



DETROIT LAKES PUBLIC SCHOOLS
AGENDA
REGULAR SCHOOL BOARD MEETING
Monday, May 20, 2024 - 5:30 PM
M State Room C101 , 900 Hwy 34 E, Detroit Lakes, MN 56501

The mission of the Detroit Lakes Public schools is to fill our sails with Laker PRIDE.

District Office ~ 702 Lake Avenue, Detroit Lakes, MN 56501 ~ 218.847.9271 ~ Website: www.dlschools.net
Superintendent: Mark Jenson Director of Finance & Operations: Jason Kuehn Education Director: Renee Kerzman

BOARD MEMBERS:

Julie Smith-Yliniemi, Clerk
25961 Brolin Beach Rd
Detroit Lakes, MN 56501
218.204.0420

Michael Walther
28030 County Hwy 34
Callaway, MN 56521
218.841.3709

Michelle Okeson, Treasurer
24842 County Rd 113
Detroit Lakes, MN 56501
218.841.6065

Mary Rotter, Vice Chair
23625 Pebble Beach LN
Detroit Lakes, MN 56501
651.335.0396

John Steffl, Chair
22370 Steffl Road
Callaway, MN 56521
218.850.5060

Sanford Nelson
28633 North Buffalo Lake Rd
Callaway, MN 56521
218.847.8360

Student Representative: Marian Martin 26martimari@detlakes.k12.mn.us, Hayden Wilson 27wilsohayd@detlakes.k12.mn.us

I. CALL TO ORDER

Presenter: Steffl, Board Chair

A. Laker Pride

II. ROLL CALL

Presenter: Steffl, Board Chair

III. PLEDGE OF ALLEGIANCE

Presenter: Steffl, Board Chair

IV. APPROVAL OF AGENDA

Presenter: Steffl, Board Chair

A. Agenda Approval

Approval of the Agenda for the May 20, 2024 Regular School Board Meeting as presented.

V. RECOGNITIONS

Presenter: Steffl, Board Chair

A. Mary Buff Haus

Presenter: Josh Omang

B. **Minnesota Seal of Biliiteracy**

1. Anika Lotvola

2. Mariia Kazanovska

3. Marvin Caballero

VI. COMMENTS AND REQUESTS FROM VISITORS

Presenter: Steffl, Board Chair

A fifteen-minute time limit will be allowed for audience comment. Those requesting audiences will inform either the Board Chairman or the Superintendent prior to the meeting that you wish to address the Board.

VII. DONATIONS

A. \$700 3D Printer from Lucas Hoffman at InLine Motion to Detroit Lakes High School

VIII. PROGRAM PRESENTATIONS

Presenter:

A. Rossman

Presenter: Emily Sternberg

IX. CONSENT ITEMS

Presenter: Steffl, Board Chair

Action is requested on the following items of the consent agenda. Consent agenda items are typically adopted without discussion of the individual items because they are routine or ordinary in action. Any consent agenda item may be removed for further discussion and deliberation by any member of the board.

A. Approve the Minutes of the April 22, 2024 Regular School Board Meeting.

B. Approve District Bills

C. Approve District Hand Payable Bills

D. Approve Personnel Agenda Items

E. Approve the Canine Detection Services Contract between DLHS, ALC, and DLMS and Interquest Detection Canine for the 2024-2025 School Year.

F. Approve the Purchase of Service Agreement between Detroit Lakes Public Schools and Stellher Human Services Inc. from Jul 1, 2024 through June 30, 2025.

G. Approve the Deferred Maintenance Planning Renewal for the 2024-2025 School Year.

H. Approve the Adult Education Agreements for the 2024-2025 School Year.

I. Approve the Memorandum of Understanding between Detroit Lakes Public Schools and Olander Bus Company Inc.

J. Approve the Memorandum of Understanding between Detroit Lakes Public Schools and Schultz Garage & Bus Company. .

K. Approve the Joint Powers Agreement between Adult Basic Education and MSTATE from July 1, 2024 through June 30, 2026.

L. Approve the 2023-2024 Resolution for the MSHSL Membership.

X. DISCUSSION ITEMS

Discussion items receive individual attention because of the nature of the issues and need for introductory or other discussion in order to review the information prior to taking action. This is also the agenda location for items which simply need school board review, but no formal action on the items is required. Discussion items will typically return to the agenda at a future point for more specific action.

A. **First Reading of Policies:**

Presenter: Steffl, Board Chair

1. 428- Substitute Teacher Pay

XI. ACTION ITEMS

Action items receive individual attention because of the nature of the issues, the need to discuss or review the information prior to taking action, or the specific kind of action required for the item.

A. Motion to approve the Agreement to Extend Probationary Period between Detroit Lakes Public Schools and Christin Mohr.

B. Motion to Approve the 2023-2025 DLPA Contract Settlement.

Presenter: Steffl, Board Chair

C. Motion to Approve the 2024-2025 Change of Medica Insurance Rates and Memorandum of Agreement.

Presenter: Kylie Johnson

XII. ADMINISTRATIVE AND BOARD REPORTS

A. **Superintendent Report**

Presenter: Mark Jenson, Superintendent

1. District Update

B. **Board Committee and Representative Reports**

1. Student Report

Presenter: Buboltz/Rogstad, Student Board Representative

2. Finance Committee

Presenter: Rotter, Board Treasurer

XIII. UPCOMING EVENTS AND ACTIVITIES

Presenter: Steffl, Board Chair

A. Finance Committee- 6/20/24 12:00PM District Office

B. Regular School Board Meeting- 06/24/24 7:00AM MState C101

XIV. **MEETING ADJOURNED**

Presenter: Steffl, Board Chair

Laker PRIDE

	<p>Purpose our intention, what drives us</p>	<p>Deliver educational excellence.</p>
	<p>Relationships the ways we connect and behave toward each other</p>	<p>Care and communicate positively and respectfully within and across our schools and community.</p> <ul style="list-style-type: none"> • District ↔ parents and community members • District ↔ building • Building ↔ teacher • Building ↔ parents • Teacher ↔ parent • Teacher ↔ students
	<p>Innovation the creation, development and implementation of a new idea or concept to enhance educational opportunities</p>	<p>Embrace creativity and critical thinking.</p> <ul style="list-style-type: none"> • Renew and bring up to date all systems and practices • Utilize growth mindset to hone existing intentions/objectives and explore new ideas • Support diverse ways of thinking and doing • Embed equity continually in every facet of our work
	<p>Development a process that creates growth, progress, positive change or the addition of physical, economic, environmental, social and demographic components</p>	<p>Foster the academic, social, emotional, and cultural needs of all learners.</p> <ul style="list-style-type: none"> • Implement and sustain PBIS at all levels • Hone our support for social/emotional health • Further learning and implementation of equitable feedback, assessment, grading and reporting • Provide professional development that supports PRIDE
	<p>Equity the quality of being fair (not equal) and impartial</p>	<p>Ensure that our values, policies, and practices are equitable for our students, staff, and community.</p> <ul style="list-style-type: none"> • Clarify and support understanding of equity vs. equality for all • Actively promote equity (institutional, personal, and instructional) • Remove systemic barriers • Accommodate different learning styles • Give students a voice

I pledge allegiance to the flag
of the United States of America,
and to the Republic
for which it stands,
one Nation under God,
indivisible,
with Liberty and Justice
for all.



Bridges Math Implementation

Rossman Board Presentation May 2024



Conceptual Understanding

Visual Models to Teach Concepts

Visual Models

- Make new ideas easier to understand and remember
- We are only used to seeing pictures in traditional math instruction when students are studying geometry
- Bridges helps students use pictures to understand concepts in all areas!
 - Algebra
 - Computation
 - Geometry

Base 10 pieces and specialized grid paper

- Make sense of decimals
- Grid paper used to model and solve long division

Intro to jump/split strategies

Models

Number Rack

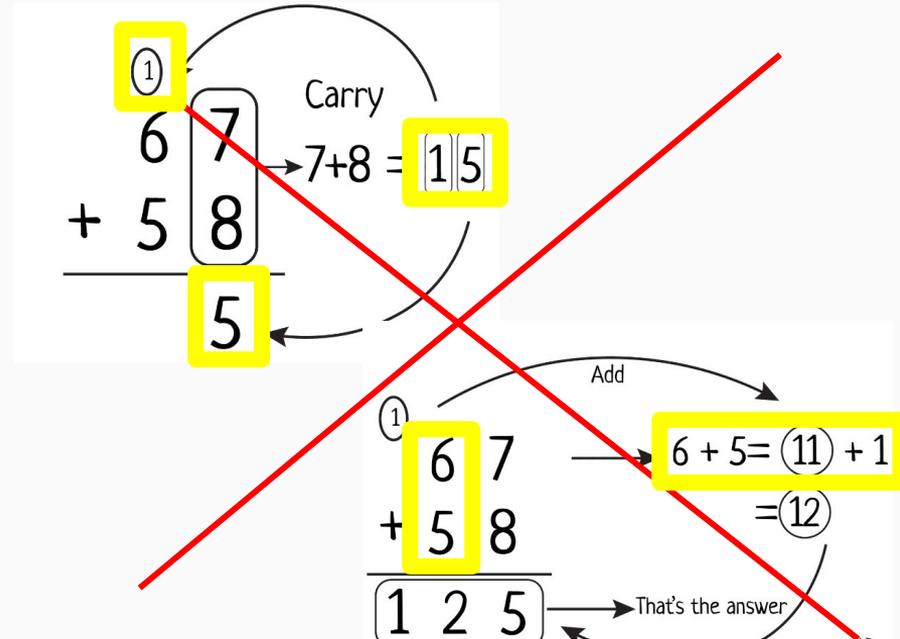
Ten Frames

Unifix cubes -

Conceptual Understanding

Algorithms obscure the value of the digits and they just become a series of single digit computations. The algorithm does not promote conceptual understanding.

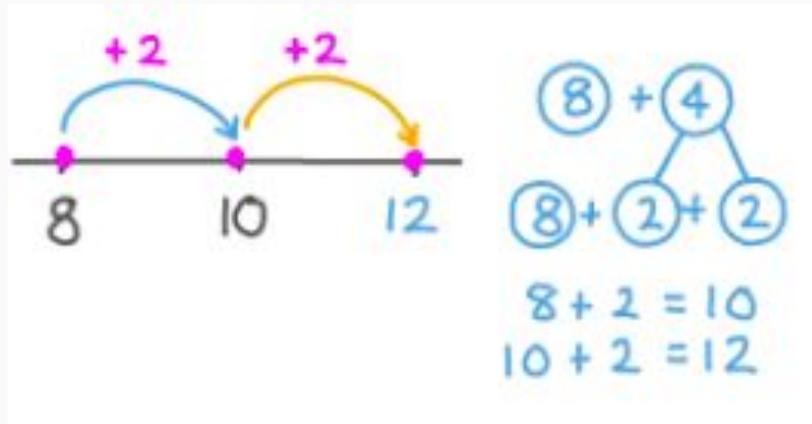
Bridges teaches conceptual understanding **BEFORE** the algorithm



Conceptual Understanding

Abstract Traditional Instruction

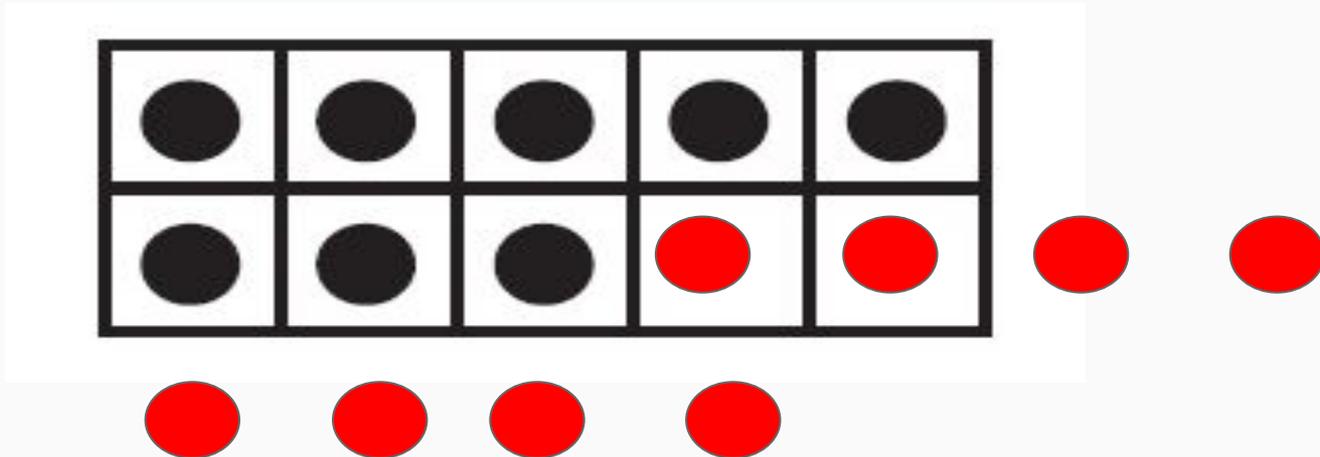
$8+4$



Conceptual Understanding

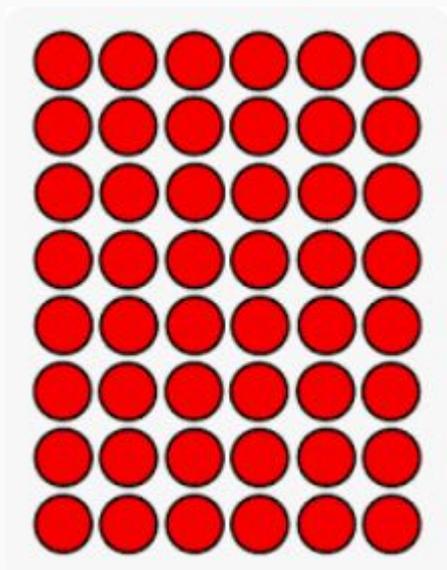
8+4 with Bridges Visual Models

Think Aloud: "An eight frame can help. Hmm...If I think about breaking the 5 and filling the frame...How many are left?"



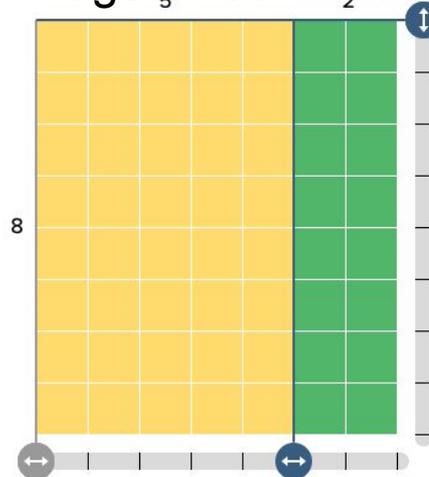
Visual Models

Traditional Math Manipulatives



8x7

Bridges Math Models



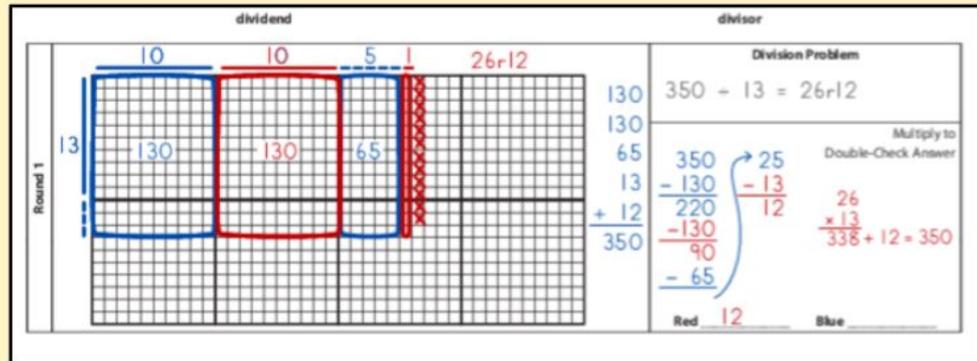
$$(8 \times 5) + (8 \times 2) = (8 \times 7)$$

$$40 + 16 = 56$$

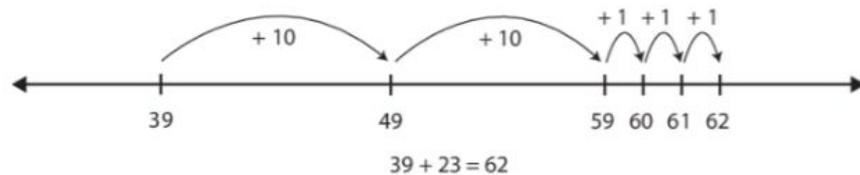
More Bridges Visual Models

Base 10 pieces and specialized grid paper

- Make sense of decimals
- Grid paper used to model and solve long division

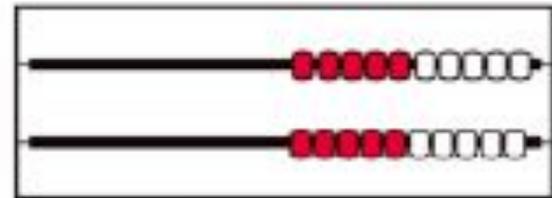


Intro to jump/split strategies

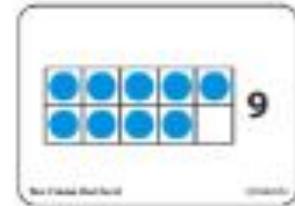


Models

Number Rack



Ten Frames



Unifix cubes -



Bridges Math Curriculum Lesson Components

Problems and Investigation Core Lesson



WorkPlaces - Practice

Work Place #4 Which Coin Will Win?

A worksheet titled "Work Place #4 Which Coin Will Win?". It features two vertical columns of empty boxes for recording data. To the right, there are two circular diagrams, labeled A and B, each divided into four quadrants. Diagram A shows a quarter coin in the top-left, a dime in the top-right, a nickel in the bottom-left, and a penny in the bottom-right. Diagram B shows a quarter coin in the top-left, a dime in the top-right, a nickel in the bottom-left, and a penny in the bottom-right. Below the diagrams are two more circular diagrams, labeled A and B, showing the same coin arrangement as the ones above.

Number Corner - 15 min/day

A photograph of a "Number Corner" display board. The board is divided into several sections. On the left, there is a calendar grid for November 2014. In the center, there is a "Calendar Grid Observations Chart" with a table of data. To the right, there is a "Unit Fraction Race Record Sheet" with a table of data. Below the calendar grid, there is a "Unit Fraction Race Display" with a number line from 0 to 1, divided into 10 equal parts. The number line is labeled with fractions: 0, 1/10, 2/10, 3/10, 4/10, 5/10, 6/10, 7/10, 8/10, 9/10, 1. The number line is also labeled with the words "one-tenth", "two-tenths", "three-tenths", "four-tenths", "five-tenths", "six-tenths", "seven-tenths", "eight-tenths", "nine-tenths".

Number Corner

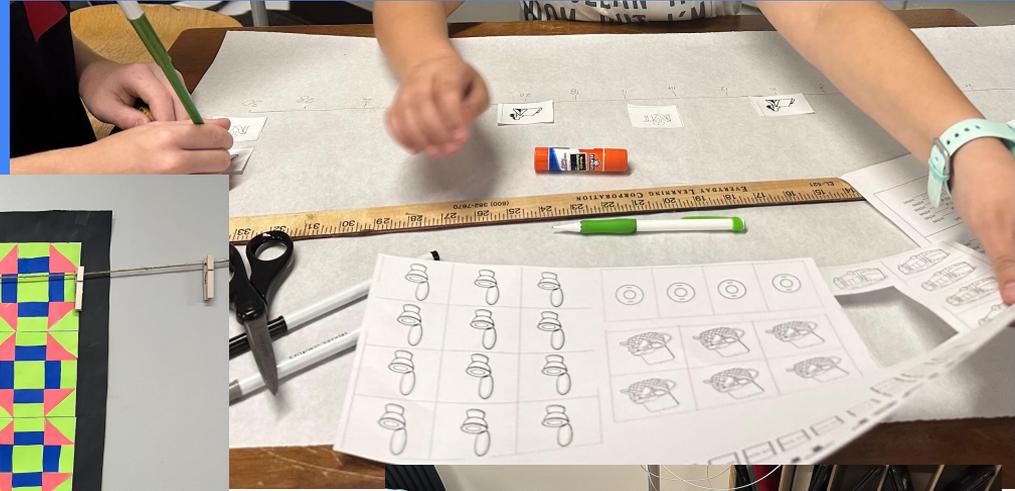
- 15 Minutes/Day
- Grid Observation
- Calendar Collector
- High level Questioning
- Algebraic Thinking
- Probability & Statistics



Problems & Investigations

Math Lessons

- Whole Group
- Hands-On
- Higher Level Thinking



Workplaces

Games, practice, small group learning

"Scientists have discovered that it takes approximately 400 repetitions to create a new synapse in the brain, unless it is done in play, in which case it only takes 10 to 20 repetitions."

-Karyn Purvis

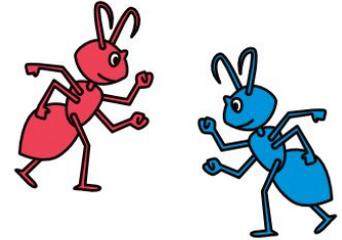
Michelle Kenney M.Ed
@peaceandparenting



I spun _____, _____ and _____.
number number number

$$\frac{\text{number}}{\text{number}} + \frac{\text{number}}{\text{number}} = \frac{\text{number}}{\text{number}}$$

$$\frac{\text{number}}{\text{number}} - \frac{\text{number}}{\text{number}} = \frac{\text{number}}{\text{number}}$$



My answer was _____, so I get to move _____
number number
spaces. _____ reached the cookie jar first!
You/I

Home & Family Connection

Home/Family Resources

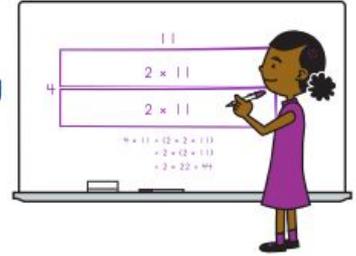
- Engage Families/Parents in Lessons
- Practice at Home
- Games, Math Learning Center, Apps, and more!

Bridges in Mathematics Grade 4 Unit 1

Multiplicative Thinking

In this unit your child will:

- Fluently multiply and divide within 100
- Apply properties of operations as strategies to multiply and divide
- Use multiplication and division within 100 to solve story problems in situations involving equal groups, arrays, and measurement quantities
- Find the area of a rectangle



Your child will learn and practice these skills by solving problems like those shown below. Use the free Math Vocabulary Cards app for additional support: mathlearningcenter.org/apps

PROBLEM	COMMENTS
4×2 $4 + 4 = 8$ $4 \times 2 = 8$ 8×2 $8 + 8 = 16$ $8 \times 2 = 16$	<p>Students use the number line to model multiplication. In this example, they see that 8×2 is twice as much as 4×2. The number line shows multiplication as repeated addition or jumps of equal sizes. It helps students see the relationships among multiplication facts, and understanding those relationships builds computational fluency.</p>
$4 \times 11 = 44$ <p>Closed Array</p> <p>Linear Pieces and Base Ten Area Pieces</p> <p>Open Array</p> $4 \times 10 = 40$ $4 \times 1 = 4$	<p>Another important model for multiplication is the array. In this model, the sides are the numbers being multiplied and the area (the number of squares) is the product. In this example, we are multiplying 4 and 11, and the product is 44. The array shows the relationships among these numbers. It can also be used to show a variety of strategies for multiplying. For example, students can also show how to solve 4×11 in this way:</p> $4 \times 11 = (2 \times 2 \times 11) = 2 \times (2 \times 11) = 2 \times 22 = 44$

Teacher Input Survey: Successes

- Students were highly engaged. MCA scores were great- had the most “exceeds” scores I have ever had by far!!
- This curriculum taught my students to think differently. Lots of good conversations and higher level thinking skills.
- Many “aha” moments! Ratio tables used to divide made many students feel successful for the first time. They really understood dividing as opposed to memorizing the process
- Their number sense and ability to understand (and explain) quantity is remarkable!
- I saw their confidence in math grow throughout the year. They developed a ton of strategies that allowed them to struggle, but also work through that struggle and overcome it.
- Students were splitting multi-digit numbers like crazy! Being able to count up or count down to large numbers by using their “friends of tens” knowledge.

Teacher Input Survey: Challenges

- There is a lot of preparation but once you get a good organization system it is better.
- Intermediate grade students don't have prior knowledge of the curriculum strategies (...yet)
- The amount of time daily for Bridges and Number Corner
- My own personal learning of new strategies to teach things I've taught for years

Impact on Learning

- Preliminary data shows improved performance in math in tested grade levels
- Increased confidence in math and ability to access problem-solving strategies
- “Number Corner is my favorite part of the day” - 1st grader

**OFFICIAL PROCEEDINGS
SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 22
BECKER AND OTTERTAIL COUNTIES, DETROIT LAKES, MINNESOTA 56501**

**Regular School Board Meeting
Monday, April 22, 2024, 5:30 PM
M State C101 ~ 900 Hwy 34 E, Detroit Lakes, MN, 56501**

Present: John Steffl, Amy Erickson, Mary Rotter, Ethan Walz, Michelle Okeson, April Thomas

Absent:

The meeting was called to order at 5:30 PM by Board Chair Steffl.

The Pledge of Allegiance was recited.

A motion was made by Walz, seconded by Erickson, to approve the agenda. Motion carried unanimously.

School Lunch Staff, Josh Omang, and Kate Glawe-Anderson were recognized.

Donations were made in the amount of \$250 from Thrivent for Early Childhood Family Education Night, and \$2,000 from Tomlinson & Sons for The Unified Club.

Program presentation was given by the PaY Committee and a check was presented from DLPEF.

A motion was made by Erickson, seconded by Thomas, to approve the following consent agenda items. Motion carried unanimously.

- A. Approve the Minutes of the April 1, 2024 School Board Meeting.
- B. Approve K-12 Computer Checks #706137-706221 and #706270-706348, for a total of \$354,350.15. Approve Hand Payable Checks #705912-705925, #705996-706041, #706114-706131, Voided Checks #705544, Wire Transfers #8671-8674, #8759-8766, #8772-8786, #8810-8815, #8834-8835, #8908-8923, #8931-8947, #8958-8963, #9068-9080, in the amount of \$2,213,811.41. Approve Net Payroll Transfers on 3/29/2024 and 04/15/2024 in the amount of \$1,464,315.17 for a total of \$4,032,476.73.(EXHIBIT)
- C. Approve the Personnel Agenda Items.
- D. Approve the 2024 Final Pay Equity Report.
- E. Approve Motor Coach Transportation Services Extension with Anderson Coach of Frazee for the 2024-25 and 2025-26 school year.
- F. Approve the addition of Jennifer Fode as a signer on all official accounts effective May 3, 2024.
- G. Approve the Minnesota Flyers Gymnastics & Fitness Lease Agreement beginning July 1, 2024 and ending June 30, 2029.
- H. Approve the Central Kitchen Lease Agreement with MSTATE beginning July 1, 2024 and ending June 30, 2026.
- I. Approve Second Reading of Policies:
 - a. 533-Wellness/Nutrition Policy of the School District
 - b. 534- School Meals Policy
 - c. 707-Transportation of Public School Students
 - d. 709-Student Transportation Safety Policy
 - e. 902-Rental Policy-Building & Facilities

A motion was made by Erickson , seconded by Okeson to approve the Memorandum of Agreement between Detroit Lakes Public School and AFSCME. . (EXHIBIT) Motion carried unanimously.

A motion was made by Thomas, seconded by Rotter to approve the Bids for Long-Term Facilities Maintenance (LTFM) improvement projects at Rossman Elementary and Detroit Lakes High School. (EXHIBIT) Motion carried unanimously.

Student representatives Rogstad & Buboltz gave an update.

Superintendent Jenson reported on happenings in the School District

Board Treasurer Rotter gave an update on the Finance Committee and BCCI.

Board Vice Chair Erickson gave an update on the Facilities Committee.

Board Director Walz gave an update on the ECFE Committee.

Board Director Okeson gave an update on the Chemical Health Committee

Board Chair Steffl gave an update on the Transportation and announced upcoming meetings and events .

A motion by Erickson, to adjourn the meeting at 6:07 PM, seconded by Walz. Motion carried unanimously.

Respectfully submitted,

April Thomas, Clerk

PERSONNEL AGENDA

April 22, 2024

1) Resignations:

Jim Bergerson– High School Custodian, effective April 16, 2024.

Hailey Brower– Assistant Varsity Dance Team Coach, effective April 9, 2024.

Haily Felker– Rossman Paraprofessional, effective April 17, 2024.

Kelly Kalina– High School BARR Coordinator, effective end of 23-24 School Year.

Andrea McIntosh– Middle School Education Assistant, effective May 23, 2024.

Jennifer Stangel– Accountant, effective May 1, 2024.

Kayleigh Trnka– Lincoln Paraprofessional, effective May 23, 2024.

Janay Trotter– Rossman Food Service, effective April 12, 2024.

2) Retirements:

3) Appointments:

Nathan Anderson– Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Deanna Baukol–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Nicole Benson–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Christina Bergeron–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Sam Bergren– Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Casey Berntson– Detroit Lakes Middle School Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Julie Berntson– Detroit Lakes Middle School Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024

Katie Biggar– Detroit Lakes Middle School Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024

Zach Biggar– Detroit Lakes Middle School Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024

Kristen Blom–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Sidney Bly–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Elissa Braaten–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Brett Brenden– High School Science Teacher, at the rate of MA Step 6 or a contract amount of \$58,008 per year, effective August 19, 2024. *pending course completion*

Bill Broderius–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Cameron Cannon– Middle School Baseball Coach, at the rate of 4.5% of Step 1 or a contract amount of \$1,967.04 per searson, effective April 1, 2024.

Shelley Cervantes– Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Carli Daniel– High School Summer School Teacher, at the rate of \$30 per hour, working up to 152 hours, effective June 3, 2024 through June 27, 2024 and July 8, 2024 through August 1, 2024. .

Johnny Do– Rossman Laker Kids Assistant, at the rate of \$16.50 per hour. Working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Paige Fettig– Rossman Fourth Grade Teacher, at the rate of MA Step 4 or a contract amount of \$54,655 per year, effective August 19, 2024. *pending licensure*

Laura Flint–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Kelsey Fode– Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Tyler Fode–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Belinda Freeman– Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Chris Gerdes– Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Olivia Gravelle– Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Sam Gulon– Detroit Lakes Middle School Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024

Ally Hefta–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Cali Harrier– High School Unified Club Advisor, at the rate of \$1,748.48 per year, effective September 5, 2023.

Terry Haus– High School 9th Grade Baseball Coach, at the rate of \$2,622.72 per season, effective April 1, 2024.

Autumn Hiemenz– Rossman Laker Kids Assistant, at the rate of \$16.50 per hour, working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Danika Huerd– Rossman Fourth Grade Teacher, at the rate of BA Step 3 or a contract amount of \$46,744 per year, effective August 19, 2024.

Laura Jensen–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Masyn Johnson– Rossman First Grade Teacher, at the rate of BA Step 1 or a contract amount of \$45,023 per year, effective August 19, 2024. *pending licensure*

MyLinda Johnson–Rossman Laker Kids Assistant, at the rate of \$16.50 per hour, working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Sherri Johnson– Detroit Lakes Middle School Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024

Megan Klair– Detroit Lakes Middle School Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024

Megan Klair– Middle School Track Coach, at the rate of 4.5% of Step 1 or a contract amount of \$1,967.04 per season, effective April 2, 2024.

Maija Kraus–Rossman Laker Kids Assistant, at the rate of \$16.50 per hour, working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Elizabeth Kvebak– Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Robert Layton– Middle School Softball Coach, at the rate of .5 of 4.5% of Step 1 or a Contract amount of \$983.52 per season, effective April 1, 2024.

Carly Lenzen– Detroit Lakes Middle School Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024

Sam Murphy–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Cara Myers– High School Summer School Teacher, at the rate of \$30 per hour, working up to 152 hours, effective June 3, 2024 through June 27, 2024 and July 8, 2024 through August 1, 2024.

Natalie Neal–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024

Clare Nemec– Rossman Elementary Education Teacher, at the rate of BA Step 1 or a contract amount of \$45,023 per year, effective August 19, 2024.

Graham Newman–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Martha Nustad– Rossman Laker Kids Assistant, at the rate of \$16.50 per hour, working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Mckenzie Oistad–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Ben Pedersen– Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Jenna Pipek– Middle School Softball Coach, at the rate of 4.5% of Step 1 or a contract amount of \$983.52 per season, effective April 1, 2024.

Mikail Ramsey– Rossman Laker Kids Assistant, at the rate of \$16.50 per hour, working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Josie Retz–Rossman Laker Kids Assistant, at the rate of \$16.50 per hour, working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Allie Sanders–Rossman Laker Kids Assistant, at the rate of \$16.50 per hour, working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Sara Schnathorst– Detroit Lakes Middle School Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024

Sadie Skrove– Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Aaron Swenson– High School Academy Ambassador Advisor, at the rate of \$874.24 per year, effective August 28, 2023.

Andrea Walberg– Rossman Laker Kids Assistant, at the rate of \$16.50 per hour. Working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Nicole Wallace– Rossman Laker Kids Supervisor, at the rate of \$22.00 per hour, working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Dennis Weaver– High School Summer School Teacher, at the rate of \$30 per hour, working up to 152 hours, effective June 3, 2024 through June 27, 2024 and July 8, 2024 through August 1, 2024.

Peggy Werner–Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Taylor Winter–Rossman Laker Kids Assistant, at the rate of \$16.50 per hour. Working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Kellie Wolf– Detroit Lakes Elementary Summer School Teacher, at the rate of \$30 per hour, working up to 106 hours, effective July 8, 2024 through July 25, 2024.

Rhett Zima– Rossman Laker Kids Supervisor, at the rate of \$22.00 per hour, working up to 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Darin Zimmerman– Middle School Behavior Interventionist, at the rate of MA+10 Step 10 or a contract amount of \$67,356 per year, effective August 19, 2024.

4) Amended Assignment:

Linda Mallow– High School Social Studies Teacher is amending her assignment from .5 FTE to .6 FTE, effective August 26, 2024.

Cassandra Wilson– ECSE Para is amending her assignment from 23 hours per week to 29.75 hours per week , effective April 2, 2024.

5) Termination:

Peter Lamm– High School Custodian, effective April 10, 2024.

6) Leave of Absence:

Brenda Bergum– Rossman Education Assistant is requesting to extend her leave of absence from April 24, 2024 to May 23, 2024.

SMART Finance Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0022	MW	9300	706388	Check	1	1005		ADVANCED BUSINESS METHODS	Yes	No	No	USD	05/06/2024	754.65
		9301	706389	Check	1	1024		AFFINITY SOLUTIONS, INC	Yes	No	No	USD	05/06/2024	1,775.00
		9302	706390	Check	1	1027		ALIE TREE SERVICE, INC.	Yes	No	No	USD	05/06/2024	120.00
		9303	706391	Check	1	1035		ALLIANCE PEST PROTECTION	Yes	No	No	USD	05/06/2024	95.00
		9304	706392	Check	1	1056		APPLE COMPUTER, INC.	Yes	No	No	USD	05/06/2024	16,030.00
		9305	706393	Check	1	1072		ASL INTERPRETING SERVICES, INC	Yes	No	No	USD	05/06/2024	668.00
		9306	706394	Check	1	1075		AUDIO QUIP	Yes	No	No	USD	05/06/2024	820.00
		9307	706395	Check	1	1076		AUTO VALUE DETROIT LAKES	Yes	No	No	USD	05/06/2024	33.97
		9308	706396	Check	1	1096		BELLAND, MELYSZA	Yes	No	No	USD	05/06/2024	58.90
		9309	706397	Check	1	1112		BIO CORPORATION	Yes	No	No	USD	05/06/2024	988.41
		9310	706398	Check	1	1116		BLICK ART MATERIALS	Yes	No	No	USD	05/06/2024	2,808.48
		9311	706399	Check	1	1143		BRENCO CORP.	Yes	No	No	USD	05/06/2024	612.66
		9386	706400	Check	1	3422		BROADWAY LICENSING GROUP	Yes	No	No	USD	05/06/2024	21.60
		9312	706401	Check	1	1173		CAROLINA BIOLOGICAL	Yes	No	No	USD	05/06/2024	129.26
		9313	706402	Check	1	1181		CAULFIELD, NIKKI	Yes	No	No	USD	05/06/2024	235.54
		9314	706403	Check	1	1192		CENTRAL MARKET	Yes	No	No	USD	05/06/2024	331.53
		9315	706404	Check	1	1217		CONTINENTAL CLAY COMPANY	Yes	No	No	USD	05/06/2024	689.07
		9382	706405	Check	1	3359		CORE	Yes	No	No	USD	05/06/2024	1,650.00
		9316	706406	Check	1	1231		CULINEX	Yes	No	No	USD	05/06/2024	392.21
		9317	706407	Check	1	1244		DACOTAH PAPER COMPANY	Yes	No	No	USD	05/06/2024	1,656.86
		9371	706408	Check	1	2322		DELL MARKETING L.P.	Yes	No	No	USD	05/06/2024	657.00
		9379	706409	Check	1	2869		DETROIT COUNTRY CLUB	Yes	No	No	USD	05/06/2024	1,034.00
		9318	706410	Check	1	1305		EAST SIDE JERSEY DAIRY ESJD	Yes	No	No	USD	05/06/2024	5,407.30
		9375	706411	Check	1	2718	REMIT	ECKROTH MUSIC	Yes	No	No	USD	05/06/2024	153.20
		9370	706412	Check	1	2317		EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	05/06/2024	240.69
		9319	706413	Check	1	1358		FELDT PLUMBING LLP	Yes	No	No	USD	05/06/2024	23,932.50
		9320	706414	Check	1	1375		FLINN SCIENTIFIC INC.	Yes	No	No	USD	05/06/2024	1,768.02
		9321	706415	Check	1	1387		FORUM COMMUNICATIONS PRINTINI	Yes	No	No	USD	05/06/2024	3,596.05
		9377	706416	Check	1	2725		GENERATION GENIUS, INC.	Yes	No	No	USD	05/06/2024	12,849.00
		9322	706417	Check	1	1409		GERRELL'S SPORT CENTER	Yes	No	No	USD	05/06/2024	6,062.00
		9323	706418	Check	1	1421		GOPHER SPORT	Yes	No	No	USD	05/06/2024	62.96
		9324	706419	Check	1	1426		GRAINGER, INC.	Yes	No	No	USD	05/06/2024	339.40
		9374	706420	Check	1	2547		GRIMCO INC.	Yes	No	No	USD	05/06/2024	138.00
		9325	706421	Check	1	1457		HAWKINS, INC.	Yes	No	No	USD	05/06/2024	1,483.98
		9326	706422	Check	1	1487		HILLYARD / HUTCHINSON	Yes	No	No	USD	05/06/2024	1,037.15
		9327	706423	Check	1	1490	REMIT	HOBERT SALES & SERVICE	Yes	No	No	USD	05/06/2024	2,785.83
		9385	706424	Check	1	3420		HOCHGRABER, JOSH	Yes	No	No	USD	05/06/2024	25.00
		9328	706425	Check	1	1507		HORIZON COMMERCIAL POOL SUPP	Yes	No	No	USD	05/06/2024	6,700.00
		9329	706426	Check	1	1511		HOUGH INC.	Yes	No	No	USD	05/06/2024	432.50
		9348	706427	Check	1	1843		INDIGENOUS REFLECTIONS INC	Yes	No	No	USD	05/06/2024	639.02
		9330	706428	Check	1	1548		ISD #742	Yes	No	No	USD	05/06/2024	762.00

SMART Finance Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0022	MW	9331	706429	Check	1	1593		JOHN KOOPMANN PIANO TUNING	Yes	No	No	USD	05/06/2024	181.00
		9332	706430	Check	1	1601		JOHNSON CONTROLS	Yes	No	No	USD	05/06/2024	856.80
		9387	706431	Check	1	3424		JOHNSON, LINDA	Yes	No	No	USD	05/06/2024	80.00
		9333	706432	Check	1	1602		JOHNSON'S LOCK & KEY	Yes	No	No	USD	05/06/2024	2,165.00
		9334	706433	Check	1	1608		JOSTENS	Yes	No	No	USD	05/06/2024	1,130.10
		9335	706434	Check	1	1634		KROGSGAARD, CARY	Yes	No	No	USD	05/06/2024	95.69
		9336	706435	Check	1	1648		LAKER LOCKER	Yes	No	No	USD	05/06/2024	465.00
		9337	706436	Check	1	1649		LAKES COUNTRY SERVICE CO-OP	Yes	No	No	USD	05/06/2024	1,118.07
		9376	706437	Check	1	2721		LAKES PRINTING, INC. OF BRAINERL	Yes	No	No	USD	05/06/2024	1,138.80
		9381	706438	Check	1	3288	REMIT	LEARNWELL	Yes	No	No	USD	05/06/2024	630.00
		9338	706439	Check	1	1695		MACKIN EDUCATION RESOURCES	Yes	No	No	USD	05/06/2024	2,352.51
		9339	706440	Check	1	1707		MARK'S ELECTRIC INC.	Yes	No	No	USD	05/06/2024	3,916.35
		9340	706441	Check	1	1723		MARTHUR TILE COMPANY	Yes	No	No	USD	05/06/2024	380.00
		9341	706442	Check	1	1730		MDE-MCIS, ACCT 621892	Yes	No	No	USD	05/06/2024	1,835.00
		9342	706443	Check	1	1736		MENARDS - DETROIT LAKES	Yes	No	No	USD	05/06/2024	3,137.03
		9343	706444	Check	1	1746		MIDWEST MACHINERY CO	Yes	No	No	USD	05/06/2024	145.86
		9344	706445	Check	1	1750		MILESTONES & MEMORIES, LLC	Yes	No	No	USD	05/06/2024	250.00
		9345	706446	Check	1	1764		MINNKOTA RECYCLING	Yes	No	No	USD	05/06/2024	259.60
		9378	706447	Check	1	2822		MISSION MECHANICAL	Yes	No	No	USD	05/06/2024	3,737.00
		9372	706448	Check	1	2353		MN DEPT OF EMPLOYMENT & ECONO	Yes	No	No	USD	05/06/2024	12,531.16
		9384	706449	Check	1	3419		MURPHY, NANCY	Yes	No	No	USD	05/06/2024	40.00
		9346	706450	Check	1	1832	REMIT	NARDINI FIRE EQUIPMENT CO.	Yes	No	No	USD	05/06/2024	230.00
		9347	706451	Check	1	1840		NATIONAL FOOD GROUP, INC	Yes	No	No	USD	05/06/2024	2,400.00
		9352	706452	Check	1	1917	REMIT	NCS PEARSON INC	Yes	No	No	USD	05/06/2024	156.60
		9349	706453	Check	1	1901		OTIS ELEVATOR COMPANY	Yes	No	No	USD	05/06/2024	375.00
		9350	706454	Check	1	1907		PAN-O-GOLD BAKING CO.	Yes	No	No	USD	05/06/2024	821.50
		9351	706455	Check	1	1911		PAR INC.	Yes	No	No	USD	05/06/2024	182.60
		9353	706456	Check	1	1920		PEPSI	Yes	No	No	USD	05/06/2024	1,535.92
		9354	706457	Check	1	1951		PRECISION PRINTING	Yes	No	No	USD	05/06/2024	60.00
		9355	706458	Check	1	1954		PREMIUM WATERS, INC.	Yes	No	No	USD	05/06/2024	72.18
		9356	706459	Check	1	1958		PRO PRINT, INC.	Yes	No	No	USD	05/06/2024	40.50
		9357	706460	Check	1	1983		RED RIVER GLAZING, INC	Yes	No	No	USD	05/06/2024	1,365.00
		9358	706461	Check	1	1996		RENNEBERG HARDWOODS	Yes	No	No	USD	05/06/2024	1,174.25
		9383	706462	Check	1	3416		RYKO ENTERPRISES LLC	Yes	No	No	USD	05/06/2024	4,757.75
		9360	706463	Check	1	2025		SAFETYFIRST PLAYGROUND MAINTE	Yes	No	No	USD	05/06/2024	3,117.00
		9361	706464	Check	1	2056		SCHOOL SPECIALTY LLC	Yes	No	No	USD	05/06/2024	167.25
		9373	706465	Check	1	2514		SCHORNACK, JEANETTE	Yes	No	No	USD	05/06/2024	326.45
		9362	706466	Check	1	2079		SHI INTERNATIONAL CORP.	Yes	No	No	USD	05/06/2024	3,115.00
		9359	706467	Check	1	2018		SQUIRES, WALDSPURGER & MACE,	Yes	No	No	USD	05/06/2024	82.50
		9363	706468	Check	1	2126		STEIN'S INC.	Yes	No	No	USD	05/06/2024	303.93
		9364	706469	Check	1	2149		SWANSON'S REPAIR	Yes	No	No	USD	05/06/2024	1,221.50

SMART Finance

Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0022	MW	9365	706470	Check	1	2169		TECH CHECK, LLC	Yes	No	No	USD	05/06/2024	8,617.47
		9366	706471	Check	1	2194	REMIT	TRAFERA HOLDINGS, LLC	Yes	No	No	USD	05/06/2024	1,362.92
		9388	706472	Check	1	3427		TRI STATE DIVING	Yes	No	No	USD	05/06/2024	480.00
		9367	706473	Check	1	2207		TWEETON REFRIGERATION, INC.	Yes	No	No	USD	05/06/2024	507.53
		9368	706474	Check	1	2226		UPPER LAKES FOODS, INC.	Yes	No	No	USD	05/06/2024	19,210.85
		9369	706475	Check	1	2258		WEST MUSIC COMPANY	Yes	No	No	USD	05/06/2024	710.66
		9380	706476	Check	1	3143		WHITE EARTH PUBLIC TRANSIT	Yes	No	No	USD	05/06/2024	200.00
Bank Total: MW														
Report Total:														
<div style="border: 1px solid black; display: inline-block; padding: 2px;">\$189,016.07</div>														
<div style="border: 1px solid black; display: inline-block; padding: 2px;">\$189,016.07</div>														

SMART Finance

Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0022	MW	9504	706548	Check	1	1016	REMIT	ACME TOOLS	Yes	No	No	USD	05/20/2024	219.96
		9505	706549	Check	1	1067		ARVIG	Yes	No	No	USD	05/20/2024	175.00
		9506	706550	Check	1	1072		ASL INTERPRETING SERVICES, INC	Yes	No	No	USD	05/20/2024	334.00
		9507	706551	Check	1	1091		BECKER COUNTY ENVIRONMENTAL	Yes	No	No	USD	05/20/2024	297.00
		9572	706552	Check	1	2647		BELLEFEUILLE, DANEEN	Yes	No	No	USD	05/20/2024	75.00
		9509	706553	Check	1	1116		BLICK ART MATERIALS	Yes	No	No	USD	05/20/2024	125.19
		9510	706554	Check	1	1121		BLUE 84 SPIRIT	Yes	No	No	USD	05/20/2024	650.50
		9511	706555	Check	1	1126		BMSI	Yes	No	No	USD	05/20/2024	1,594.32
		9512	706556	Check	1	1192		CENTRAL MARKET	Yes	No	No	USD	05/20/2024	501.03
		9579	706557	Check	1	3155	REMIT	CENTRAL MCGOWAN	Yes	No	No	USD	05/20/2024	119.75
		9573	706558	Check	1	2770		CHILEDA INSTITUTE, LLC	Yes	No	No	USD	05/20/2024	11,510.18
		9513	706559	Check	1	1201		CITI CARGO & STORAGE	Yes	No	No	USD	05/20/2024	150.00
		9514	706560	Check	1	1231		CULINEX	Yes	No	No	USD	05/20/2024	161.88
		9508	706561	Check	1	1107		CWIKLACE HARDWARE	Yes	No	No	USD	05/20/2024	46.49
		9515	706562	Check	1	1244		DACOTAH PAPER COMPANY	Yes	No	No	USD	05/20/2024	1,837.68
		9516	706563	Check	1	1253		DAVID B. KNOFF CONSTRUCTION	Yes	No	No	USD	05/20/2024	6,510.50
		9533	706564	Check	1	1574		DAVIS, JANAYA	Yes	No	No	USD	05/20/2024	60.00
		9517	706565	Check	1	1277		DETROIT PAINT & GLASS CO.	Yes	No	No	USD	05/20/2024	513.20
		9519	706566	Check	1	1305		EAST SIDE JERSEY DAIRY ESJD	Yes	No	No	USD	05/20/2024	6,943.67
		9568	706567	Check	1	2317		EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	05/20/2024	409.05
		9520	706568	Check	1	1323		EITER, TERRY	Yes	No	No	USD	05/20/2024	386.23
		9518	706569	Check	1	1302		E-RATE COMPLETE, LLC	Yes	No	No	USD	05/20/2024	2,000.00
		9521	706570	Check	1	1338		EVCO PETROLEUM PRODUCTS, INC	Yes	No	No	USD	05/20/2024	99.30
		9563	706571	Check	1	3393		FRANKS AUTO BODY	Yes	No	No	USD	05/20/2024	9,736.00
		9576	706572	Check	1	3029	REMIT	GAMES TO GO	Yes	No	No	USD	05/20/2024	1,345.81
		9522	706573	Check	1	1409		GERRELL'S SPORT CENTER	Yes	No	No	USD	05/20/2024	1,290.00
		9523	706574	Check	1	1432		GREEN'S PLUMBING & MODERN HEA	Yes	No	No	USD	05/20/2024	15,814.18
		9577	706575	Check	1	3037		HARTHAN, DOUGLAS	Yes	No	No	USD	05/20/2024	560.00
		9524	706576	Check	1	1481		HERZOG ROOFING, INC.	Yes	No	No	USD	05/20/2024	2,275.00
		9525	706577	Check	1	1484		HIGHSCOPE	Yes	No	No	USD	05/20/2024	48.00
		9526	706578	Check	1	1487		HILLIYARD / HUTCHINSON	Yes	No	No	USD	05/20/2024	3,649.64
		9584	706579	Check	1	3418		HOLMQUIST, LINDSAY	Yes	No	No	USD	05/20/2024	280.00
		9527	706580	Check	1	1505		HOLY ROSARY SCHOOL	Yes	No	No	USD	05/20/2024	10,750.47
		9528	706581	Check	1	1532		IDENTISYS, INC.	Yes	No	No	USD	05/20/2024	595.14
		9530	706582	Check	1	1557		INNOVATIVE OFFICE SOLUTIONS, LL	Yes	No	No	USD	05/20/2024	67.80
		9575	706583	Check	1	2953		INTERMEDIATE DISTRICT 287	Yes	No	No	USD	05/20/2024	511.70
		9531	706584	Check	1	1563		INTERQUEST DETECTION CANINES	Yes	No	No	USD	05/20/2024	1,020.00
		9529	706585	Check	1	1536		ISD #152	Yes	No	No	USD	05/20/2024	909.09
		9532	706586	Check	1	1569		J.W. PEPPER & SON, INC.	Yes	No	No	USD	05/20/2024	1,577.60
		9534	706587	Check	1	1601		JOHNSON CONTROLS	Yes	No	No	USD	05/20/2024	1,697.38
		9535	706588	Check	1	1608		JOSTENS	Yes	No	No	USD	05/20/2024	14.55

SMART Finance Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0022	MW	9536	706589	Check	1	1648		LAKER LOCKER	Yes	No	No	USD	05/20/2024	310.00
		9537	706590	Check	1	1673		LEIGHTON BROADCASTING	Yes	No	No	USD	05/20/2024	219.00
		9569	706591	Check	1	2417		LILL, ARYN	Yes	No	No	USD	05/20/2024	720.00
		9538	706592	Check	1	1695		MACKIN EDUCATION RESOURCES	Yes	No	No	USD	05/20/2024	3,000.00
		9539	706593	Check	1	1707		MARK'S ELECTRIC INC.	Yes	No	No	USD	05/20/2024	4,854.06
		9540	706594	Check	1	1710		MARTIN, DUSTIN	Yes	No	No	USD	05/20/2024	78.59
		9574	706595	Check	1	2781		MERCIL, BOBBI	Yes	No	No	USD	05/20/2024	95.69
		9543	706596	Check	1	1739	REMIT	METROPOLITAN MECHANICAL CONT	Yes	No	No	USD	05/20/2024	497.20
		9544	706597	Check	1	1746		MIDWEST MACHINERY CO	Yes	No	No	USD	05/20/2024	164.29
		9545	706598	Check	1	1753		MILLER YARD CARE AND CONSTRUC	Yes	No	No	USD	05/20/2024	610.00
		9546	706599	Check	1	1779		MN DEPT OF LABOR AND INDUSTRY	Yes	No	No	USD	05/20/2024	200.00
		9547	706600	Check	1	1787		MN STATE COMMUNITY & TECHNICA	Yes	No	No	USD	05/20/2024	17,017.69
		9570	706601	Check	1	2420	REMIT	MRI SOFTWARE LLC	Yes	No	No	USD	05/20/2024	20.00
		9581	706602	Check	1	3234		MYNA THERAPHY SERVICES, PLLC	Yes	No	No	USD	05/20/2024	9,000.00
		9548	706603	Check	1	1833	REMIT	NASCO EDUCATION	Yes	No	No	USD	05/20/2024	114.00
		9549	706604	Check	1	1850		NERESON AUTOMOTIVE INC.	Yes	No	No	USD	05/20/2024	2,373.54
		9550	706605	Check	1	1907		PAN-O-GOLD BAKING CO.	Yes	No	No	USD	05/20/2024	754.72
		9582	706606	Check	1	3355		PELICAN RAPIDS PUBLIC LIBRARY	Yes	No	No	USD	05/20/2024	122.80
		9578	706607	Check	1	3090		PHELPS	Yes	No	No	USD	05/20/2024	436.32
		9551	706608	Check	1	1951		PRECISION PRINTING	Yes	No	No	USD	05/20/2024	2,642.20
		9552	706609	Check	1	1954		PREMIUM WATERS, INC.	Yes	No	No	USD	05/20/2024	129.98
		9553	706610	Check	1	1958		PRO PRINT, INC.	Yes	No	No	USD	05/20/2024	151.44
		9571	706611	Check	1	2497		S & G DISTRIBUTIONS	Yes	No	No	USD	05/20/2024	75.00
		9554	706612	Check	1	2023		SAAFE, LLC	Yes	No	No	USD	05/20/2024	213.00
		9555	706613	Check	1	2042		SCHMITT DIRECTOR CENTER	Yes	No	No	USD	05/20/2024	300.00
		9556	706614	Check	1	2048		SCHOLASTIC BOOK FAIR	Yes	No	No	USD	05/20/2024	2,357.51
		9586	706615	Check	1	3435		SEABERG, REBECCA	Yes	No	No	USD	05/20/2024	429.71
		9557	706616	Check	1	2074		SEPTIC VAC	Yes	No	No	USD	05/20/2024	150.00
		9585	706617	Check	1	3428		SPIERING, OLIVIA	Yes	No	No	USD	05/20/2024	210.00
		9558	706618	Check	1	2126		STEIN'S INC.	Yes	No	No	USD	05/20/2024	742.50
		9559	706619	Check	1	2139		SUMMIT FIRE PROTECTION	Yes	No	No	USD	05/20/2024	5,586.00
		9560	706620	Check	1	2143	REMIT	SUPREME SCHOOL SUPPLY CO.	Yes	No	No	USD	05/20/2024	94.85
		9561	706621	Check	1	2149		SWANSON'S REPAIR	Yes	No	No	USD	05/20/2024	94.47
		9562	706622	Check	1	2162		TEACHER CREATED RESOURCES	Yes	No	No	USD	05/20/2024	2,061.13
		9580	706623	Check	1	3233		THE JUICE PLUS+ COMPANY	Yes	No	No	USD	05/20/2024	206.00
		9541	706624	Check	1	1716	REMIT	THE MASTER TEACHER, INC	Yes	No	No	USD	05/20/2024	54.95
		9563	706625	Check	1	2203		TROPHY HOUSE	Yes	No	No	USD	05/20/2024	648.54
		9564	706626	Check	1	2207		TWEETON REFRIGERATION, INC.	Yes	No	No	USD	05/20/2024	1,349.70
		9542	706627	Check	1	1719		U.S. MATH RECOVERY COUNCIL	Yes	No	No	USD	05/20/2024	271.90
		9565	706628	Check	1	2226		UPPER LAKES FOODS, INC.	Yes	No	No	USD	05/20/2024	20,043.01
		9566	706629	Check	1	2252		WEBBER FAMILY MOTORS	Yes	No	No	USD	05/20/2024	116.06

SMART Finance Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0022	MW	9567	706630	Check	1	2270		WOLLIN, JUDY	Yes	No	No	USD	05/20/2024	48.50
Bank Total: MW														
Report Total:														
\$165,426.64														
\$165,426.64														

HAND PAYABLE SUMMARY (APRIL 2024)

Pmt No	Check No	Pay Type	Vendor	Date	Amount
8964		Wire	CONSTELLATION NEW ENERGY GAS D	4/1/2024	\$ 3,162.33
8965		Wire	EMC INSURANCE COMPANIES	4/1/2024	\$ 17,012.08
8966		Wire	PERFORMANCE FOODSERVICE	4/1/2024	\$ 2,941.19
8967		Wire	PERFORMANCE FOODSERVICE	4/1/2024	\$ 98.75
8968		Wire	PERFORMANCE FOODSERVICE	4/1/2024	\$ 506.23
8968		Wire	PERFORMANCE FOODSERVICE	4/16/2024	\$ (506.23)
8969		Wire	LAKES COUNTRY SERVICE CO-OP INSURANCE POOL	4/1/2024	\$ 301,938.96
9060		Wire	BIX PRODUCE	4/3/2024	\$ 6,095.28
9061		Wire	CAPITAL ONE TRADE CREDIT	4/3/2024	\$ 31.81
9062		Wire	CASH-WA DISTRIBUTING CO.	4/3/2024	\$ 757.79
9063		Wire	CITY OF DETROIT LAKES	4/3/2024	\$ 1,057.32
9081		Wire	DETROIT LAKES DISPOSAL	4/3/2024	\$ 4,971.67
9082		Wire	PUBLIC EMPLOYEES RETIREMENT ASSOC	4/5/2024	\$ 44,044.77
9083		Wire	MN TEACHERS RETIREMENT ASSOC.	4/5/2024	\$ 131,835.05
9101		Wire	BIX PRODUCE	4/12/2024	\$ 8,800.56
9102		Wire	CITY OF DETROIT LAKES	4/12/2024	\$ 16,113.27
9103		Wire	CITY OF DETROIT LAKES	4/12/2024	\$ 190.26
9104		Wire	CITY OF DETROIT LAKES	4/12/2024	\$ 235.00
9105		Wire	CITY OF DETROIT LAKES	4/12/2024	\$ 5,483.15
9106		Wire	MINNESOTA ENERGY RESOURCES	4/12/2024	\$ 73.08
9107		Wire	MINNESOTA ENERGY RESOURCES	4/12/2024	\$ 654.80
9108		Wire	MINNESOTA ENERGY RESOURCES	4/12/2024	\$ 636.32
9109		Wire	MINNESOTA ENERGY RESOURCES	4/12/2024	\$ 195.85
9110		Wire	MN DEPT OF REVENUE -SALES TAX	4/12/2024	\$ 1,316.00
9111		Wire	USPS.COM	4/12/2024	\$ 962.72
9131		Wire	INTERNAL REVENUE SERVICE	4/15/2024	\$ 206,496.76
9132		Wire	MN DEPT OF REVENUE -PAYROLL TAXES	4/15/2024	\$ 32,944.08
9220		Wire	AMAZON	4/19/2024	\$ 21,373.52
9221		Wire	BIX PRODUCE	4/18/2024	\$ 6,780.92
9222		Wire	CASH-WA DISTRIBUTING CO.	4/18/2024	\$ 770.66
9223		Wire	LAKES COMMUNITY COOPERATIVE	4/18/2024	\$ 2,776.41
9224		Wire	MINNESOTA ENERGY RESOURCES	4/18/2024	\$ 205.24
9225		Wire	MINNESOTA ENERGY RESOURCES	4/18/2024	\$ 605.52
9226		Wire	PERFORMANCE FOODSERVICE	4/18/2024	\$ 4,502.22
9227		Wire	PERFORMANCE FOODSERVICE	4/18/2024	\$ 2,004.75
9228		Wire	PERFORMANCE FOODSERVICE	4/18/2024	\$ 241.46
9237		Wire	WEX HEALTH INC - HSA/FLEX	4/19/2024	\$ 16,308.67
9238		Wire	PUBLIC EMPLOYEES RETIREMENT ASSOC	4/19/2024	\$ 36,917.03
9239		Wire	MN TEACHERS RETIREMENT ASSOC.	4/19/2024	\$ 128,417.88
9240		Wire	MINNESOTA STATE RETIREMENT SYS	4/19/2024	\$ 14,019.78
9241		Wire	AVIBEN	4/19/2024	\$ 38,677.70
9242		Wire	MN DEPT OF REVENUE - LEVY	4/19/2024	\$ 315.83
9243		Wire	MN DEPT OF REVENUE - LEVY	4/19/2024	\$ 501.08
9261		Wire	MINNESOTA ENERGY RESOURCES	4/23/2024	\$ 5,111.21
9262		Wire	MINNESOTA ENERGY RESOURCES	4/23/2024	\$ 328.27
9263		Wire	MINNESOTA ENERGY RESOURCES	4/23/2024	\$ 1,917.00
9264		Wire	PERFORMANCE FOODSERVICE	4/23/2024	\$ 1,438.22
9265		Wire	PERFORMANCE FOODSERVICE	4/23/2024	\$ 119.54
9266		Wire	PERFORMANCE FOODSERVICE	4/23/2024	\$ 3,070.42
9267		Wire	PERFORMANCE FOODSERVICE	4/23/2024	\$ 223.75
9268		Wire	QUADIENT LEASING USA, INC.	4/23/2024	\$ 333.39
9269		Wire	VERIZON WIRELESS	4/23/2024	\$ 555.74
9270		Wire	VERIZON WIRELESS	4/23/2024	\$ 636.80
9285		Wire	ARVIG COMMUNICATION SYSTEMS	4/26/2024	\$ 73.54
9286		Wire	ARVIG COMMUNICATION SYSTEMS	4/26/2024	\$ 123.95
9287		Wire	ARVIG COMMUNICATION SYSTEMS	4/26/2024	\$ 488.23
9288		Wire	BIX PRODUCE	4/26/2024	\$ 6,785.78
9289		Wire	CASH-WA DISTRIBUTING CO.	4/26/2024	\$ 729.31
9290		Wire	CITY OF DETROIT LAKES	4/26/2024	\$ 140.66
9291		Wire	CITY OF DETROIT LAKES	4/26/2024	\$ 18,730.19
9292		Wire	CITY OF DETROIT LAKES	4/26/2024	\$ 1,069.90
9293		Wire	CITY OF DETROIT LAKES	4/26/2024	\$ 984.53
9294		Wire	CITY OF DETROIT LAKES	4/26/2024	\$ 242.54
9295		Wire	CITY OF DETROIT LAKES	4/26/2024	\$ 433.30
9296		Wire	PERFORMANCE FOODSERVICE	4/26/2024	\$ 1,446.79
9297		Wire	PERFORMANCE FOODSERVICE	4/26/2024	\$ 306.65
9298		Wire	QUADIENT FINANCE (POSTAGE)	4/26/2024	\$ 1,000.00
9299		Wire	USPS.COM	4/26/2024	\$ 68.59
9389		Wire	CORPORATE PAYMENT SYSTEMS	4/30/2024	\$ 16,890.68
9404		Wire	PERFORMANCE FOODSERVICE	4/30/2024	\$ 1,117.98

9405		Wire	QUADIENT FINANCE (POSTAGE)	4/30/2024	\$ 2,000.00
9406		Wire	SYSCO NORTH DAKOTA, INC	4/30/2024	\$ 9,293.75
9407		Wire	SYSCO NORTH DAKOTA, INC	4/30/2024	\$ 1,597.63
9408		Wire	ND STATE TAX COMMISSIONER	4/30/2024	\$ 219.42
9409		Wire	METLIFE	4/30/2024	\$ 6,338.44
9410		Wire	INTERNAL REVENUE SERVICE	4/30/2024	\$ 249,990.47
9411		Wire	MN DEPT OF REVENUE -PAYROLL TAXES	4/30/2024	\$ 40,707.88
9412		Wire	MINNESOTA STATE RETIREMENT SYS	4/30/2024	\$ 13,999.78
9413		Wire	AVIBEN	4/30/2024	\$ 39,377.04
9414		Wire	MN DEPT OF REVENUE - LEVY	4/30/2024	\$ 358.07
9415		Wire	MN DEPT OF REVENUE - LEVY	4/30/2024	\$ 441.56
9426		Wire	MIDWEST BANK	4/30/2024	\$ 8.00
9427		Wire	MIDWEST BANK	4/30/2024	\$ 4.00
9428		Wire	MIDWEST BANK	4/30/2024	\$ 100.00
9429		Wire	MIDWEST BANK	4/30/2024	\$ 10.00
9430		Wire	MIDWEST BANK	4/30/2024	\$ 10.00
9431		Wire	AUTHORIZE.NET GATEWAY BILLING	4/30/2024	\$ 10.00
9432		Wire	VANTIV BILLING / WORLDPAY	4/30/2024	\$ 87.90
9433		Wire	REVTRAK	4/30/2024	\$ 29.95
9434		Wire	TRANSFIRST AFFINETY	4/30/2024	\$ 1,404.93
9435		Wire	WEX HEALTH INC	4/30/2024	\$ 7,324.22
9436		Wire	WEX HEALTH INC	4/30/2024	\$ 464.75
8402	705703	Check	HATCH, ELI	4/29/2024	\$ (40.00)
8970	706132	Check	CARRIER, JOSEPH	4/1/2024	\$ 3,000.00
8974	706133	Check	MADISON NATIONAL LIFE INSURANCE	4/1/2024	\$ 2,591.44
8971	706134	Check	MN DEPARTMENT OF HEALTH	4/1/2024	\$ 290.00
8972	706135	Check	MN DEPARTMENT OF HEALTH	4/1/2024	\$ 140.00
8973	706136	Check	VOYAGER LANES	4/1/2024	\$ 104.00
9064	706222	Check	ANDERSON COACH OF FRAZEE, INC.	4/3/2024	\$ 10,289.00
9067	706223	Check	CITY OF HAWLEY	4/3/2024	\$ 79.50
9065	706224	Check	OLANDER BUS SERVICE INC.	4/3/2024	\$ 191,158.75
9066	706225	Check	SCHULTZ BUS COMPANY	4/3/2024	\$ 109,508.40
9084	706226	Check	BARBERG, JENNIFER	4/9/2024	\$ 248.73
9092	706227	Check	BURNS, STEVE	4/9/2024	\$ 191.70
9085	706228	Check	BURNSIDE, JENNIFER	4/9/2024	\$ 137.00
9098	706229	Check	CENTRAL LAKES CONFERENCE	4/9/2024	\$ 560.00
9095	706230	Check	FOREST HILLS RESORT	4/9/2024	\$ 322.13
9094	706231	Check	FUHS, STEVE	4/9/2024	\$ 110.00
9086	706232	Check	GREAT NORTH PIZZA, INC	4/9/2024	\$ 4,257.50
9093	706233	Check	ISD #544	4/9/2024	\$ 300.00
9087	706234	Check	JOHNSON, JESSICA	4/9/2024	\$ 220.08
9088	706235	Check	LA BARISTA	4/9/2024	\$ 1,256.06
9096	706236	Check	MITCHELL, ALYSSA	4/9/2024	\$ 305.78
9097	706237	Check	MOHR, CHRISTIN	4/9/2024	\$ 158.67
9099	706238	Check	MOUW, LEANN	4/9/2024	\$ 85.00
9089	706239	Check	PIRATE RADIO PRODUCTIONS	4/9/2024	\$ 500.00
9090	706240	Check	SCHNATHORST, VERNON	4/9/2024	\$ 220.76
9100	706241	Check	SEAVERT, DALE	4/9/2024	\$ 100.00
9091	706242	Check	TROPHY HOUSE	4/9/2024	\$ 190.00
9112	706243	Check	CARRIER, JOSEPH	4/12/2024	\$ 150.00
9118	706244	Check	HENDRICKS, LYNN	4/12/2024	\$ 700.00
9116	706245	Check	ISD #726	4/12/2024	\$ 190.00
9117	706246	Check	MINNESOTA ADAPTED ATHLETICS ASSOCIATION	4/12/2024	\$ 350.00
9113	706247	Check	MN DEPARTMENT OF HEALTH	4/12/2024	\$ 1,400.00
9114	706248	Check	REGION 8AA MSHSL	4/12/2024	\$ 3,735.00
9115	706249	Check	REGION 8AA MSHSL	4/12/2024	\$ 5,400.00
9122	706250	Check	BACHMANN, DARWIN	4/15/2024	\$ 100.00
9122	706250	Check	BACHMANN, DARWIN	4/23/2024	\$ (100.00)
9119	706251	Check	CARRIER, JOSEPH	4/15/2024	\$ 450.00
9120	706252	Check	CARRIER, JOSEPH	4/15/2024	\$ 500.00
9124	706253	Check	CITY OF HAWLEY	4/15/2024	\$ 58.00
9123	706254	Check	FUHS, STEVE	4/15/2024	\$ 110.00
9123	706254	Check	FUHS, STEVE	4/23/2024	\$ (110.00)
9126	706255	Check	FUHS, TAYLOR	4/15/2024	\$ 158.50
9125	706256	Check	GULER, BRIAN	4/15/2024	\$ 100.00
9125	706256	Check	GULER, BRIAN	4/23/2024	\$ (100.00)
9121	706257	Check	ISD #309	4/15/2024	\$ 240.00
9129	706258	Check	MAASS, BRETT	4/15/2024	\$ 111.05
9128	706259	Check	MN INDIAN EDUCATION ASSOCIATION	4/15/2024	\$ 200.00
9130	706260	Check	REGION ONE FFA	4/15/2024	\$ 119.00
9127	706261	Check	SEAVERT, DALE	4/15/2024	\$ 139.38
9127	706261	Check	SEAVERT, DALE	4/23/2024	\$ (139.38)
9135	706262	Check	AFSCME COUNCIL 65	4/15/2024	\$ 284.56
9133	706263	Check	AMERICAN FAMILY LIFE ASSURANCE CO	4/15/2024	\$ 228.97
9137	706264	Check	D. L. ATHLETIC FOUNDATION	4/15/2024	\$ 155.00
9138	706265	Check	D.L. PUBLIC EDUC FOUNDATION	4/15/2024	\$ 30.00
9134	706266	Check	MINNESOTA CHILD SUPPORT	4/15/2024	\$ 646.50

9140	706267	Check	MN SCHOOL EMPLOYEES ASSOC.	4/15/2024	\$ 139.31
9139	706268	Check	SUPPORT PAYMENT CLEARINGHOUSE	4/15/2024	\$ 335.91
9136	706269	Check	UNITED WAY OF BECKER COUNTY	4/15/2024	\$ 188.00
9232	706349	Check	AMERICINN BY WYNDHAM	4/18/2024	\$ 2,472.14
9234	706350	Check	DAKOTA WINDS GOLF COURSE	4/18/2024	\$ 100.00
9231	706351	Check	GREYSTONE GOLF CLUB	4/18/2024	\$ 300.00
9229	706352	Check	ISD #152	4/18/2024	\$ 185.00
9236	706353	Check	MAPLE RIVER GOLF CLUB	4/18/2024	\$ 75.00
9230	706354	Check	REGION 8AA MSHSL	4/18/2024	\$ 120.00
9235	706355	Check	THE MEADOWS GOLF COURSE	4/18/2024	\$ 75.00
9233	706356	Check	VILLAGE GREEN GOLF COURSE	4/18/2024	\$ 75.00
9255	706357	Check	BAUMGARTNER, MAKAYLA	4/23/2024	\$ 14.23
9244	706358	Check	BREAKDOWN SPORTS USA, INC	4/23/2024	\$ 740.00
9245	706359	Check	BURNSIDE, JENNIFER	4/23/2024	\$ 84.60
9246	706360	Check	CAULFIELD STUDIO	4/23/2024	\$ 50.00
9253	706361	Check	CHESKA, ROLAND	4/23/2024	\$ -
9254	706362	Check	CHESKA, ROLAND	4/23/2024	\$ -
9247	706363	Check	FARGO NORTH HIGH SCHOOL	4/23/2024	\$ 200.00
9258	706364	Check	GAMES TO GO	4/23/2024	\$ 1,548.99
9248	706365	Check	GEMINI ATHLETIC WEAR, INC.	4/23/2024	\$ 8,318.30
9249	706366	Check	GERRELL'S SPORT CENTER	4/23/2024	\$ 2,655.00
9252	706367	Check	GULSETH, MARK	4/23/2024	\$ 212.56
9250	706368	Check	JIMMY JOHNS #1897	4/23/2024	\$ 2,147.81
9251	706369	Check	LA BARISTA	4/23/2024	\$ 1,522.50
9259	706370	Check	MADISON NATIONAL LIFE INSURANCE	4/23/2024	\$ 2,184.89
9260	706371	Check	MADISON NATIONAL LIFE INSURANCE	4/23/2024	\$ 2,535.58
9257	706372	Check	WHITE BEAR LAKE GOLF	4/23/2024	\$ 490.00
9256	706373	Check	ZURN, CARLY	4/23/2024	\$ 42.10
9271	706374	Check	ANDERSON COACH OF FRAZEE, INC.	4/26/2024	\$ 42,072.00
9276	706375	Check	BACHMANN, DARWIN	4/26/2024	\$ 200.00
9272	706376	Check	BECKER COUNTY AUDITOR-TREASURER	4/26/2024	\$ 38,496.00
9277	706377	Check	BURNS, STEVE	4/26/2024	\$ 291.70
9273	706378	Check	CONCORDIA COLLEGE	4/26/2024	\$ 450.00
9282	706379	Check	DAKOTA WINDS GOLF COURSE	4/26/2024	\$ 100.00
9274	706380	Check	EITER, TERRY	4/26/2024	\$ 330.00
9274	706380	Check	EITER, TERRY	4/29/2024	\$ (330.00)
9284	706381	Check	FOND DU LAC TRIBAL & COMMUNITY COLLEGE	4/26/2024	\$ 100.00
9279	706382	Check	FUHS, STEVE	4/26/2024	\$ 550.00
9281	706383	Check	HAMLIN UNIVERSITY	4/26/2024	\$ 80.00
9278	706384	Check	ISD #23	4/26/2024	\$ 150.00
9275	706385	Check	LAKES COUNTRY SERVICE CO-OP	4/26/2024	\$ 616.00
9280	706386	Check	SCHMITZ, RYAN	4/26/2024	\$ 220.31
9280	706386	Check	SCHMITZ, RYAN	4/29/2024	\$ (220.31)
9283	706387	Check	WELLER, TERRY	4/26/2024	\$ 220.31
9283	706387	Check	WELLER, TERRY	4/29/2024	\$ (220.31)
9395	706477	Check	BENHAM, RICK	4/30/2024	\$ 125.68
9390	706478	Check	CENTRAL MARKET	4/30/2024	\$ 494.81
9398	706479	Check	CROSSWOODS GOLF COURSE	4/30/2024	\$ 250.00
9396	706480	Check	DETROIT COUNTRY CLUB	4/30/2024	\$ 690.00
9394	706481	Check	GULSETH, MARK	4/30/2024	\$ 260.00
9403	706482	Check	ISD # 318	4/30/2024	\$ 180.00
9397	706483	Check	ISD #726	4/30/2024	\$ 180.00
9392	706484	Check	JB'S CUSTOM APPAREL	4/30/2024	\$ 1,062.00
9393	706485	Check	LEADING EDGE FUNDRAISING	4/30/2024	\$ 4,138.00
9402	706486	Check	MEJIA, EMMA	4/30/2024	\$ 152.61
9391	706487	Check	PARK RAPIDS AREA SCHOOLS	4/30/2024	\$ 125.00
9401	706488	Check	RISLUND, JAMES	4/30/2024	\$ 150.00
9400	706489	Check	RISLUND, RITA	4/30/2024	\$ 235.00
9399	706490	Check	WELLER, TERRY	4/30/2024	\$ 125.68
9418	706491	Check	AFSCME COUNCIL 65	4/30/2024	\$ 258.67
9416	706492	Check	AMERICAN FAMILY LIFE ASSURANCE CO	4/30/2024	\$ 228.97
9420	706493	Check	D. L. ATHLETIC FOUNDATION	4/30/2024	\$ 155.00
9424	706494	Check	D.L. EDUCATION MINNESOTA (PARA)	4/30/2024	\$ 1,258.87
9423	706495	Check	D.L. EDUCATION MINNESOTA (TEACHER)	4/30/2024	\$ 19,534.51
9421	706496	Check	D.L. PUBLIC EDUC FOUNDATION	4/30/2024	\$ 30.00
9417	706497	Check	MINNESOTA CHILD SUPPORT	4/30/2024	\$ 646.50
9425	706498	Check	MN SCHOOL EMPLOYEES ASSOC.	4/30/2024	\$ 158.43
9422	706499	Check	SUPPORT PAYMENT CLEARINGHOUSE	4/30/2024	\$ 335.91
9419	706500	Check	UNITED WAY OF BECKER COUNTY	4/30/2024	\$ 188.00

\$ 1,982,884.61

PERSONNEL AGENDA

May 20, 2024

1) **Resignations:**

Shiloh Barrows– Laker Kids Assistant, effective May 27, 2024.

Johnny Do– Laker Kids Assistant, effective April 20, 2024.

Kevin Drotts– High School Science Teacher, effective May 24, 2024.

Heidi Evans– Volleyball Coach, effective May 1, 2024.

Laura Hunt– Middle School Special Education Teacher, effective May 24, 2024.

Amy Johnson–Middle School Paraprofessional, effective May 9, 2024.

Bryan Larson– High School Custodian, effective April 22, 2024.

Ashley McDougall– Laker Kids Assistant, effective May 13, 2024.

Lisa Provo– Laker Transitions Job Coach, Effective May 14, 2024.

Mikail Ramsey– Laker Kids Assistant, effective April 20, 2024.

Allie Sanders– Laker Kids Assistant, effective April 18, 2024.

Jacob Thomposon– Boys Tennis Coach, effective April 25, 2024.

Zachary Werner– High School Custodian, effective May 13, 2024.

Taylor Winter– Laker Kids Assistant, effective April 30, 2024.

2) **Retirements:**

Cindy Macheel– Middle School Para, effective May 23, 2024.

3) **Appointments:**

McKaden Anderson– Summer Laker Kids Assistant, at the rate of \$16.50 per hour, working 2975 hours per week, effective May 28, 2024 through August 23, 2024.

Arlene Bakker– Elementary Summer Para, at the rate of \$19.80 per hour working 34 hours per week, effective July 8, 2024 through July 25.

Kirstin Bird– Lincoln Summer School Child Educator, at the rate of \$36.19 per hour working up to 120 hours, effective May 28, 2024 through June 28, 2024.

Catherine Cyr– Special Education Teacher, at the rate of MA+20 Step 13 or a contract amount of \$77,713 per year with 5 additional days for the 24-25 School year at \$2,182.95, effective August 19, 2024.

Robb Flint– High School Girls Head Basketball Coach, at the rate of \$6,910.54 per season, effective November 11, 2024.

Barb Groth– Elementary Summer Para, at the rate of \$20.05 per hour working 34 hours per week, effective July 8, 2024 through July 25.

Akyra Hagen– ECFE/SR Educator, at the rate of \$36.19 per hour, working 39.75 hours per week, effective August 19, 2024.

Terry Haus– Full time seasonal Groundskeeper Middle School/Roosevelt, at the rate of \$19.10 per hour working up to 520 hours per year, effective June 1, 2024 through September 6, 2024.

Jorde Hutton– High School Interim Assistant Varsity Tennis Coach, at the rate of \$1,529.92 per season, effective April 26, 2024 through June 8, 2024.

Connie Johnson– Elementary Summer Para/Clerical, at the rate of \$21.54 per hour working 34 hours per week, effective July 8, 2024 through July 25.

Luke Karlgaard– Assistant High School Girls Basketball Coach, at the rate of \$4,649.22 per season, effective November 11, 2024.

Henry Kellerhuis– High School Science Teacher, at the rate of BA Step 1 or a contract amount of \$45,023 per year, effective August 19, 2024.

Jennifer Klein–Elementary Summer Para/Clerical, at the rate of \$17.82 per hour working 34 hours per week, effective July 8, 2024 through July 25.

Ruth Lage– Elementary Summer Para, at the rate of \$20.30 per hour working 34 hours per week, effective July 8, 2024 through July 25.

Natalie Mahlum– Rossman Laker Kids Assistant, at the rate of \$16.50 per hour working 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

David Miller– High School Summer School Teacher, at the rate of \$30 per hour working up to 152 hours, effective June 3, 2024 through August 1, 2024.

Macey Olson– Rossman Laker Kids Assistant, at the rate of \$16.50 per hour working 29.75 hours per week, effective May 28, 2024.

Randall Rabideaux– Rossman Custodian, at the rate of \$19.10 per hour with \$1.00 differential pay, effective April 23, 2024.

Jennifer Savig– Lincoln Child Educator, at the rate of \$37.33 per hour working 27.5 hours per week, effective July 1, 2024.

Val Soberg– Elementary Summer Para, at the rate of \$19.55 per hour working 34 hours per week, effective July 8, 2024 through July 25.

Jay Sorensen– Summer School Teacher, at the rate of \$30 per hour, working up to 152 hours, effective June 3, 2024 through August 1, 2024

Kristin Swenson– High School JV Girls Basketball Coach, at the rate of \$4,649.22 per season, effective November 11, 2024.

Michelle Tappe– Elementary Summer Para, at the rate of \$17.20 per hour working 34 hours per week, effective Jul8, 2024 through July 25.

Isabelle Wilson– Summer Laker Kids Assistant, at the rate of \$16.50 per hour, working 29.75 hours per week, effective May 28, 2024 through August 23, 2024.

Amy Zamzo– Middle School Boys Tennis Coach, at the rate of 4.5% of Step 7 or a contract amount of \$2,256.89 per season, effective April 2, 2024.

4) Amended Assignment:

Amber Colby– Special Education Teacher is amending her assignment from Laker Transitions to Rossman, effective August 2024.

Kelsey Fode–Roosevelt Teacher is amending her assignment from 1st Grade Teacher to 2nd Grade Teacher, effective August 2024.

Staci Landsem– ABE Program Assistant is amending her assignment from 1,000 hours to up to 1,560 hours, effective January 1, 2024.

Markus Okeson– is amending his assignment from 9th Grade Softball Coach, to JV Softball coach, effective March 11, 2024.

Amy Porter– is amending her assignment from Roosevelt 2nd Grade Teacher to Roosevelt Interventionist, effective August 2024.

5) Termination:

Vicki Johnson–Independent Study Program Instructor, effective May 24, 2024.

Jay Sorensen– Independent Study Program Instructor, effective May 24, 2024.

Jeri Sakrismo– Independent Study Program Instructor, effective May 24, 2024.

6) Leave of Absence:

Leslie Anderson– High School Physical Education Teacher is requesting a leave of absence from April 8, 2024 through May 24, 2024.

Kristi Husby– Roosevelt Special Education Para is requesting a leave of absence from April 30, 2024 through May 21, 2024.

Elise McCollum–Rossman Teacher, is requesting a leave of absence from May 10, 2024 through May 24, 2024.

Amalea Price– Rossman Special Education Para is requesting a leave of absence from September 3, 2024 through January 27, 2025.

Rob Uilyott– High School Social Studies Teacher is requesting a leave of absence for the 24-25, 25-26, and 26-27 School Years.

DATE: May 5, 2024
TO: Mark Jenson, Superintendent and Board of Education
FROM: Jason Kuehn, Director of Finance and Operations
SUBJECT: **Approve Canine Detection Services Contract**

Administration recommends renewal of the agreement for Interquest Detection Canine for substance awareness and detection services for the 2024-25 school year. Random inspections occur at Detroit Lakes High School, Detroit Lakes Middle School, and the Detroit Lakes Area Learning Center. The cost of the agreement is for twenty-two (22) half days per site at \$340.00 per visit. These services are budgeted annually with funds supported by the Safe School Levy.

Administration recommends approval of this agreement.

cc: Mike Suckert
Josh Omang
Brandon Schlenner
Colin Gedrose
District Liaison Officer

Interquest Detection Canines®

(INTERQUEST)

Detroit Lakes School District

(the District)

This shall serve as an agreement by and between Interquest Detection Canines® and the DISTRICT for substance awareness and detection services for the period of September 2024 through May 2025.

It is understood that the DISTRICT has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety and education.

INTERQUEST shall provide contraband inspection services utilizing non- aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the DISTRICT administration with INTERQUEST acting as an agent of the DISTRICT while conducting such inspections. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by DISTRICT officials, shall be subject to inspection. Contraband detected on DISTRICT property is the responsibility of the DISTRICT. Suspected drugs of abuse may be field-tested to provide preliminary or presumptive identification of the drug.

INTERQUEST agrees to provide 22 Half day visits for the contract period. The DISTRICT may increase the total number of visits by notifying INTERQUEST in writing. The cost for each visit will be \$340.00 per team. Multiple canine teams will be charged on a per team basis. Required court testimony on behalf of the DISTRICT will be charged at the same rate. INTERQUEST will invoice for service on a monthly basis at the conclusion of the service month. The DISTRICT agrees to pay for services within thirty (30) days of receipt of such invoice.

INTERQUEST will schedule DISTRICT visits in conjunction with days designated by the DISTRICT as appropriate for visits. The District will provide a school calendar with inappropriate dates for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits. DISTRICT will be responsible for payment for any visit made on any day other than those days noted as unacceptable on the attached school calendar.

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and other state regulatory agencies as required.

INTERQUEST DETECTION CANINES®

Sara Fox

School's signature _____

PURCHASE OF SERVICE AGREEMENT
Mental Health Therapy Services
Detroit Lakes Independent School District &
Stellher Human Services, Inc.
July 1, 2024 - June 30, 2025

Term

This agreement is entered into effective July 1, 2024 by and between the Detroit Lakes School District, (“District”) and Stellher Human Services, Inc. (“Contractor”) for services in the period July 1, 2024 to June 30, 2025.

RECITALS

The District has need of mental health intervention and treatment services for children and adolescents who have an emotional disturbance or who are at-risk of developing emotional or behavioral disorders. The purpose of these services is to reduce the risk of onset of emotional and behavioral problems and to provide the appropriate treatment and follow-up services to children who already have an emotional disturbance. The District and Contractor desire to enter into this agreement to combine their resources and thereby provide mutually agreed upon services to students and families with the above needs.

AGREEMENT

I. Contractors Duties

- A. The Contractor will provide individual and group therapy and/or skills building for students with an emotional disturbance, emotional behavioral disorder or serious mental health problem.
- B. Services will be provided by a Therapist (Mental Health Professional or by a master’s level Practitioner as defined in M.S. 245.4871, Subd. 26). The Therapist will be available to provide services both during the school year and in the summer.
- C. The Contractor will provide 10 FTE’s comprised of Mental Health Professionals, Mental Health Practitioners and Clinical Trainees to provide services to children.
- D. The Contractor shall be responsible for all compensation, fringe benefits, liability insurance, mileage and compliance with all State and Federal laws governing employment relationships to the employee by the employer.
- E. The Contractor will coordinate services with the District and other agencies that may be providing services to the child.

- F. The Contractor shall, in writing within 10 days, notify the District whenever it is unable to, or going to be unable to, provide the required quality or quantity of the Purchased Services.

II. Duties of the District

- A. The District will identify and refer students to the program.
- B. The District will coordinate other district services that the student might be receiving with the Contractor's staff and will assist the Contractor's staff in scheduling and accessing students for treatment sessions.
- C. The District will provide appropriate space and other needed furnishings, equipment and support for conducting treatment sessions.

III. Terms of Payment

- A. The Stellher budget for the 2024-2025 school year for the 10 FTE's and Clinical Supervision is \$763,903.98. Of that amount, the District will be responsible for \$241,200.
- B. The Contractor will bill the District nine (9) monthly installments of \$26,800 starting September 1, 2024. The District will make payment to the Contractor within 15 days of receipt of each billing.
- C. The Contractor will bill Minnesota Health Care Programs and other third-party payers for services to eligible clients.
- D. It is understood that if the State source or other sources of funds on behalf of any of the parties is not obtained at a level sufficient to purchase the service, the obligation of each party under this agreement may be revised or terminated.
- E. The Contractor shall not charge any program or service fee to contract eligible clients (students and/or their families). School Linked Mental Health grant funds will be used to pay for services to uninsured and underinsured families and for consultation with staff, parents and other activities not reimbursable by third parties.

V. Eligibility for Services

- A. Eligible students are those who have been identified by the District as needing mental health services.
- B. Eligibility for mental health services reimbursable by Minnesota Health Care Programs is determined in accordance with MN Statutes 256B.0943, Children's Therapeutic Services and Supports, and other statutes and rules applicable to those programs.

- C. If a contract eligible client is no longer eligible to receive purchased services or services are no longer needed or appropriate, the Contractor shall notify the School within ten working days of the determination.

VI. Reports and Records

- A. The Contractor agrees to submit financial and statistical reports to the District upon their request or at least annually.
- B. The Contractor agrees to keep complete books and records according to generally accepted accounting principles, which shall fully document receipts and expenditures under this contract. Contractor further agrees to maintain all records pertaining to the contract at its office for four years for audit purposes.

VII. Safeguard of Client Information

The use or disclosure by any party of information concerning an eligible client in violation of any rule of confidentiality provided for in Minnesota Statutes, Chapter 13, or for any responsibility with respect to the Purchased Services hereunder is prohibited except on written consent of such eligible client, the client's attorney or the client's responsible parent or guardian.

VIII. Equal Employment Opportunity, Civil Rights, Nondiscrimination & Human Rights

The Contractor agrees to comply with the Civil Rights Act of 1964, Title VII (42 USC 2000e); including Executive Order No. 11246, and Title VI (42 USC 2000d); and the Rehabilitation Act of 1973, as amended by Section 504, and the Minnesota Human Rights Act (M.S. ch. 363). The School encourages the recruitment and consideration of qualified mental health consumers and family members for positions funded under this contract.

IX. Indemnification and Insurance

All parties herein agree to fully exonerate, indemnify and hold harmless one another from and against all claims or actions and all expenses and cost including attorney's fees incidental to the defense of any such claims or actions based upon or arising out of damage or injury (death) to person or property caused by or sustained in connection with the performance of this Agreement. The Contractor further agrees, in order to protect itself and the other parties under the indemnity provisions above, to always during the term of this contract, have and keep in force a liability insurance policy in the amount of \$1,000,000 for each occurrence and \$3,000,000 general aggregate.

X. Termination

All parties herein agree that should any of the parties participating in this agreement for reasons beyond their control be unable to secure adequate funding for the purposes herein and upon 30 days' notice be able to revise or terminate their obligations to this agreement.

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

Detroit Lakes Superintendent

Date

Stellher Human Services, Inc., CEO

Date

DATE: May 6, 2024
TO: Mark Jenson, Superintendent and Board of Education
FROM: Jason Kuehn, Director of Finance and Operations
SUBJECT: **Deferred Maintenance Planning Renewal**

The District is required to annually submit a 10 Year Long-Term Facilities Maintenance (LTFM) to the Minnesota Department of Education (MDE) outlining expenditures and revenues in relation to deferred maintenance. The District partners with ICS to provide resources to analyze our current facilities, complete required reporting to MDE for LTFM planning, and maintain software to track the status of deferred maintenance projects.

The proposed agreement with ICS is for \$10,530.00 for the 2024-25 school year. Funds for this agreement will come from reserved Long-Term Facilities Maintenance funds.

Administration recommends approval of the software agreement.

cc: Colin Gedrose



Detroit Lakes Public Schools Deferred Maintenance Planning Renewal



A LEIDOS Company

April 16, 2024





April 16, 2024

Jason Kuehn
Director of Finance and Operations
Detroit Lakes Public Schools
702 Lake Avenue
Detroit Lakes, MN 56501

Re: Deferred Maintenance Planning Software Renewal Agreement

Dear Mr. Kuehn:

We are pleased to provide you with this letter of understanding and proposal to continue our services with ICS's proprietary software, CIP360, for the districts LTFM planning.

We will work collaboratively with district administration and leadership to update existing facility data, analyze, and change the data as necessary and provide relevant reporting. The ultimate goal is to provide Detroit Lakes Public Schools reports that assist them in effectively communicating and implementing long term facility maintenance needs throughout the school district.

We would be happy to discuss this proposal with you and district leadership for clarity and understanding when you see appropriate. Thank you for your consideration and we look forward to partnering with the Detroit Lakes Public Schools.

Sincerely,

Lori Christensen, PE
Business Development Specialist
ICS

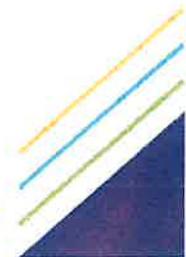


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Appendices

- A General Conditions
- B Signature Page



Meetings:

1. ICS will meet with the district administration and facility director to review deferred maintenance projects completed in the previous year and cost of those improvements.
2. ICS will meet with district administration and facility director to prioritize, and update districts facility needs.

Data Entry Phase and Data Validation Phase:

Utilizing the data collected from the facility assessments in 2023 and meetings with the district:

1. ICS will update the deferred maintenance and/or capital facility needs within the proprietary software.
2. ICS will input each line item into the relevant "systems" and "components" as developed within the software.
3. Identify which projects would require consultants (i.e., architect, engineers, etc.) and any other associated soft costs.
4. Agree upon an inflationary rate to be applied to the identified district's needs.
5. Identify and strategize on scopes of work that best address the deficiencies identified.
6. ICS will work with district staff to identify all available funding sources. Each line item in the plan will be placed into a funding bucket to aid the district in project planning.

These items will help provide outcomes that clearly identify all costs involved with a specific project or wider scopes of work and will give the district a better understanding of all costs involved associated with upkeep of the current facilities.

Report Phase:

ICS will work with the district to develop reports based on the data that resides in the software. All reports will be exported and generated through Excel.

It is expected that ICS will need to provide some level of custom reporting to meet the needs of Detroit Lakes Public Schools in order to facilitate effective communication of the needs with district stakeholders. All reports will be available as needed.





Implementation Schedule:

Upon the date of execution of this proposal, ICS will work with the district to update the information within the software based on work completed and district needs. Validation and Report phases will be ready by July 2024 for MDE's LTFM plan submission.

Compensation:

Compensation for completion of all work as described above is proposed as a lump sum amount of \$10,530* (\$11,700 – LCSC10% Partnership discount = \$10,530). The actual amount billed for ICS's services monthly will be based on ICS's estimate of the proportion of total services completed during the billing period. All reimbursable expenses, travel, mileage, printing, etc. are included in the lump sum fee.

*Note: All costs identified above are eligible for funding under the LTFM State Statute for school districts.

Agreement Duration:

This agreement is in effect for the duration of 1 year from contract execution.

Acceptance

If this proposal is acceptable, please authorize us to proceed by signing a copy of this document (Appendix B) and returning it to ICS. We will proceed with our scope of work upon receipt of your signed proposal. Thank you for the opportunity to provide you with this proposal. We look forward to continuing to partner with you and the district on this exciting effort!



Appendix A

General Terms and Conditions



GENERAL TERMS & CONDITIONS

1. **Agreement.** This is an agreement (“Agreement”) between Detroit Lakes Public Schools (“Client”), and ICS Consulting, Inc. (ICS), collectively, the “Parties.” This Agreement includes (1) these General Terms and Conditions, Appendix A; (2) the Project Proposal (“Proposal”) attached; (3) and Signature Page attached as Appendix B. This Agreement represents the entire and integrated agreement between the Parties and is exclusive of and supersedes all other agreements between the Parties, either oral or in writing. If any term or provision of this Agreement is found to be invalid under applicable law, that provision shall be deemed omitted from the Agreement and the remainder of the Agreement shall remain in full force and effect.

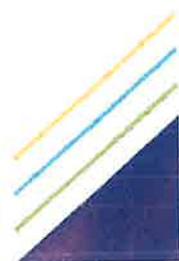
2. **Professional Services.** The Client engages ICS to provide professional project services (“Professional Services”) in connection with the project at the Client’s location (“Project”) described in the Proposal’s Scope of Services. Other services mutually agreed upon by the Parties (“Other Services”) not specifically described in the Proposal shall be (1) governed by this Agreement, (2) identified in an amended Scope of Services, and (3) the Client agrees to pay ICS for such Other Services as additional compensation as negotiated and mutually agreed on by both parties.

3. **Work Product.** The District and ICS agree that the Work Product ICS creates during performance of this agreement is proprietary information and may be copyrighted by ICS. The district shall not sell, share, or distribute ICS’s work product to any party, individual or entity. The district has no right or title to the work product and shall not use the work product for any purpose other than those purposes directly benefitting the project described in this Agreement. ICS has the right to use, reproduce, and to make derivative works from documents and other data generated or collected during this agreement.

The district is entitled to keep electronic and hard copies of ICS’s Work Product. The district may, after receiving ICS’s written approval, provide such documents to other professional service providers the district may retain after ICS’s Services under this Agreement are completed to assist with the construction, repair, maintenance, and preservation of its properties. ICS’s approval shall not be unreasonably withheld.

4. **Insurance.** Upon request of the District, ICS shall provide a certificate of insurance to the district identifying ICS’s insurance coverage. ICS shall maintain the following insurance in full force and effect until the Services are completed:

Coverages	Limits of Liability
General Liability	\$2,000,000 Each Occurrence \$4,000,000 Aggregate
Automobile Liability	\$1,000,000 Combined Single Limit



Umbrella Liability	\$5,000,000
Workers Compensation	Statutory
Professional Liability	\$1,000,000 Each Claim \$3,000,000 Aggregate

The above limits may be procured through primary and excess policies. ICS shall include the district as an additional insured on its general liability and automobile liability insurance policies applicable to the Services and required by this Agreement.

6. **Indemnification.** To the fullest extent permitted by law, ICS agrees to indemnify the District and its employees, officers, board members, insurers, attorneys, and agents from and against any and all monetary damages including reasonable costs, judgments, or other forms of monetary legal liability including reasonable attorney's fees that are proven to be legally caused by the negligence of ICS in performing or failing to perform its obligations under this Agreement, but only for the amount of damages which are equal to ICS's proportion of the total fault which is proven to have directly caused the damages. ICS's indemnification obligation shall apply to its subconsultant(s), anyone employed or hired by ICS, or anyone for whose acts ICS may be legally liable. ICS's indemnification obligation under this paragraph will not apply to any damages proven to be legally caused by the district's negligence in performing or failing to perform its obligations under this Agreement. ICS's duty to indemnify the district pursuant to this paragraph shall survive the completion, expiration, or termination of this Agreement.

To the fullest extent permitted by law, the District agrees to indemnify ICS and its agents, representatives, employees, officers, board members, insurers, and attorneys from and against any and all monetary damages including reasonable costs, judgments, or other forms of monetary legal liability, including reasonable attorney's fees that are proven to be legally caused by the negligence of the District in performing or failing to perform its obligations under this Agreement, but only for the amount of damages which are equal to the District's proportion of the total fault which is proven to have directly caused the damages. The district's indemnification obligation shall apply to its agents, representatives, officers, board members, insurers, attorneys and anyone employed or hired by the district, or anyone for whose acts the district may be legally liable. The district's obligations under this paragraph will not apply to any damages proven to be legally caused by the negligence of ICS in performing or failing to perform its obligations under this Agreement. The district's duty to indemnify ICS pursuant to this paragraph shall survive the completion, expiration, or termination of this Agreement.

7. **Termination.** Either party may terminate this Agreement upon not less than thirty (30) days written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.



Termination for Cause. If the District fails to make payments to ICS in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at ICS's option, cause for suspension of its Services under this Agreement. If ICS elects to suspend Services, ICS shall give fourteen (14) days' written notice to the district before suspending Services. In the event of a suspension of Services, ICS shall have no liability to the district for delay or damage caused the district because of such suspension of Services. ICS's fees for the remaining Services, and the time schedules, shall be equitably adjusted.

If ICS defaults by failing to substantially perform, in accordance with the terms of this Agreement, the District may give written notice to ICS (i) terminating this Agreement effective fourteen (14) days from the date of written notice, or (ii) setting forth the nature of the default and requesting that ICS cure the default within fourteen (14) days from the date of written notice. If ICS fails to cure the default within 14 days of written notice, the district may give notice to ICS of immediate termination. In such event, ICS shall be entitled to receive payment for Services properly performed prior to termination, together with Reimbursable Expenses (Attachment C), if applicable, then due through the date of termination.

Termination or Suspension for Convenience. The district may at any time give written notice to ICS terminating this Agreement within thirty (30) days or suspending the Agreement, in whole or in part, for the district's convenience and without cause. If the District terminates this Agreement or suspends the Project, ICS shall promptly reduce staff, services and outstanding commitments to minimize the cost of termination or suspension. In case of termination for the district's convenience, ICS shall be entitled to receive payment for Services executed prior to termination, together with Reimbursable Expenses (Attachment C), if applicable, then due through the date of termination including ICS's profits thereon, and reasonable costs incurred by reason of such termination for which ICS is not otherwise compensated, plus ICS's anticipated profit on the value of the Services not performed by ICS under the Agreement.

8. **Hazardous Materials.**

Asbestos-Containing Materials: Neither party desires to or is licensed to undertake direct obligations relating to the identification, abatement, cleanup, control, removal, or disposal of asbestos-containing materials ("ACM"). Consistent with applicable laws, the district shall supply ICS with any information in its possession relating to the presence of ACM in areas where ICS undertakes any Services that may result in the disturbance of ACM. If either the District or ICS becomes aware of or suspects the presence of ACM that may be disturbed by ICS's Services, it shall immediately stop the Services in the affected area and notify the other party. The District shall be responsible at its sole expense for addressing the potential for or the presence of ACM in conformance with all applicable laws and addressing the impact of its disturbance before ICS continues with its Services, unless ICS had actual knowledge that ACM was present and acted in disregard of that knowledge, in which case (i) ICS shall be responsible for remediating areas impacted by the disturbance of the ACM, and (ii) District shall resume its responsibilities for the ACM after ICS's remediation has been completed.



Other Hazardous Materials: ICS shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to Other Hazardous Materials (“OHM”) in any form except ICS shall be responsible for the removal and disposal of any OHM that ICS uses in providing its Services under this Agreement.

The district shall supply ICS with any information in its possession relating to the presence of OHM if their presence may affect ICS’s performance of the Services. If either the District or ICS becomes aware of or suspects the presence of OHM may interfere with ICS’s Services, it shall immediately stop the Services in the affected area and notify the other party. The District shall be responsible at its sole expense for removing and disposing of OHM from its facilities and the remediation of any areas impacted by the release of OHM, unless ICS had actual knowledge that OHM were present and acted in disregard of that knowledge, in which case (i) ICS shall be responsible for the remediation of any areas impacted by its release of such OHM, and (ii) the District shall remain responsible at its sole expense for the removal of any hazardous materials that have not been released and for releases not resulting from ICS’s performance of the Services.

9. **Disputes.** ICS and the District will attempt to settle any “Dispute” (including any claim, controversy, difference of opinion or matter in question between the Parties concerning the performance, enforcement, or interpretation of this Agreement), through direct informal discussions in good faith.
 - a. If informal discussions are unsuccessful, the Parties shall submit the Dispute to non-binding mediation with a mediator agreed upon by the Parties, or if one cannot be agreed upon within 15 days after the party seeking mediation provides written notice to the other party demanding mediation, a mediator shall be appointed by the district court in the jurisdiction in which the district is located. Demand for mediation shall be provided in writing to the other party within a reasonable time after the Dispute has arisen.
 - b. If the dispute is not resolved within 30 days after the conclusion of mediation proceedings, the Parties may pursue any legal remedy, including pursuing a claim in District Court.
 - c. Notwithstanding anything in this Agreement to the contrary, either party may pursue any legal remedy it deems appropriate without first resorting to informal discussion or mediation to the extent necessary to prevent a claim from being barred by the applicable statute of limitations or repose.
10. **Independent Consultant Relationship.** It is expressly understood that ICS is an independent contractor and not an employee of the district. ICS shall have control over the manner in which its Services are performed under this Agreement. ICS shall supply, at its own expense, all materials, supplies, equipment, and tools required to accomplish the Services contemplated by this Agreement. ICS is not entitled to any benefits from the district, including, without limitation, insurance benefits, sick and vacation leave, workers’ compensation benefits,



unemployment compensation, disability, severance pay, or retirement benefits. Nothing in this Agreement shall be deemed to constitute an employment, partnership, joint venture, or agency relationship between the parties. This paragraph shall not alter or limit the district's obligations to pay ICS for its Services as set forth in this Agreement.

11. **Other Provisions.**

a. This Agreement shall be governed by the laws of the State of Minnesota. This Agreement specifically includes Attachments A and B. Any litigation proceedings between the District and ICS related to this Agreement shall be venued in Minnesota state or federal district courts pursuant to applicable law.

b. The district shall provide ICS access to all applicable locations and facilities to assist ICS's performance of the Services under the Agreement.

c. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid that provision shall be deemed stricken from this Agreement, and all other provisions of the Agreement shall remain in full force and effect.

d. This Agreement represents the entire and integrated agreement between the Parties, and supersedes all prior negotiations, representations or agreements, either written or oral. The Parties bind themselves, their agents, successors, assigns and legal representatives to this Agreement. This Agreement cannot be assigned by either party without the prior written consent of the other party. This Agreement may be amended only by written instrument signed by the Parties. The captions and titles in this Agreement are for convenience only and shall not affect the interpretation or meaning of this Agreement. This Agreement may be signed in counterparts, each of which shall be deemed an original, and which taken together shall be deemed to be one and the same document.

e. Nothing contained in this Agreement shall create a contractual relationship with or cause of action in favor of a third party against ICS. The Services under this Agreement are being performed solely for the benefit of the district, and no other entity or individual shall have any claim against ICS because of this Agreement or the performance or non-performance of the Services in the Agreement.

f. The district shall make decisions and carry out its other responsibilities in a timely manner so as not to delay ICS's performance of its Services. The district shall be responsible for, and ICS may rely upon the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by the District to ICS pursuant to this Agreement. ICS may use such requirements, programs, instructions, reports, data, and information in performing or furnishing Services under this Agreement.

g. The Parties shall act in good faith in carrying out their respective duties and obligations under this Agreement. Any failure of either party to require strict performance by the other party, or any waiver by one



party of any requirement under this Agreement shall not be deemed to be a consent to or a waiver of any continuing or subsequent failure or breach.

h. All notices and other correspondence with respect to this Agreement shall be directed to the addresses listed at the beginning of this Agreement, or to such addresses as the parties may, from time to time, designate in writing.

i. Owner acknowledges and agrees that the proprietary software is designed merely to assist ICS and its agents in the performance of their professional activities and is not intended to replace the professional skill and judgment of ICS and/or its agents. ICS shall retain full control over the use of the Software, including input of information and analysis thereof, and any modifications or enhancements thereto.

j. As part of our Service we grant to you, subject to the terms and conditions of this Agreement, use of our proprietary software and the proprietary software. This software may be used in object code form only, and only in accordance with the applicable end user documentation, if any, and solely in conjunction with this Service Agreement. Neither you (and if you are an organization, none of your employees) will, directly or indirectly, reverse engineer, decompile, disassemble or otherwise attempt to discover the source code or underlying ideas or algorithms of our software; modify, translate, or create derivative works based on our software; or rent, lease, distribute, sell, resell, assign, or otherwise transfer rights to our software; use our for timesharing or service bureau purposes or otherwise for the benefit of a third party; or remove any proprietary notices or labels on our software. Because our software is proprietary, you agree not to publish or disclose to third parties any evaluation of our software without our prior written consent. You acknowledge that ICS (and/or our partners) retains exclusive ownership throughout the world of our software, any portions or copies thereof, and all rights therein. Upon termination of this Service Agreement for any reason, this use will terminate, and you, and any user accessing the Service by means of an organization account, if applicable, will cease to use or have access to the Software.

k. Owner may only use the Software for Owner's own internal data-processing and not, for example, for time-sharing, training, rental or as a service bureau. End User is not permitted to: (i) distribute, lease, license, sell, rent, lend, convey or otherwise transfer or assign the Software, or any license keys, passwords or usernames to the Software, (ii) make the Software, or use thereof, publicly available or available on a network for use by multiple users; (iii) prepare derivative works based on or otherwise modify the Software, in whole or in part; (iv) remove, obscure or modify any copyright, trademark or other proprietary rights notices, marks or labels contained on or within the Software, falsify or delete any author attributions, legal notices or other labels of the origin or source of the material; (v) misrepresent the source or ownership of the Software; or (vi) scrape, build databases or otherwise create permanent copies of content returned from the Software.



Appendix B

Signature Page





Detroit Lakes Public Schools
Deferred Maintenance Planning Software
April 16, 2024

Proposal Terms

Terms are continual with termination executed as noted in General Conditions.

Signature includes acceptance of attached proposal and general conditions.

Authorization to Proceed

We appreciate the opportunity to present this proposal for utilization of our deferred maintenance planning software. Please sign and return this document to our office. Upon receipt of signed copy, a fully executed copy will be forwarded back to you for your records. We will begin the project at the time of signature acceptance of this proposal.

* * *

Please proceed according to the above stated terms, attached general conditions and the proposal.

For Detroit Lakes Public Schools:

For ICS:

Date

Date

Printed Name

Printed Name

Authorized Signature

Authorized Signature



DATE: May 7, 2024
TO: Mark Jenson, Superintendent and Board of Education
FROM: Jason Kuehn, Director of Finance & Operations
SUBJECT: **Adult Education (AE) Agreements**

Attached are the agreements for the Adult Education (AE) Literacy Consortium program. Each location enters into an agreement to provide funds in partial support of area AE programming through base funding available for the program year 2024-25. The locations are as follows:

Ada-Borup-West School District
Frazee-Vergas School District
Lake Park-Audubon School District
New York Mills School District
Norman County East School District
Pelican Rapids School District
Perham School District
Rothsay School District
Ulen-Hitterdal School District

Administration recommends approval of these agreements.

cc: Amy Fish
Andrew Lesch

**DETROIT LAKES ADULT BASIC EDUCATION – SCHOOL DISTRICT #22
COMMUNITY EDUCATION**

THIS AGREEMENT by and between Perham-Dent ISD #549, 800 Coney St. West, Perham MN 56573 and the Detroit Lakes Literacy Consortium, 900 Highway 34 East, Detroit Lakes, MN 56501 for the period of July 1st, 2024 to June 30th, 2025.

WHEREAS ISD #549 wishes to enter into an agreement to provide funds in partial support of area Adult Basic Education (ABE) programming through base funding available for the program year 2024-2025.

WHEREAS, Detroit Lakes Literacy Consortium, the State-approved ABE provider for this area, wishes to enter into an agreement to supplement these same aforementioned funds to provide ABE programming in the ISD's area. This will accommodate ISD #549 and Detroit Lakes' obligation to provide the community with local ABE which is accessible and appropriate for area needs.

NOW, THEREFORE, the parties agree as follows:

As a member of the consortium, ISD #549 agrees to:

1. Provide funding in accordance with base funding to be contributed towards the local area's Adult Basic Education consortium. These funds will be used to supplement ABE instructor wage and fringe, skills workshops, administrative costs, materials, supplies, printing/advertising, instructor training, mileage and participant supportive services. This contribution will meet obligation for the 2024-2025 program year.
2. Publicize the ABE program in school district and community education newsletters and assist with other effective program marketing.
3. Provide space for the ABE classes to be held.
4. Provide \$5,000.00 in funding for expenditures related to transitioning into the Detroit Lakes Literacy Consortium.

As the consortium fiscal agent, Detroit Lakes agrees to:

1. Remain the employer of records for the ABE staff. Detroit Lakes will be responsible for providing fringe benefits(TRA) to the ABE staff through the Agency's in-place plans.
2. Collect and compile student data from MARCS forms.
3. Submit required performance reports and fiscal reports to MDE.
4. Receive state ABE aid under Section 124.531 for Adult Basic Education programming delivered by the consortium.
5. Allocate Distribute state ABE aid to members of the consortium according to this agreement.

This Agreement represents a collaborative effort to encourage the delivery of Adult Basic Education programs to local school districts by way of the consortium concept in a cost-effective manner. The agreement may be modified, revised or terminated by either ISD #549 or Detroit Lakes by providing the other party with a thirty (30) day written notice.

IN WITNESS WHERE OF ISD #549 and Detroit Lakes have executed this agreement this 1st day of July, 2024.

ISD #549
Perham-Dent
800 Coney St West
Perham MN 56573

Mitch Anderson
800 Coney St West
Perham MN 56573

Mark Jenson - Superintendent
ISD #22
702 Lake Ave
Detroit Lakes MN 56501

**DETROIT LAKES ADULT BASIC EDUCATION – SCHOOL DISTRICT #22
COMMUNITY EDUCATION**

THIS AGREEMENT by and between Pelican Rapids ISD #548, PO Box 642, 310 S. Broadway, Pelican Rapids, MN 56572 and the Detroit Lakes Literacy Consortium, 900 Highway 34 East, Detroit Lakes, MN 56501 for the period of July 1st, 2024 to June 30th, 2025.

WHEREAS ISD #548 wishes to enter into an agreement to provide funds in partial support of area Adult Basic Education (ABE) programming through base funding available for the program year 2024-2025.

WHEREAS, Detroit Lakes Literacy Consortium, the State-approved ABE provider for this area, wishes to enter into an agreement to supplement these same aforementioned funds to provide ABE programming in the ISD's area. This will accommodate ISD #548 and Detroit Lakes' obligation to provide the community with local ABE which is accessible and appropriate for area needs.

NOW, THEREFORE, the parties agree as follows:

As a member of the consortium, ISD #548 agrees to:

1. Provide funding in accordance with base funding to be contributed towards the local area's Adult Basic Education consortium. These funds will be used to supplement ABE instructor wage and fringe, skills workshops, administrative costs, materials, supplies, printing/advertising, instructor training, mileage and participant supportive services. This contribution will meet obligation for the 2024-2025 program year.
2. Publicize the ABE program in school district and community education newsletters and assist with other effective program marketing.
3. Provide space for the ABE classes to be held.

As the consortium fiscal agent, Detroit Lakes agrees to:

1. Remain the employer of records for the ABE staff. Detroit Lakes will be responsible for providing fringe benefits(TRA) to the ABE staff through the Agency's in-place plans.
2. Collect and compile student data from MARCS forms.
3. Submit required performance reports and fiscal reports to MDE.
4. Receive state ABE aid under Section 124.531 for Adult Basic Education programming delivered by the consortium.
5. Allocate Distribute state ABE aid to members of the consortium according to this agreement.

This Agreement represents a collaborative effort to encourage the delivery of Adult Basic Education programs to local school districts by way of the consortium concept in a cost-effective manner. The agreement may be modified, revised or terminated by either ISD #548 or Detroit Lakes by providing the other party with a thirty (30) day written notice.

IN WITNESS WHERE OF ISD#548 and Detroit Lakes have executed this agreement this 1st day of July, 2024.

ISD #548
Pelican Rapids
P.O. Box 642
310 S. Broadway
Pelican Rapids MN 56572

Brian Korf
P.O. Box 642, 310 S. Broadway
Pelican Rapids MN 56572

Mark Jenson - Superintendent
ISD #22
702 Lake Ave
Detroit Lakes MN 56501

**LAKES AREA ADULT EDUCATION – SCHOOL DISTRICT #22 COMMUNITY
EDUCATION**

THIS AGREEMENT by and between Norman County East ISD #2215, 408 West Main, Twin Valley, MN 56584 and the Detroit Lakes Literacy Consortium, 900 Highway 34 East, Detroit Lakes, MN 56501 for the period of July 1st, 2024 to June 30th, 2025.

WHEREAS ISD #2215 wishes to enter into an agreement to provide funds in partial support of Lakes Area Adult Education (LAAE) programming through base funding available for the program year 2024-2025.

WHEREAS, Detroit Lakes Literacy Consortium, the State-approved LAAE provider for this area, wishes to enter into an agreement to supplement these same aforementioned funds to provide LAAE programming in the ISD's area. This will accommodate ISD #2215 and Detroit Lakes' obligation to provide the community with local LAAE which is accessible and appropriate for area needs.

NOW, THEREFORE, the parties agree as follows:

As a member of the consortium, ISD #2215 agrees to:

1. Provide funding in accordance with base funding to be contributed towards the local area's Adult Education consortium. These funds will be used to supplement LAAE instructor wage and fringe, skills workshops, administrative costs, materials, supplies, printing/advertising, instructor training, mileage and participant supportive services. This contribution will meet obligation for the 2024-2025 program year.
2. Publicize the LAAE program in school district and community education newsletters and assist with other effective program marketing.
3. Provide space for the LAAE classes to be held.

As the consortium fiscal agent, Detroit Lakes agrees to:

1. Remain the employer of records for the LAAE staff. Detroit Lakes will be responsible for providing fringe benefits (TRA) to the LAAE staff through the Agency's in-place plans.
2. Collect and compile student data from SID forms.
3. Submit required performance reports and fiscal reports to MDE.
4. Receive state LAAE aid under Section 124.531 for Adult Education programming delivered by the consortium.
5. Allocate state LAAE aid to members of the consortium according to this agreement.

This Agreement represents a collaborative effort to encourage the delivery of Adult Education programs to local school districts by way of the consortium concept in a cost-effective manner. The agreement may be modified, revised or terminated by either ISD #2215 or Detroit Lakes by providing the other party with a thirty (30) day written notice.

IN WITNESS WHEREOF ISD #2215 and Detroit Lakes have executed this agreement this 1st day of July, 2024.

ISD #2215
Norman County East
PO Box 420
408 West Main
Twin Valley, MN 56584

Rob Nudell
408 West Main
Twin Valley, MN 56584

Mark Jenson - Superintendent
ISD #22
702 Lake Ave
Detroit Lakes MN 56501

**DETROIT LAKES ADULT BASIC EDUCATION – SCHOOL DISTRICT #22
COMMUNITY EDUCATION**

THIS AGREEMENT by and between Rothsay ISD #850, 2040 Co. Rd. 52, Rothsay, MN 56579 and the Detroit Lakes Literacy Consortium, 900 Highway 34 East, Detroit Lakes, MN 56501 for the period of July 1st , 2024 to June 30th, 2025.

WHEREAS ISD #850 wishes to enter into an agreement to provide funds in partial support of area Adult Basic Education (ABE) programming through base funding available for the program year 2024-2025.

WHERE AS, Detroit Lakes Literacy Consortium, the State-approved ABE provider for this area, wishes to enter into an agreement to supplement these same aforementioned funds to provide ABE programming in the ISD's area. This will accommodate ISD #850 and Detroit Lakes' obligation to provide the community with local ABE which is accessible and appropriate for area needs.

NOW, THEREFORE, the parties agree as follows:

As a member of the consortium, ISD #850 agrees to:

1. Provide funding in accordance with base funding to be contributed towards the local area's Adult Basic Education consortium. These funds will be used to supplement ABE instructor wage and fringe, skills workshops, administrative costs, materials, supplies, printing/advertising, instructor training, mileage and participant supportive services. This contribution will meet obligation for the 2024-2025 program year.
2. Publicize the ABE program in school district and community education newsletters and assist with other effective program marketing.
3. Provide space for the ABE classes to be held.

As the consortium fiscal agent, Detroit Lakes agrees to:

1. Remain the employer of records for the ABE staff. Detroit Lakes will be responsible for providing fringe benefits (TRA)to the ABE staff through the Agency's in-place plans.
2. Collect and compile student data from MARCS forms.
3. Submit required performance reports and fiscal reports to MDE.
4. Receive state ABE aid under Section 124.531 for Adult Basic Education programming delivered by the consortium.
5. Allocate state ABE aid to members of the consortium according to this agreement.

This Agreement represents a collaborative effort to encourage the delivery of Adult Basic Education programs to local school districts by way of the consortium concept in a cost-effective manner. The agreement may be modified, revised or terminated by either ISD #850 or Detroit Lakes by providing the other party with a thirty(30) day written notice.

IN WITNESS WHERE OF ISD #850 and Detroit Lakes have executed this agreement this 1st day of July, 2024.

ISD #850
Wade Johnson
Superintendent
2040 Co. Rd. 52
Rothsay, MN 56579

ISD #22
Mark Jenson
Superintendent
702 Lake Ave
Detroit Lakes MN 56501

**DETROIT LAKES ADULT BASIC EDUCATION – SCHOOL DISTRICT #22
COMMUNITY EDUCATION**

THIS AGREEMENT by and between Ulen-Hitterdal ISD #914, 27 2nd Street NW, Ulen MN 56585 and the Detroit Lakes Literacy Consortium, 900 Hwy 34 East, Detroit Lakes, MN 56501 for the period of July 1st, 2024 to June 30th, 2025.

WHEREAS ISD #914 wishes to enter into an agreement to provide funds in partial support of area Adult Basic Education (ABE) programming through base funding available for the program year 2024-2025.

WHEREAS, Detroit Lakes Literacy Consortium, the State-approved ABE provider for this area, wishes to enter into an agreement to supplement these same aforementioned funds to provide ABE programming in the ISD's area. This will accommodate ISD #914 and Detroit Lakes' obligation to provide the community with local ABE which is accessible and appropriate for area needs.

NOW, THEREFORE, the parties agree as follows:

As a member of the consortium, ISD #914 agrees to:

1. Provide funding in accordance with base funding to be contributed towards the local area's Adult Basic Education consortium. These funds will be used to supplement ABE instructor wage and fringe, skills workshops, administrative costs, materials, supplies, printing/advertising, instructor training, mileage and participant supportive services. This contribution will meet obligation for the 2024-2025 program year.
2. Publicize the ABE program in school district and community education newsletters and assist with other effective program marketing.
3. Provide space for the ABE classes to be held.

As the consortium fiscal agent, Detroit Lakes agrees to:

1. Remain the employer of records for the ABE staff. Detroit Lakes will be responsible for providing fringe benefits (TRA) to the ABE staff through the Agency's in-place plans.
2. Collect and compile student data from MARCS forms.
3. Submit required performance reports and fiscal reports to MDE.
4. Receive state ABE aid under Section 124.531 for Adult Basic Education programming delivered by the consortium.
5. Allocate state ABE aid to members of the consortium according to this agreement.

This Agreement represents a collaborative effort to encourage the delivery of Adult Basic Education programs to local school districts by way of the consortium concept in a cost-effective manner. The agreement may be modified, revised or terminated by either ISD #914 or Detroit Lakes by providing the other party with a thirty (30) day written notice.

IN WITNESS WHERE OF ISD #914 and Detroit Lakes have executed this agreement this 1st day of July, 2024.

ISD #914
27 2nd Street Northwest
Ulen, MN 56585

Dustin Flaten
Ulen-Hitterdal School District
27 2nd Street NW
Ulen, MN 56585

Mark Jenson - Superintendent
ISD #22
702 Lake Ave
Detroit Lakes MN 56501

**LAKES AREA ADULT EDUCATION – SCHOOL DISTRICT #22 COMMUNITY
EDUCATION**

THIS AGREEMENT by and between New York Mills ISD #553, 209 Hayes Ave, New York Mills, MN 56567 and the Detroit Lakes Literacy Consortium, 900 Highway 34 East, Detroit Lakes, MN 56501 for the period of July 1st, 2024 to June 30th, 2025.

WHEREAS ISD #553 wishes to enter into an agreement to provide funds in partial support of Lakes Area Adult Education (LAAE) programming through base funding available for the program year 2024-2025.

WHEREAS, Detroit Lakes Literacy Consortium, the State-approved LAAE provider for this area, wishes to enter into an agreement to supplement these same aforementioned funds to provide LAAE programming in the ISD's area. This will accommodate ISD #553 and Detroit Lakes' obligation to provide the community with local LAAE which is accessible and appropriate for area needs.

NOW, THEREFORE, the parties agree as follows:

As a member of the consortium, ISD #553 agrees to:

1. Provide funding in accordance with base funding to be contributed towards the local area's Adult Education consortium. These funds will be used to supplement LAAE instructor wage and fringe, skills workshops, administrative costs, materials, supplies, printing/advertising, instructor training, mileage and participant supportive services. This contribution will meet obligation for the 2024-2025 program year.
2. Publicize the LAAE program in school district and community education newsletters and assist with other effective program marketing.
3. Provide space for the LAAE classes to be held.
4. Provide \$5,000.00 in funding for expenditures related to transitioning into the Detroit Lakes Literacy Consortium.

As the consortium fiscal agent, Detroit Lakes agrees to:

1. Remain the employer of records for the LAAE staff. Detroit Lakes will be responsible for providing fringe benefits(TRA) to the LAAE staff through the Agency's in-place plans.
2. Collect and compile student data from SID forms.
3. Submit required performance reports and fiscal reports to MDE.
4. Receive state LAAE aid under Section 124.531 for Adult Education programming delivered by the consortium.
5. Allocate Distribute state LAAE aid to members of the consortium according to this agreement.

This Agreement represents a collaborative effort to encourage the delivery of Adult Education programs to local school districts by way of the consortium concept in a cost-effective manner. The agreement may be modified, revised or terminated by either ISD #553 or Detroit Lakes by providing the other party with a thirty (30) day written notice.

IN WITNESS WHERE OF ISD #553 and Detroit Lakes have executed this agreement this 1st day of July, 2024.

ISD #553
New York Mills
209 Hayes Ave
New York Mills, MN 56567

Blaine Novak
209 Hayes Ave
New York Mills MN 56567

Mark Jensen - Superintendent
ISD #22
702 Lake Ave
Detroit Lakes MN 56501

**DETROIT LAKES ADULT BASIC EDUCATION – SCHOOL DISTRICT #22
COMMUNITY EDUCATION**

THIS AGREEMENT by and between Ada-Borup-West School ISD #2854, 604 West Thorpe Ave, Ada MN 56510 and the Detroit Lakes Literacy Consortium, 900 Highway 34 East, Detroit Lakes, MN 56501 for the period of July 1st, 2024 to June 30th, 2025.

WHEREAS ISD # 2854 wishes to enter into an agreement to provide funds in partial support of area Adult Basic Education (ABE) programming through base funding available for the program year 2024-2025.

WHEREAS, Detroit Lakes Literacy Consortium, the State-approved ABE provider for this area, wishes to enter into an agreement to supplement these same aforementioned funds to provide ABE programming in the ISD's area. This will accommodate ISD #2854 and Detroit Lakes' obligation to provide the community with local ABE which is accessible and appropriate for area needs.

NOW, THEREFORE, the parties agree as follows:

As a member of the consortium, ISD #2854 agrees to:

1. Provide funding in accordance with base funding to be contributed towards the local area's Adult Basic Education consortium. These funds will be used to supplement ABE instructor wage and fringe, skills workshops, administrative costs, materials, supplies, printing/advertising, instructor training, mileage and participant supportive services. This contribution will meet obligation for the 2024-2025 program year.
2. Publicize the ABE program in school district and community education newsletters and assist with other effective program marketing.
3. Provide space for the ABE classes to be held.

As the consortium fiscal agent, Detroit Lakes agrees to:

1. Remain the employer of records for the ABE staff. Detroit Lakes will be responsible for providing fringe benefits (TRA) to the ABE staff through the Agency's in-place plans.
2. Collect and compile student data from MARCS forms.
3. Submit required performance reports and fiscal reports to MDE.
4. Receive state ABE aid under Section 124.531 for Adult Basic Education programming delivered by the consortium.
5. Allocate state ABE aid to members of the consortium according to this agreement.

This Agreement represents a collaborative effort to encourage the delivery of Adult Basic Education programs to local school districts by way of the consortium concept in a cost-effective manner. The agreement may be modified, revised or terminated by either ISD #2854 or Detroit Lakes by providing the other party with a thirty (30) day written notice.

IN WITNESS WHERE OF ISD #2854 and Detroit Lakes have executed this agreement this 1st day of July 2024.

ISD #2854
604 West Thorpe Ave
Ada MN 56510

Aaron Cook - Superintendent
Ada-Borup-West School District
604 West Thorpe Ave
Ada MN 56510

Mark Jenson - Superintendent
ISD #22
702 Lake Ave
Detroit Lakes MN 56501

**DETROIT LAKES ADULT BASIC EDUCATION – SCHOOL DISTRICT #22
COMMUNITY EDUCATION**

THIS AGREEMENT by and between Frazee-Vergas ISD #23, 305 North Lake St. Frazee, MN 56544 and the Detroit Lakes Literacy Consortium, 900 Highway 34 East, Detroit Lakes, MN 56501 for the period of July 1st, 2024 to June 30th, 2025.

WHEREAS ISD #23 wishes to enter into an agreement to provide funds in partial support of area Adult Basic Education (ABE) programming through base funding available for the program year 2024-2025.

WHEREAS, Detroit Lakes Literacy Consortium, the State-approved ABE provider for this area, wishes to enter into an agreement to supplement these same aforementioned funds to provide ABE programming in the ISD's area. This will accommodate ISD #23 and Detroit Lakes' obligation to provide the community with local ABE which is accessible and appropriate for area needs.

NOW, THEREFORE, the parties agree as follows:

As a member of the consortium, ISD #23 agrees to:

1. Provide funding in accordance with base funding to be contributed towards the local area's Adult Basic Education consortium. These funds will be used to supplement ABE instructor wage and fringe, skills workshops, administrative costs, materials, supplies, printing/advertising, instructor training, mileage and participant supportive services. This contribution will meet obligation for the 2024-2025 program year.
2. Publicize the ABE program in school district and community education newsletters and assist with other effective program marketing.
3. Provide space for the ABE classes to be held.
4. Provide \$5,000.00 in funding for expenditures related to transitioning into the Detroit Lakes Literacy Consortium.

As the consortium fiscal agent, Detroit Lakes agrees to:

1. Remain the employer of records for the ABE staff. Detroit Lakes will be responsible for providing fringe benefits(TRA) to the ABE staff through the Agency's in-place plans.
2. Collect and compile student data from MARCS forms.
3. Submit required performance reports and fiscal reports to MDE.
4. Receive state ABE aid under Section 124.531 for Adult Basic Education programming delivered by the consortium.
5. Allocate Distribute state ABE aid to members of the consortium according to this agreement.

This Agreement represents a collaborative effort to encourage the delivery of Adult Basic Education programs to local school districts by way of the consortium concept in a cost-effective manner. The agreement may be modified, revised or terminated by either ISD #23 or Detroit Lakes by providing the other party with a thirty (30) day written notice.

IN WITNESS WHERE OF ISD #23 and Detroit Lakes have executed this agreement this 1st day of July, 2024.

ISD #23
Frazee-Vergas
305 North Lake St.
Frazee MN 56544

Terry Karger
305 North Lake St
Frazee MN 56544

Mark Jenson - Superintendent
ISD #22
702 Lake Ave
Detroit Lakes MN 56501

**LAKES AREA ADULT EDUCATION – SCHOOL DISTRICT #22 COMMUNITY
EDUCATION**

THIS AGREEMENT by and between Lake Park Audubon School District ISD #2889, 611 Vigen Lane, PO box 479, Lake Park, MN 56554 and the Detroit Lakes Literacy Consortium, 900 Highway 34 East, Detroit Lakes, MN 56501 for the period of July 1st, 2024 to June 30th, 2025.

WHEREAS ISD # 2889 wishes to enter into an agreement to provide funds in partial support of Lakes Area Adult Education (LAAE) programming through base funding available for the program year 202-2025.

WHEREAS, Detroit Lakes Literacy Consortium, the State-approved LAAE provider for this area, wishes to enter into an agreement to supplement these same aforementioned funds to provide LAAE programming in the ISD's area. This will accommodate ISD #2889 and Detroit Lakes' obligation to provide the community with local LAAE which is accessible and appropriate for area needs.

NOW, THEREFORE, the parties agree as follows:

As a member of the consortium, ISD #2889 agrees to:

1. Provide funding in accordance with base funding to be contributed towards the local area's Adult Education consortium. These funds will be used to supplement LAAE instructor wage and fringe, skills workshops, administrative costs, materials, supplies, printing/advertising, instructor training, mileage and participant supportive services. This contribution will meet obligation for the 2024-2025 program year.
2. Publicize the LAAE program in school district and community education newsletters and assist with other effective program marketing.
3. Provide space for the LAAE classes to be held.

As the consortium fiscal agent, Detroit Lakes agrees to:

1. Remain the employer of records for the LAAE staff. Detroit Lakes will be responsible for providing fringe benefits (TRA) to the LAAE staff through the Agency's in-place plans.
2. Collect and compile student data from SID forms.
3. Submit required performance reports and fiscal reports to MDE.
4. Receive state LAAE aid under Section 124.531 for Adult Education programming delivered by the consortium.
5. Allocate state LAAE aid to members of the consortium according to this agreement.

This Agreement represents a collaborative effort to encourage the delivery of Adult Education programs to local school districts by way of the consortium concept in a cost-effective manner. The agreement may be modified, revised or terminated by either ISD #2889 or Detroit Lakes by providing the other party with a thirty (30) day written notice.

IN WITNESS WHERE OF ISD #2889 and Detroit Lakes have executed this agreement this 1st day of July 2024.

ISD #2889
PO Box 479
611 Vigen Lane
Lake Park, MN 56554

Dr. Tim Godfrey - Superintendent
Lake Park Audubon School District
PO Box 479 611 Vigen Lane
Lake Park, MN 56554

Mark Jenson - Superintendent
ISD #22
702 Lake Ave
Detroit Lakes MN 56501

**INDEPENDENT SCHOOL DISTRICT #22
Detroit Lakes Public Schools**

Memorandum of Understanding

This Memorandum of Understanding (the Memorandum) was made by and between Olander Bus Company, Inc. and Detroit Lakes Public Schools for the purpose of summer school student transportation between the dates of July 8th, 2024 and July 25th, 2024.

These are additional routes that Olander Bus Company, Inc. would travel to pick up students for summer school. The purpose of the Memorandum is to supplement Olander Bus Company with additional dollars to travel those extra routes. These were routes that were not calculated in the original contract scheduled to begin on July 1, 2024.

Cost Calculation: Up to 4 buses/day for AM/PM Routes at \$520/day per bus
 Up to 12 days x \$2,080/day = \$24,960

Olander Bus Company, Inc.

Detroit Lakes Public Schools

Date

Date

INDEPENDENT SCHOOL DISTRICT #22
Detroit Lakes Public Schools

Memorandum of Understanding

This Memorandum of Understanding (the Memorandum) was made by and between Schultz Garage & Bus Company and Detroit Lakes Public Schools for the purpose of summer school student transportation between the dates of July 8th, 2024 and July 25th, 2024.

These are additional routes that Schultz Garage & Bus Company would travel to pick up students for summer school. The purpose of the Memorandum is to supplement Schultz Garage & Bus Company with additional dollars to travel those extra routes. These were routes that were not calculated in the original contract scheduled to begin on July 1, 2024.

Cost Calculation: Up to 4 buses/day for AM/PM Routes at \$532.80/day per bus
 Up to 12 days x \$2,131.20/day = \$25,574.40

If routes are able to be condensed, they shall be combined. If the students no longer need transportation, this Memorandum is null and void.

Schultz Garage & Bus Company

Detroit Lakes Public Schools

Date

Date

DATE: May 15, 2024
TO: Mark Jenson, Superintendent and Board of Education
FROM: Jason Kuehn, Director of Finance and Operations

SUBJECT: Adult Basic Education Joint Powers Agreement with MSTATE

The Adult Basic Education (ABE) program operates its program at MSTATE in Detroit Lakes. The Joint Powers Agreement is also a two year agreement from July 1, 2024 - June 30, 2026 that states that the District will provide oversight, student assistance, tutoring, referrals, and other ABE services on the college campus site. In consideration for these services MSTATE will pay the District \$7500 annually. This contract may also be canceled by thirty (30) days written notice by either party.

Administration recommends approval of these agreements.

cc: Amy Fish
Andrew Lesch

STATE OF MINNESOTA
MINNESOTA STATE COLLEGES AND UNIVERSITIES
MINNESOTA STATE COMMUNITY AND TECHNICAL COLLEGE
JOINT POWERS AGREEMENT

THIS JOINT POWERS AGREEMENT, and amendments and supplements thereto, (hereinafter "contract") is between the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of MINNESOTA STATE COMMUNITY AND TECHNICAL COLLEGE (hereinafter "MINNESOTA STATE") address 900 HWY 34 EAST, DETROIT LAKES, MINNESOTA, which is empowered to enter into joint powers agreements pursuant to Minnesota Statutes, Chapter 471.59, Subd. 10, and ISD 0022, Detroit Lakes Public Schools, Adult Basic Education Program, address 702 LAKE AVE, DETROIT LAKES, MINNESOTA 56501 (hereinafter "CONTRACTOR"), which is empowered to enter into joint powers agreements pursuant to Minnesota Statutes, Chapter 471.59, Subd. 10;

WHEREAS, CONTRACTOR represents that it is duly qualified and willing to perform the services set forth herein.

NOW, THEREFORE, it is agreed

1. DUTIES & RESPONSIBILITIES

- a. CONTRACTOR'S DUTIES. The CONTRACTOR shall: provide oversight, student assistance, and other adult basic education (ABE) services as needed on college campus site. Testing services to be provided at Lincoln Education Center. ABE will provide tutoring services as needed. ABE staff will also provide student referrals to college programs and services and participate in the smart start program.
- b. MINNESOTA STATE'S DUTIES. MINNESOTA STATE shall: Coordinate services required with ABE staff.

2. CONSIDERATION AND TERMS OF PAYMENT.

- a. Consideration for all services performed by the CONTRACTOR pursuant to this contract shall be paid by the MINNESOTA STATE as follows: Annual payment of seven thousand five hundred dollars (\$7,500.00) per year.
- b. Payment shall be made by MINNESOTA STATE promptly after the CONTRACTOR'S presentation of invoices for services performed and acceptance of such services by MINNESOTA STATE's authorized representative. All services provided by the CONTRACTOR pursuant to this contract shall be performed to the satisfaction of

MINNESOTA STATE, as determined at the sole discretion of its authorized representative, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. The CONTRACTOR shall not receive payment for work found by MINNESOTA STATE to be unsatisfactory or performed in violation of any applicable federal, state or local law, ordinance, rule or regulation. Invoices shall be presented by CONTRACTOR according to the following schedule:

1. Annually thirty (30) days from the start of the fiscal year.
3. CONDITIONS OF PAYMENT. All services provided by the CONTRACTOR pursuant to this contract shall be performed to the satisfaction of MINNESOTA STATE, as determined at the sole discretion of its authorized representative, and in accord with all applicable federal, state, and local laws, ordinances, rules and regulations. The CONTRACTOR shall not receive payment for work found by MINNESOTA STATE to be unsatisfactory, or performed in violation of federal, state or local law, ordinance, rule or regulation
4. TERM OF CONTRACT. This contract shall be effective on July 1, 2024, 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. The CONTRACTOR understands that NO work should begin under this contract until ALL required signatures have been obtained, and the CONTRACTOR is notified to begin work by MINNESOTA STATE's Authorized Representative.
5. CANCELLATION. This contract may be canceled by MINNESOTA STATE or the CONTRACTOR 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 CONTRACTOR shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.
6. MINNESOTA STATE'S AUTHORIZED REPRESENTATIVE. MINNESOTA STATE's Authorized Representative for the purposes of administration of this contract is:

Name: Pat Nordick
Address: 900 Hwy 34 East, Detroit Lakes, Minnesota 56501
Telephone: +218 6317920
E-Mail: Pat.Nordick@minnesota.edu

MINNESOTA STATE's Authorized Representative shall have final authority for acceptance of the CONTRACTOR'S services and if such services are accepted as satisfactory, shall so certify on each invoice submitted pursuant to Clause 2, paragraph b.

7. The CONTRACTOR'S Authorized Representative for the purposes of administration of this contract is:

Name: Mark Jenson
Address: 702 LAKE AVE, DETROIT LAKES, Minnesota 56501
Telephone: +1 218-847-9271
E-Mail: markjenson@detlakes.k12.mn.us

8. ASSIGNMENT. The CONTRACTOR shall neither assign nor transfer any rights or obligations under this contract without the prior written consent of MINNESOTA STATE.
9. 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.
10. LIABILITY. The CONTRACTOR shall indemnify, save, and hold MINNESOTA STATE, its representatives and employees harmless from any and all claims or causes of action, including all attorney's fees incurred by MINNESOTA STATE, arising from the performance of this contract by the CONTRACTOR or CONTRACTOR'S agents or employees. This clause shall not be construed to bar any legal remedies the CONTRACTOR may have for MINNESOTA STATE's failure to fulfill its obligations pursuant to this contract.
11. STATE AUDITS. The books, records, documents, and accounting procedures and practices of the CONTRACTOR relevant to this contract shall be subject to examination by the contracting department and the Legislative Auditor.
12. GOVERNMENT DATA PRACTICES ACT. The requirements of Minnesota Statutes § 13.05, subd. 11 apply to this contract. The CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR or MINNESOTA STATE.

In the event the CONTRACTOR receives a request to release the data referred to in this clause, the CONTRACTOR must immediately notify MINNESOTA STATE. MINNESOTA STATE will give the CONTRACTOR instructions concerning the release of the data to the requesting party before the data is released.

13. OWNERSHIP OF MATERIALS AND INTELLECTUAL PROPERTY RIGHTS.
 - a. MINNESOTA STATE shall own all rights, title and interest in all of the materials conceived or created by the CONTRACTOR, or its employees or subcontractors, either individually or jointly with others and which arise out of the performance of this contract, created and paid for under this contract, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer

based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form (hereinafter MATERIALS).

The CONTRACTOR hereby assigns to MINNESOTA STATE all rights, title and interest to the MATERIALS. The CONTRACTOR shall, upon request of MINNESOTA STATE, execute all papers and perform all other acts necessary to assist MINNESOTA STATE to obtain and register copyrights, patents or other forms of protection provided by law for the MATERIALS. The MATERIALS created under this contract by the CONTRACTOR, its employees or subcontractors, individually or jointly with others, shall be considered "works made for hire" as defined by the United States Copyright Act. All of the MATERIALS, whether in paper, electronic, or other form, shall be remitted to MINNESOTA STATE by the CONTRACTOR, its employees and any subcontractors, and the CONTRACTOR shall not copy, reproduce, allow or cause to have the MATERIALS copied, reproduced or used for any purpose other than performance of the CONTRACTOR'S obligations under this contract without the prior written consent of MINNESOTA STATE'S authorized representative.

- b. The CONTRACTOR represents and warrants that MATERIALS produced or used under this contract do not and will not infringe upon any intellectual property rights of another, including, but not limited to, patents, copyrights, trade secrets, trade names, and service marks and names. The CONTRACTOR shall indemnify and defend, to the extent permitted by the Attorney General, MINNESOTA STATE at the CONTRACTOR'S expense from any action or claim brought against MINNESOTA STATE to the extent that it is based on a claim that all or part of the MATERIALS infringe upon the intellectual property rights of another. The CONTRACTOR shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including, but not limited to, reasonable attorney fees arising out of this contract, amendments and supplements thereto, which are attributable to such claims or actions.

If such a claim or action arises, or in the CONTRACTOR'S or MINNESOTA STATE'S opinion is likely to arise, the CONTRACTOR shall, at MINNESOTA STATE'S discretion, either procure for MINNESOTA STATE the right or license to continue using the MATERIALS at issue or replace or modify the allegedly infringing MATERIALS. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.

14. PUBLICITY. Any publicity given to the program, publications, or services provided resulting from this contract, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the CONTRACTOR or its employees individually or jointly with others, or any subcontractors shall identify MINNESOTA STATE as the sponsoring agency and shall not be released prior to receiving the approval of the MINNESOTA STATE'S authorized representative.

15. OTHER PROVISIONS. None.

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
MINNESOTA STATE COMMUNITY AND TECHNICAL COLLEGE**

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

2. VERIFIED AS TO ENCUMBRANCE

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

3. CONTRACTOR (Governmental Entity): ISD 0022

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

By (authorized signature)
Title
Date

4. AS TO FORM AND EXECUTION:

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



**2024-2025 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE
Membership Renewal Form**

This form must be completed once for each school in the district.

Must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2024. Retain one copy for the school files.

RESOLVED, that the Governing Board or Entity of Detroit Lakes High School (Name of School) located in the State of Minnesota delegates the control, supervision and regulation of interscholastic activities and athletics (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the school listed is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and to participate in the approved interscholastic activities and athletics sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board or Entity hereby adopts the Constitution, Bylaws, Policies, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and athletics. Further, the administration and responsibility for determining student eligibility and for the supervision of such activities and athletics are assigned to the official representatives identified by this Governing Board or Entity.

Signing this Resolution for Membership affirms that this Governing Board has reviewed all required membership materials provided by the League which defines the purpose and value of education-based activity and athletic and programs and defines each member school's responsibilities.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Student Code of Responsibilities (Bylaw 206.2) violations for students participating in activity and athletic programs by member schools.

The above Resolution was adopted by the Governing Board or Entity of this school or district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee
Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

Detroit Lakes High School

Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

(Designated School Board Member – please print)

(Designated School Representative – please print)

Email Address

Email Address

208.02 ACTIVITY REPRESENTATIVES

(Boys Sports – please print)

(Girls Sports – please print)

(Speech – please print)

(Music – please print)

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

(Board Member—please print)

(Student—please print)

(Parent—please print)

(Faculty Member—please print)

(Mailing Representative—please print)

The Mailing Representative is the person to whom mailings go. This is usually the Activity Director.

Print Name: _____
(Clerk/Secretary - Local Governing Board)

Print Name: _____
(Superintendent or Head of School)

Signed: _____
(Clerk/Secretary - Local Governing Board)

Signed: _____
(Superintendent or Head of School)

Date: _____

Date: _____

Date Adopted: 11/21/1991	File Number: Detroit Lakes Policy - 428
Date Revised: 6/11/2012; 8/08/2016; 8/14/17; 6/29/20; 1/24/22; 7/25/22;	

428 – SUBSTITUTE TEACHER PAY

It is the desire of Detroit Lakes Public Schools to attract and engage certified substitute teachers to continue its educational program in the absence of its regular staff.

All substitute teachers shall be licensed and have on file at the District Office necessary information for payroll purposes, including I-9 information, TRA number, Social Security number, W-4, etc. A valid background check must also be on record with the district. A district database of approved substitute teachers is provided to all district administrators and teachers for selection and/or placement of substitute teachers as needed.

Each substitute teacher shall be provided by the building administrator or his/her designee information appropriate to carry on the educational activities of the respective substitute assignment. This information shall include, but not be limited to, a seating chart, class schedule, lesson plans, attendance procedures, emergency procedures for room and students, and any other additional information that is pertinent concerning the classroom procedures.

Each substitute teacher is expected to provide a brief summary at the end of the school day on the activities and any special assignments or other information for the classes conducted during that day or substitute period.

Each substitute teacher shall sign a voucher for payment of substitute compensation which is to be counter signed by the building administrator and forwarded to the District Office by pay period by the building administrator for payroll processing.

Substitute teacher pay periods will be the same as for all other district employees on the 15th and 30th of the month with the cutoff dates for payroll preparation consistent with all other employees of the district.

Substitute teachers may attend specified workshop and district inservice sessions when offered. Inservice sessions which substitutes may attend will be posted on the district website at the beginning of each school year or when this information is known. No compensation will be afforded for workshops or inservice attendance. However, consideration will be given to the engagement of substitute teachers who are most familiar with the school and its educational programs.

ADMINISTRATION:

The administration of the Substitute Policy shall be the responsibility of the superintendent or his designee and shall be consistent with all provisions as promulgated by the school board.

SUBSTITUTE TEACHER COMPENSATION:

Category I:

1. The daily rate of pay for substitute teachers will be approved on a bi-annual basis during even-numbered years at the May or June board meetings with rates going into effect the following school year.

The daily rate of pay for ~~2022-2023~~2024-2025 and ~~2023-2024~~2025-2026 will be as follows: \$~~140~~160.00 per full day and \$~~70~~80.00 per half day ~~with an added incentive for substitute teachers~~

~~who are retirees of Detroit Lakes Public Schools to earn \$145.00 per full day and \$72.50 per half day.~~

2. Any interim ~~certified substitute teaching~~teacher substituting sixteen full, consecutive student contact days for the same teacher in the same classroom shall earn the proration of the base of the BA lane of the present salary schedule retroactive to the first day of consecutive student contact days.

Category II:

1. Any certified teacher who substitutes more than thirty (30) days per school year for the same absent teacher shall be placed on the appropriate step and lane of the salary schedule retroactive to the first day of service in the school year after completion of the thirty (30) days. Experience will not be accepted beyond the 6th step of the salary schedule.

2. Pursuant to the provisions of the Affordable Care Act (ACA), long-term substitute teachers hired to work 30 or more hours per week shall be eligible to enroll in the group health insurance plan upon completion of a 90 day waiting period of continuous employment. Eligibility is also subject to any limitations contained in the contract between the insurance carrier and the School District. Insurance premium contribution, if given, will not be retroactive and shall begin on the first of the month after the substitute has ~~fulfilled the 90 day waiting period~~been employed for 100 consecutive contract days—and shall be subject to the limitations applying to all other teachers concerning District's obligation for insurance coverage.

3. The provisions of the Master Agreement shall not apply to substitutes employed less than thirty-one (31) days per year for the same absent teacher.

4. Substitutes who have completed thirty (30) days of teaching for the same teacher per school year shall receive prorated sick leaves. Example: A Substitute will receive one (1) day of sick leave per twelve (12) days of service; retroactive to the first day of service.

Payments to Substitutes When A School Day is Shortened:

The substitute teacher will be paid full day sub rate of pay when:

1. Normal school start and school day dismissing by 1:30 PM (or later), or at least five hours in length.
2. Delayed school start and normal dismissal.

The substitute teacher will be paid the half-day sub rate when:

1. Normal school start and school day dismissing before 1:30 PM.
2. Delayed school start combined with any early dismissal.

The substitute teacher will not be paid when:

1. School is canceled (including a day where staff reports but school is canceled after buses are out and partial student load is returned to home).

Cancellation Of Sub Assignment

1. In the event a subbing assignment has been canceled or the substitute is no longer needed and is not notified of such and the substitute reports to the assigned building at the originally assigned time, the substitute will be paid the equivalent of the ½ day rate of sub pay.

AGREEMENT TO EXTEND PROBATIONARY PERIOD

This Agreement is entered into by and between Independent School District No. 22, Detroit Lakes ("District") and Christin Mohr ("Employee").

WHEREAS, Minnesota Statutes section 122A.40, subdivision 5, states: "The first three consecutive years of a teacher's first teaching experience in Minnesota in a single district are deemed to be probationary years of employment, and after completion thereof, the probationary period in each district in which the teacher is thereafter employed shall be one year;"

WHEREAS, Employee is a teacher who completed her first year of employment with the District in 2023-24; and

WHEREAS, Employee had previously completed a 3-year probationary period in another Minnesota School District; and

WHEREAS, the District would like to offer a teaching contract to Employee for the 2024-25 school year; and

WHEREAS, unless otherwise specified, upon offer and acceptance of the contract, the Employee would attain non-probationary status under Minnesota Statutes section 122A.40; and

WHEREAS, District administrators believe they have not had an adequate opportunity to determine whether Employee consistently demonstrates the knowledge and skills expected of a non-probationary teacher in the District;

THEREFORE, The District would like to offer Employee a contract for the 2024-25 school year and extend her probationary period for one additional school year.

AND, Employee understands she is under no obligation to sign this Agreement;

WHEREAS, Employee has reviewed her rights under Minnesota Statutes section 122A.40, and has carefully considered her options; and

WHEREAS, Employee understands that her options include, but are not necessarily limited to, the following:

1. Employee can choose to sign this Agreement. If she signs this Agreement, Employee understands that she will be agreeing to extend her probationary period of employment for one year, and that she will be waiving certain rights under Minnesota Statutes section 122A.40. If Employee signs this Agreement, the

School Board would then have the following options: (a) approve this Agreement and, thereby, hire the Employee offering her an annual contract for one year; (b) reject this Agreement and not approve a subsequent contract which would result in board action of non-renewal; or (c) take no action, in which the board would take action to non-renew employee;

2. Employee can choose not to sign this Agreement. The School Board would then: (a) act to terminate employee's annual contract, thus the board would act to non-renew employee;

NOW, THEREFORE, IN CONSIDERATION OF the foregoing and the mutual promises contained in this Agreement, including the relinquishment of certain rights, Employee and the District now agree as follows:

1. **Waiver of Rights and Extension of Probationary Period.** Employee knowingly and voluntarily waives her right to the probationary period described in Minnesota Statutes section 122A.40. Employee agrees to extend the statutory probationary period for one additional year, which will run from July 1, 2024 through June 30, 2025. In addition, for the 2024-2025 school year, Employee waives all rights that are afforded to non-probationary teachers (sometimes referred to as "continuing contract teachers" or "tenured teachers") under Minnesota law.
2. **Contract for 2024-2025 School Year.** The District will offer Employee an annual contract for the 2024-2025 school year. During the 2024-2025 school year, Employee's employment rights will be the same, and no greater than, the employment rights of a probationary teacher under Minnesota Statutes section 122A.40.
3. **Right to Non-Renew or Discharge.** This Agreement does not constitute a guarantee of employment. The School Board may or may not renew Employee's 2024-2025 contract as it sees fit, provided it gives notice of non-renewal before July 1, 2025. In addition, at any time during the 2024-2025 school year (provided the extension of the probationary period is agreed upon by all parties), the District may terminate Employee's annual contract by discharging her as provided by law.
4. **No Undue Influence.** Employee affirms that neither the District nor any of its officers, employees, agents or representatives has in any way pressured, coerced, or unduly influenced Employee to sign this Agreement. Employee further affirms that she is voluntarily signing this Agreement because of the benefits it provides to her.
5. **Knowledge of Rights.** Employee has had the opportunity to consult with a Union representative and with legal counsel regarding this Agreement, the collective

bargaining agreement, and his rights under Minnesota Statutes section 122A.40. Employee affirms that she has a full and complete understanding of her rights, options, and the terms of this Agreement.

6. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties relating to the extension of Employee's probationary period of employment. The terms of this Agreement are contractual and legally binding. This Agreement supersedes any and all prior agreements between the parties relating to the extension of Employee's probationary period of employment. No party has relied upon any statements, representations, or promises that are not set forth in this Agreement. No changes to this Agreement will be valid or enforceable unless they are in writing and signed by all parties.

IN WITNESS WHEREOF, the parties have knowingly and voluntarily entered into this Agreement on the dates shown by their signatures. This Agreement will not take effect unless and until it is approved by the District's School Board and is fully executed.

EMPLOYEE

Christin Mohr



4-22-24

Date

**INDEPENDENT SCHOOL DISTRICT 22,
DETROIT LAKES**

By _____
School Board Chair

Date

By _____
School Board Clerk

Date



School Board Meeting Agenda Memorandum

Kylie Johnson, HR Director
Detroit Lakes Public Schools
kyliejohnson@detlakes.k12.mn.us

DATE: May 7, 2024
TO: Board of Education
FROM: District Bargaining Committee - Board Members: April Thomas, Ethan Walz
Administrators: Mark Jenson (Supt), Jason Kuehn (Finance Director), Kylie Johnson (HR Director)
SUBJECT: 2023-25 DLPA Contract Settlement

The district bargaining committee for contract negotiations is recommending the approval of the Detroit Lakes Principal Association Master Agreement for 2023-2025.

Financial Improvements:

- Salary Schedule Increases:
 - 2023-24: \$4,750 Salary Increase
 - 2024-25: \$5,000 Salary Increase
- Increases of the district's contribution to health insurance: 2024-25: \$725 (single)/\$1,250 (family)
- Increase of the district's contribution to 403b in 2024-25: from \$4,800 to \$5,000
- Increase 403b lifetime district contribution cap from \$78,000 to \$85,000

Language / Other Benefit Changes:

- ULA Reinstatement period adjusted from five (5) years to three (3) years

Total 2-year Package Increase: 6.43%, or \$166,214 over two years.

<p>The district bargaining committee recommends approval of this agreement</p>



DATE: May 10, 2024
TO: Board of Education
FROM: Kylie Johnson - HR Director
SUBJECT: Change of 2024-25 Medica Insurance Rates

The district enrolled in a Medica/LCSC plan beginning July 1, 2023, under the condition that a 9.9% rate cap was in place for year two beginning July 1, 2024. The rate cap was presented to the district by National Insurance Services (NIS). Medica presented a 36.5% increase effective July 1, 2024. NIS was unable to locate evidence of a 9.9% year two cap agreement with Medica.

The district sought alternate insurance bids as a result, which came in higher than Medica’s 36.5% increase. Bids were received from UHC, HealthEZ, and BCBS. PEIP is unable to bid during the middle of a contract cycle. HealthEZ offers third party administrator (TPA) services for self insured organizations.

Following a review of options and legal consultation, the district recommends upholding the 9.9% increase presented by NIS to district employees effective July 1, 2024. The district has filed an errors & omissions (E&O) claim with NIS’s insurance carrier in the amount of \$962,989.25 in an effort to collect the 26.6% premium cost increase not being paid by employees.

Federal IRS requirements increase HSA plan deductibles from \$3000 to \$3200.

The district anticipates a long term compounding effect of insurance costs based on the 36.5% increase provided by Medica as well as the alternate bids received proposing higher than 36.5% increases.

2024 Proposed Rates are as follows:

	<u>Current Rates:</u>	<u>7/1/24 Medica Rates:</u>	<u>7/1/24 Emp 9.9% Rates:</u>
Passport \$1000- Employee	\$911.92	\$1,106.26	\$1,002.20
Passport \$1000- Family	\$2,434.24	\$2,953.06	\$2,675.23
Essentia Care \$1000- Employee	\$729.53	\$885.00	\$801.75
Essentia Care \$1000- Family	\$1,947.39	\$2,362.46	\$2,140.18
Passport \$3200- Employee	\$688.08	\$957.48	\$756.20
Passport \$3200- Family	\$1,836.77	\$2,555.88	\$2,018.61
Essentia Care \$3200- Employee	\$550.47	\$765.98	\$604.97
Essentia Care \$3200- Family	\$1,469.42	\$2,044.70	\$1,614.89

District Administration recommends approval of a 9.9% 2024 Medica rate increase for employees and collection of the remaining premium costs through an E&O claim.

cc: Matie Hanson

**MEMORANDUM OF AGREEMENT:
HEALTH INSURANCE PREMIUMS**

This Memorandum of Agreement (“MOA”) is entered into by and between Independent School District No. 22 (“District”) and Education Minnesota – Detroit Lakes (“Union”).

WHEREAS, the Union and the District are parties to a collective bargaining agreement (“CBA”) governing the negotiated terms and conditions for teachers employed by the District;

WHEREAS, Section 605.1 of the 2023-2025 CBA addresses the District’s contribution to group health and hospitalization insurance and states:

In 2023-24, the District will contribute up to \$580.00 per month, not to exceed \$6,960 per year for single coverage, or \$1,210.00 per month, not to exceed \$14,520.00 per year for family coverage premium, as the case may be. In 2024-25, the District will contribute up to \$660.00 per month, not to exceed \$7,920.00 per year for single coverage, or \$1,275.00 per month, not to exceed \$15,300.00 per year for family coverage premium, as the case may be. District's contribution for single and family coverage is toward premiums for coverage for each full-time teacher employed by the District who qualifies for and is enrolled in District's group health and hospitalization plan. Teachers who are members of the same family are not entitled to duplicate family coverage. Any additional cost of the premium over and above the contribution to which District agrees will be paid by the teacher through payroll deduction.

WHEREAS, in 2023, the District went out for bids for new health insurance;

WHEREAS, as part of that bid process, a consultant incorrectly communicated to the District, Union, and staff that the premium increase on group health and hospitalization insurance had a hard cap of 9.9% between the 2023-2024 and 2024-2025 plan years;

WHEREAS, that cap did not exist and the premium increase between the 2023-2024 and 2024-2025 plan years actually increased by 36.5% on a weighted average of plan enrollees; and

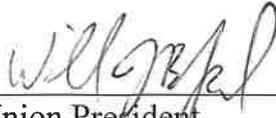
WHEREAS, based on the significant increase in premiums, the District and the Union are entering into this MOA to increase the amount of the District’s health insurance premium contributions for eligible employees during the 2024-2025 plan year only in the interest of avoiding an unexpected financial burden on employees.

NOW, THEREFORE, the District and the Union agree as follows:

1. **Premium Contributions for 2024-2025.** Notwithstanding any language to the contrary in the 2023-2025 CBA, the District and employee group health and hospitalization insurance premium contributions for the 2024-2025 contract year will be as set forth on the attached Exhibit A.
2. **No Wage Re-Opener.** The parties agree that this MOA is not a wage re-opener and, instead, is intended to ensure that employee contribution amounts listed on the attached Exhibit A reflect the premium contributions employees would have made had a 9.9% rate cap applied in the 2024-2025 contract year.
3. **Not Grievable.** This MOA is not grievable. No party to this MOA has an objection to the MOA and each party hereby waives any right they may have to file a grievance or pursue any other action and/or remedy against the District regarding any matter that arises out of or relates to the parties entering into this MOA, or any of the items stated above.
4. **No Precedent or Past Practice.** Nothing in this MOA may be deemed to establish an interpretation of the CBA, a precedent, or a practice or to alter any established interpretation, precedent, or practice arising out of or relating to the CBAs between the Union and the District. No party may submit this MOA in any proceeding as evidence of a contract interpretation, a precedent, or a practice.
5. **Not Part of CBA.** This MOA exists separately from the 2023-2025 CBA and will not be considered part of the collective bargaining agreement. This MOA will automatically sunset on June 30, 2025. The Union expressly understands and agrees that this MOA reflects a temporary, one-time increase to the District's premium contributions due to an unexpected and significant premium increase. In the event the parties do not renegotiate this MOA or a new collective bargaining agreement by June 30, 2025, the District's health and hospitalization insurance premium contributions will revert to the amounts stated in the 2023-2025 CBA for the 2024-2025 contract year effective July 1, 2025.
6. **Entire Agreement.** This MOA reflects the entire agreement between the parties regarding the increase to amount of the District's health insurance premium contribution for the 2024-2025 contract year. This MOA controls over any inconsistent provisions in the CBA. Neither party has relied on any statements, promises, or representations that are not stated in this MOA. No changes to this MOA will be valid unless they are in writing and signed by both parties. A copy of this MOA will have the same legal effect as the original.

IN WITNESS WHEREOF, the parties have voluntarily entered into this MOA on the dates shown by their signatures. This MOA will not become effective unless and until it is approved by the District's School Board and is signed by both parties.

EDUCATION MINNESOTA – DETROIT LAKES



Union President

Date: 5/15/24

INDEPENDENT SCHOOL DISTRICT NO. 22

School Board Chair

Date: _____

School Board Clerk

Date: _____

Exhibit A

Plan Name	Employee Monthly Contribution towards Premium	District Monthly Contribution towards Premium
Passport \$1000- Employee	\$342.20	\$764.06
Passport \$1000- Family	\$1400.23	\$1552.83
Essentia Care \$1000- Employee	\$141.75	\$743.25
Essentia Care \$1000- Family	\$865.18	\$1497.28
Passport \$3200 HSA- Employee	\$96.20	\$861.28
Passport \$3200 HSA- Family	\$743.61	\$1812.27
Essentia Care \$3200 HSA- Employee	\$0	\$765.98
Essentia Care \$3200- HSA Family	\$339.89	\$1704.81

**Detroit Lakes Public Schools
Monthly Enrollment Summary - FY 2024
May 1, 2024**

Roosevelt					
Grade	Current	Previous (April)	Opening Day	Sections	Per Section
K	89	89	90	4	22.3
1	95	98	96	5	19.0
2	93	94	93	4	23.3
3	103	102	98	4	25.8
4	99	96	97	4	24.8
5	110	110	113	4	27.5
RSVT Total	589	589	587	25	23.8
Difference	-	-	2		Avg/section

Rossman					
Grade	Current	Previous (April)	Opening Day	Sections	Per Section
K	104	104	105	5	20.8
1	92	92	96	5	18.4
2	98	98	97	4	24.5
3	96	96	95	4	24.0
4	95	95	99	4	23.8
5	105	105	102	4	26.3
RSM Total	590	590	594	26	22.7
Difference	-	-	(4)		Avg/section

Middle School			
Grade	Current	Previous (April)	Opening Day
6	196	196	197
7	212	211	214
8	199	199	208
MS Total	607	606	619
Difference	-	1	(12)

High School			
Grade	Current	Previous (April)	Opening Day
9	206	210	211
10	188	188	207
11	211	212	235
12	196	197	220
HS Total	801	807	873
Difference	-	(6)	(72)

Online	
Grade	Current
9	2
10	2
11	8
12	12
Total Online	24
April 2024	24

District Wide Summary			
Pre-K	45		
K	193		
1	187		
2	191		
3	199		
4	194		
5	215		
	986		
6	196		
7	212	Laker Online	24
8	199	Transitions	12
	607	Rossman	590
		Roosevelt	589
9	209	DLMS	607
10	208	DLHS	801
11	248	ALC	70
12	242	PSEO	-
	907	Pre-K	45
Total	2,738	Monthly Total	2,738

Comparisons	
Last Month Report	2,739
Difference	(1)
2023-24 Opening Day	2,809
Difference	(71)

Pre K ADM*	45
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Detroit Lakes Public Schools

Monthly Enrollment Summary

2023-2024

Month: May 1

D.L. Preschool Special Ed.

	EIC	ECSE	Total
Roosevelt	41	79	120

Non-resident Preschool Special Ed.

	EIC	ECSE	Total
Roosevelt	0	12	12

KINDERGARTEN

	Kind.	Kind SpEd	Total
Roosevelt	62	27	89
Rossman	72	32	104
Totals	134	59	193

GRADES 1 - 5

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Total
Roosevelt	95	93	103	99	110	500
Rossman	92	98	96	95	105	486
Totals	187	191	199	194	215	986

ELEMENTARY TOTALS

Kindergarten	Gr.1-5	Total
193	986	1179

MIDDLE SCHOOL

	Grade 6	Grade 7	Grade 8	Total
Middle School	196	212	199	607

SENIOR HIGH

	Grade 9	Grade 10	Grade 11	Grade 12	Subtotal	PSEO/F	PSEO/P	Total
Senior High	206	188	211	196	801	0	0	801

2023-2024

K-12 Total

2694

2022-2023

K-12 Total

2682

2021-2022

K-12 Total

2696

MONTHLY TOTALS*

EIC	41
ECSE	91
Kind. Sp. Ed.	59
Kindergarten	134
Grades 1-5	986
Middle School	607
Senior High	801
ALC	69
E-Laker Online	24
Transitions	12
TOTAL	2824

*Does not include non-resident students on tuition agreement

ALC

D.L.	51
Other	18
Total	69

LAKER TRANSITIONS

D.L.	11
Other	1
Total	12



Detroit Lakes Public Schools Yearly Enrollment Summary 2023-2024

Date: May 1

EIC										ECSE									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
	49	28	33	37	38	36	38	39	41		58	61	70	77	79	71	78	83	79

EIC -- Non Resident										ECSE -- Non Resident									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
	2	0	0	0	1	0	0	0	0		4	6	7	9	9	10	8	11	12

Kindergarten - Special Ed.										Kindergarten									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Roosevelt	22	22	22	23	22	25	25	24	27	Roosevelt	69	68	67	67	68	66	64	65	62
Rossman	28	28	28	28	29	30	29	30	32	Rossman	83	78	77	75	75	74	74	74	72
Totals	50	50	50	51	51	55	54	54	59	Totals	152	146	144	142	143	140	138	139	134

Kindergarten Total									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Roosevelt	91	90	89	90	90	91	89	89	89
Rossman	111	106	105	103	104	104	103	104	104
Totals	202	196	194	193	194	195	192	193	193

Grade One										Grade Two									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Roosevelt	97	97	95	96	97	96	96	98	95	Roosevelt	93	93	93	93	93	93	94	94	93
Rossman	97	95	94	93	91	93	93	92	92	Rossman	102	96	96	97	97	97	97	98	98
Totals	194	192	189	189	188	189	189	190	187	Totals	195	189	189	190	190	190	191	192	191

Grade Three										Grade Four									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Roosevelt	98	98	100	100	98	101	101	102	103	Roosevelt	96	95	96	97	95	97	97	96	99
Rossman	96	94	94	96	96	97	97	96	96	Rossman	100	98	97	96	96	95	95	95	95
Totals	194	192	194	196	194	198	198	198	199	Totals	196	193	193	193	191	192	192	191	194

Grade Five									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
MS	110	110	110	110	110	108	108	110	110
Rossman	107	103	103	103	103	103	103	105	105
Totals	217	213	213	213	213	211	211	215	215



Detroit Lakes Public Schools

Yearly Enrollment Summary

2023-2024

Date: May 1

Grades 1 - 5 Totals										ALC									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Rsvlt/MS	494	493	494	496	493	495	496	500	500	Resident	47	44	41	45	44	66	46	50	51
Rossman	502	486	484	485	483	485	485	486	486	Non-Resid.	15	18	20	19	19	20	17	18	18
Totals	996	979	978	981	976	980	981	986	986	Total	62	62	61	64	63	86	63	68	69

Middle School										E-Laker Online									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Gr. Six	196	197	197	197	198	196	196	196	196	Resident	2	10	10	10	10	18	18	18	18
Gr. Seven	213	212	211	211	211	208	208	211	212	Non-Resid.	2	5	4	4	4	5	5	6	6
Gr. Eight	207	206	204	203	206	204	203	199	199	Total	4	15	14	14	14	23	23	24	24
Totals	616	615	612	611	615	608	607	606	607										

Senior High									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Gr. Nine	212	209	207	205	206	211	210	210	206
Gr. Ten	207	204	202	195	196	192	189	188	188
Gr. Eleven	235	233	228	226	221	216	212	212	211
Gr. Twelve	220	213	209	208	208	202	200	197	196
Subtotals	874	859	846	834	831	821	811	807	801
PSEO-FT	0	-	-	-	-	-	-	-	-
PSEO-PT	0	-	-	-	-	-	-	-	-
Totals	874	859	846	834	831	821	811	807	801



Detroit Lakes Public Schools Elementary Grade Sections 2023-2024

Month: May 1

		Roosevelt		Rossman		Grade Average
Kindergarten						21.44
	Section 1&3	23	23	20	21	
	Section 2&4	22	21	22	20	
	Section 5			21		
Building Average			22.25		20.80	
Grade 1						18.70
	Section 1&3	17	20	19	19	
	Section 2&4	18	20	18	17	
	Section 5	20		19		
Building Average			19.00		18.40	
Grade 2						23.75
	Section 1&3	23	23	25	25	
	Section 2&4	22	24	24	24	
	Section 5					
Building Average			23.00		24.50	
Grade 3						24.88
	Section 1&3	26	26	24	24	
	Section 2&4	26	25	24	24	
	Section 5					
Building Average			25.75		24.00	
Grade 4						24.25
	Section 1&3	25	24	25	24	
	Section 2&4	25	25	21	25	
	Section 5					
Building Average			24.75		23.75	
Grade 5						26.88
	Section 1&3	27	27	26	27	
	Section 2&4	28	28	26	26	
	Section 5					
Building Average			27.50		26.25	

The district class size average for K-5 is:

21.08

The class size average on this page is different than the class size average calculated by the State. The class size average on this page reflects students in a classroom with the regular classroom teacher and does not count specialists such as music, phy.ed. and art teachers which the state uses in calculating class size average.

**INDEPENDENT SCHOOL DISTRICT #22
FINANCE COMMITTEE MEETING AGENDA
Finance Committee Meeting - May 16, 2024**

Members Present:

Mary Rotter Ethan Walz Mickey Okeson Mark Jenson Jason Kuehn
Josh Omang Trisha Mariotti

A Finance Committee Meeting was held on Thursday, May 16, 2024 at the District Office. The agenda was as follows:

1. Fund Balances Review

Director of Finance Kuehn reviewed the fund balances through the month of April and receipts for the month of April. District expenditures and revenues through April were reviewed in comparison to the budget.

2. Review of Disbursements

Two sets of disbursement were reviewed by the Finance Committee. The committee recommends approval of the hand payables for April. The committee also recommends approval of the check summaries for May 6th and April 20th.

3. FY2025 Budget - Preliminary Review

Kuehn reviewed a preliminary draft of the FY 2025 Budget for all funds with the committee. Final budget meetings with principals and directors will be completed by the end of May. The FY 2025 Budget presentation and publication will be completed at the June 24th Board Meeting.

Next Meeting: Thursday, June 20th, 2024 at 12:00 PM (District Office)