

**School Board Meeting
 Monday, July 13, 2026
 AGENDA**

1. **Call to Order (1 minute)**
 07-13-26 Important Dates 3
2. **Pledge of Allegiance (1 minute)**
3. **Approve Board Agenda (1 minute)**
4. **Recognitions (5 minutes)**
 4.A. Welcome Superintendent Greg Cole (5 minutes)
 Dr. Michelle Langenfeld, Co-chair
5. **Consent Agenda (5 minutes)**
 5.A. Minutes from the June 22, 2026 Regular School Board Meeting - **A**
 Jeff Simon, Board Clerk
 Appendix A 4
 5.B. Retirements, Resignations, Terminations, Leaves and Modified Leaves of Absence, Sabbaticals,
 Appointments - **A**
 Shelly Leciejewski, Director of Employee Services
 Appendix B 13
 5.C. City of Blaine - School Resource Officer Contract - **A**
 Tiffany Audette, Director of Purchasing
 Appendix C 18
 5.D. Authorize 2026-2027 Terms & Conditions for Unaffiliated Administrative Employees - **A**
 Dr. Jennifer Cherry, Chief Human Resources Officer
 Appendix D 23
 5.E. Policy 620.0 Awarding Credit by Assessment - **A**
 Tim Palmatier, General Counsel
 Appendix E 27
 5.F. City of Coon Rapids Polling Place Agreement - **A**
 Tiffany Audette, Director of Purchasing
 Appendix F 30
6. **Communications, Delegations & Petitions (15 minutes)**
7. **Board Calendar & District Update (10 minutes)**
 Greg Cole, Superintendent
8. **Elementary and Secondary Education (10 minutes)**
 8.A. New Course Proposals for 2027-2028 School Year (10 minutes) - **C**
 Sarah Hunter, Chief Academic Officer
 Appendix G 31
9. **Finance (5 minutes)**
 9.A. Pay 2027 Tax Levy Timeline (5 minutes) - **B**
 Michelle Vargas, Chief Financial Officer
 Appendix H 34
10. **General Counsel (10 minutes)**
 10.A. Legal Effect of Petition for Referendum (10 minutes) - **B**
 Tim Palmatier, General Counsel
11. **Labor Relations & Benefits (10 minutes)**

11.A. Authorize 2026-2028 Child Nutrition Site Supervisor Master Agreement (5 minutes) - A Dr. Jennifer Cherry, Chief Human Resources Officer Appendix I	35
11.B. Authorize 2026-2028 Building Supervisor Master Agreement (5 minutes) - A Dr. Jennifer Cherry, Chief Human Resources Officer Appendix J	57
12. Board Correspondence & Communication	
13. Closed Session (15 minutes)	
13.A. Security Discussion (10 minutes) Greg Cole, Superintendent	
13.B. Student Expulsion (5 minutes) Tim Palmatier, General Counsel	
14. Adjourn	

ANOKA-HENNEPIN SCHOOLS

A FUTURE WITHOUT LIMIT

July 13, 2026

Dates to Remember

1. **July 13** **Regular School Board Meeting, Sandburg Education Center, 6:30 p.m.**
2. **August 10** **School Board Work Session, Sandburg Education Center, 5:30 p.m.**
3. August 12 Leadership Workshop, Educational Service Center, TBD
4. August 17 Board Policy Committee Meeting, Educational Service Center, 4:30 p.m.
5. **August 24** **Regular School Board Meeting, Sandburg Education Center, 6:30 p.m.**
6. August 25-27 New Teacher Orientation
7. Aug 31- Sept 3 Teacher Workshop, No Students
8. September 7 Holiday, District Closed
9. September 8 First Day of School for grades 1-5, 6 and 9
10. September 9 All grades to report to school
11. **September 14** **School Board Work Session, Sandburg Education Center, 5:30 p.m.**



Linda Hoekman
CO-CHAIR



Michelle Langenfeld
CO-CHAIR



Jeff Simon
CLERK



Matt Audette
TREASURER



Zach Arco
DIRECTOR



Kacy Deschene
DIRECTOR

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**MINUTES OF MEETING
SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 11
(Anoka-Hennepin School District)
STATE OF MINNESOTA**

The School Board of Anoka-Hennepin Independent School District No. 11 held a meeting on **Monday, June 22, 2026**, at Sandburg Education Center, Anoka, Minnesota.

Co-Chair Linda Hoekman called the meeting to order at 6:30 p.m. and led the pledge of allegiance.

The following members were present: Zach Arco, Matt Audette, Kacy Deschene, Linda Hoekman, Dr. Michelle Langenfeld and Jeff Simon.

Michelle Langenfeld motioned to approve the Board Agenda as presented. Kacy Deschene seconded. Motion passed with a 6-0 vote.

CONSENT AGENDA

Jeff Simon moved and Matt Audette seconded the motion to approve the following **consent agenda** items:

- a. Minutes** from the June 3, 2026 Special School Board Meeting and the June 8, 2026, School Board Work Session.
- b. Personnel items** as follows:

RETIREMENTS

<u>Name</u>	<u>Current or Most Recent Position</u>	<u>Last Date Employed</u>
Cynthia Weeks	River Trail Learning Center, ParaEducator Spec Ed Cntr Base	07/01/2026

RESIGNATIONS, TERMINATIONS

<u>Full Name (FL)</u>	<u>Current or Most Recent Position</u>	<u>Last Date Employed</u>
Alexandra Busch	Roosevelt Middle, Teacher Social Studies	06/08/2026
Billie Davis-Fehr	ESC-Special Ed Summer Program, SMR Teacher Evaluation Team	07/31/2026
Hannah Grimley	Hamilton Elementary, Teacher Grade 3	06/08/2026
Amy Juola	ESC-Special Ed, Special Educ Prg Administrator	06/30/2026
Bonnie Schneider	Sand Creek Elementary, Teacher Academic Support	06/08/2026
Tammy Sloth	Sand Creek Elementary, Teacher Media Specialist Elem	06/08/2026
Kimberley Starling	Jackson Middle, Teacher Math	06/08/2026
John Underwood	ESC-Special Ed, Teacher SA-SpEd	06/26/2026
Kathleen Wagner	ESC-Special Ed, Teacher Speech Clinician	06/08/2026

LEAVES OF ABSENCE

<u>Name</u>	<u>Current or Most Recent Position</u>	<u>Leave Begins</u>	<u>Leave Ends</u>
Heidi Antczak	Ramsey Elementary, School Office Supervisor	06/15/2026	07/27/2026
Mizuho Castle	Champlin Park High, Child Nutrition Assistant FT	05/26/2026	06/05/2026
Caitlin Connolly	Sunrise Elementary, Teacher EL	06/15/2026	06/30/2027
Lynne Davis	Blaine High, ParaEducator Special Education	03/25/2026	04/03/2026
Kim Gandsey	Two Rivers Transition Program, ParaEducator Spec Ed Cntr Base	05/21/2026	06/05/2026
Sara Guerette	Blaine Early Childhood Ctr, Preschool Asst Instructor PT	02/09/2026	06/02/2026
Debra Helmin	Educational Svc Ctr - Transportation, Crossing Guard	04/08/2026	05/01/2026
Patrick Janostin	Jackson Middle, Teacher Grade 6	07/01/2026	06/29/2029
Ronald Lease	River Trail Learning Center, Teacher E/BD	04/14/2026	08/14/2026
Kelli Lenart	Verndale, Teacher D/HH	05/04/2026	06/04/2026
Jeaine McGlone	Johnsville Elementary, A+ Casual CCA - Ln 1	05/21/2026	06/03/2026
Sara Nelson	Oxbow Creek Elementary, Teacher K5 Core Inst Support	05/15/2026	08/07/2026
Danielle Pedersen	S.T.E.P., Teacher Agriculture	06/08/2026	07/31/2026
Colleen Sommis	Andover High, Educ Office Prof	06/03/2026	06/12/2026

MODIFIED LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Darnel Aschenbach	Blaine High, ParaEducator Spec Ed Cntr Base	01/05/2026	09/02/2026
Jennifer Berger	Riverview Early Childhood Ctr, ECFE Child Educator Pro Rated	05/04/2026	07/16/2026
Jennifer Bowman	Coon Rapids Middle, Teacher Science	05/04/2026	06/05/2026
Jennifer Gimble	Champlin Brooklyn Park Academy, Teacher K5 Core Inst Support	09/12/2024	09/11/2026
Michael Race	Roosevelt Middle, CEd Comm Schl Coordinator 193	08/05/2025	08/05/2027
Danae Sears	Jackson Middle, Teacher English	04/06/2026	08/23/2026

SABBATICALS

Full Name	Current or Most Recent Position	LOA Start	LOA End Date
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This section returned no records

APPOINTMENTS

20260622

1

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Elementary					
Rebecca Burnham	Sunrise Elementary, Teacher Grade 3	08/31/2026	Masters/11	1.0000	\$79,567
Rebecca Coubal	Lincoln Elementary, Teacher Literacy Intervention	08/31/2026	Bachelors/14	0.5500	\$39,794
Nicole Suchla	Ramsey Elementary, Teacher Grade 5	08/31/2026	Masters/22	1.0000	\$94,702
Danae Trauth	Oxbow Creek Elementary, Teacher Art Elementary	08/31/2026	Bachelors/6	1.0000	\$57,140

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Secondary					
Cassandra Ellies	Northdale Middle, Teacher Social Studies	08/31/2026	Bachelors/3	1.0000	\$55,029
Karli Gallegos	Oak View Middle, Teacher Science	08/31/2026	Bachelors+45/1	1.0000	\$57,548
Casey Orr	Blaine High, Teacher Reading Secondary	08/31/2026	Bachelors+45/5	1.0000	\$60,290
Hannah Rawleigh	Andover High, Teacher Family Consumer Sci	08/31/2026	Masters/9	1.0000	\$74,790
John Schloss	Andover High, Teacher Science	08/31/2026	Masters/10	1.0000	\$77,290
Shaquille Shoulders	S.T.E.P., Teacher Career-Technical	08/31/2026	Masters/13	0.5000	\$41,850
Patrick Villarreal	Jackson Middle, Teacher SA-Achievement Coach	08/31/2026	Masters+15/18	1.0000	\$93,828
Jordan Vylasek	Coon Rapids Middle, Teacher Art Secondary	08/31/2026	Bachelors/2	1.0000	\$53,529
Elizabeth Wess	Coon Rapids Middle, Teacher Math	08/31/2026	Bachelors/2	1.0000	\$53,529

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Special Education					
Tana Brakke	Riverview Early Childhood Ctr, Teacher Speech	08/31/2026	Masters+45/3	1.0000	\$68,687
Robert Crump	Champlin Park High, Teacher ABS (AcadBehav)	08/31/2026	Masters/3	1.0000	\$63,269
Marcie Drayton	ESC-Special Ed, Teacher Occupational Therapist	08/31/2026	Masters+60/3	0.8000	\$56,426
Bernadette Fruit	Educational Svc Ctr, Teacher Nurse	08/31/2026	Bachelors/9	1.0000	\$62,581
James Gillespie	Anoka Middle - Washington Campus, Teacher ABS	08/31/2026	Masters/19	1.0000	\$91,632
Sage Heitz	Blaine Early Childhood Ctr, Teacher Speech Clinician	08/31/2026	Masters/3	1.0000	\$63,269
Aaron Hoiland	Champlin Park High, Teacher ABS (AcadBehav)	08/31/2026	Masters/22	1.0000	\$94,702
Miranda Kowalenko	Coon Rapids High, Teacher E/BD	08/31/2026	Masters+45/6	1.0000	\$75,174
Cassidy Motter	Andover Elementary, Teacher ABS (AcadBehav)	08/31/2026	Bachelors/1	1.0000	\$53,529
Jill Ortega	Ramsey Elementary, Teacher ABS (AcadBehav)	08/31/2026	Masters+45/7	1.0000	\$75,174
Priscilla Shaykevich	Anoka Middle - Fred Moore Campus, Teacher ABS	08/31/2026	Masters+60/8	1.0000	\$80,823
Brooke Stevens	Morris Bye Elementary, Teacher Social Worker	08/31/2026	Masters/7	1.0000	\$68,186
Marleigh VanArsdale	Verndale, Teacher D/HH Stretch	07/13/2026	Masters/17	1.0000	\$90,358
Sarah Wyatt	River Trail Learning Center, Teacher E/BD	08/31/2026	Masters/6	1.0000	\$68,186

Name	Current or Most Recent Position	Effective Date	Days	Salary
Administrative				
Christopher Forrest	Educational Svc Ctr, Assistant Supt Elementary Based on annual salary of \$195,237 for 261 days	07/01/2026	261	\$195,237
Tung Pham	Anoka High, Asst Principal High School	07/01/2026	261	\$156,260

	GENERAL	FOOD SERVICE	COMMUNITY SERVICE	BUILDING CONSTRUCTION	DEBT SERVICE	EMP BENE HEALTH	EMP BENE DENTAL	EMP BENE WORK COMP	OPEB DEBT SERVICE	TOTAL CASH	CASH INVESTMENTS	BUILDING CONSTRUCTION	SCHOLARSHIP INVESTMENT	TOTAL ALLANCES	FY25 Total All Balances (1 year ago comparison)
	01-101	02-101	04-101	06-101 ¹	07-101	20-101	21-101	22-101	47-101						
07/10/25	185,532,088	13,372,785	13,630,643		9,339,902	15,502,685	2,798,753	3,530,564	1,397,033	245,113,455	25,000,000		720,238	270,833,692	263,323,836
07/13/25	179,460,866	13,110,663	13,334,588		9,632,984	5,333,713	2,240,140	3,355,274	1,481,506	225,249,734	-		670,598	225,920,332	222,888,610
08/13/25	205,215,526	12,006,927	12,796,795		6,938,744	(3,437,150)	1,746,228	3,389,344	1,481,580	240,140,993	10,000,000		541,922	250,682,915	238,000,342
09/30/25	210,761,293	8,941,488	13,699,334		9,042,122	(3,473,112)	1,949,988	3,412,566	1,481,621	243,715,300	10,000,000		487,586	254,182,886	249,131,783
10/13/25	197,721,203	9,201,956	13,067,359		6,464,844	482,287	2,159,868	3,568,570	1,854,659	237,027,377	10,000,000		453,154	250,066,066	250,066,066
11/30/25	176,259,734	10,007,349	13,053,885		12,118,876	2,102,500	2,260,426	3,576,431	2,246,678	221,695,679	10,000,000		453,643	232,149,522	230,680,353
12/31/25	175,423,997	10,019,082	16,524,381		13,142,497	(571,342)	2,224,776	3,454,898	2,397,592	223,615,881	10,000,000		447,692	234,063,453	229,415,566
01/13/26	173,373,274	10,198,965	15,652,660		3,552,473	3,884,896	2,441,274	3,293,197	524,340	212,921,079	10,000,000		437,226	232,358,305	220,666,088
02/28/26	170,001,103	10,582,913	14,560,438		3,552,473	5,228,885	2,393,594	3,125,980	524,340	209,969,105	20,000,000		537,420	230,508,525	232,601,588
03/31/26	189,477,681	11,521,749	16,918,645		3,547,523	(2,144,278)	2,003,982	2,636,244	524,340	224,785,886	20,000,000		586,210	245,372,096	246,561,364
04/30/26	190,626,024	12,547,786	15,617,419		3,537,273	5,368,323	2,515,280	3,344,138	524,340	233,880,584	20,000,000		665,582	254,546,166	267,648,229
05/31/26	208,077,004	11,583,958	14,577,244		6,124,325	11,186,504	2,812,246	3,464,071	911,129	256,756,482	20,000,000		716,239	277,472,721	282,658,854

e. Donations & Scholarship Report

DATE	DONOR	DONEE	PURPOSE	AMOUNT
05/29/26	Alpine Ski Boosters	Anoka High School	Alpine Skiing - Bussing	\$1,328.02
05/18/26	American Online Giving Foundation	Hamilton Elementary	General Supplies	\$81.64
05/18/26	American Online Giving Foundation	University Elementary	Supplies, etc.	\$82.60
05/18/26	American Online Giving foundation	Dayton Elementary	supplies as needed	\$385.00
05/11/26	Andover Football Association, Inc.	Andover Elementary	Gr. 4 Field Trip on 5/29/26	\$3,500.00
05/18/26	Andover Football Association, Inc. Andover Lions Club Inc, Community Account	Andover High School	Boys Lacrosse Equipment	\$2,500.00
05/18/26	Anoka Tornadoes Baseball Booster Club	Andover High School	Student Activity's and Events	\$250.00
05/26/26	Blaine High School Alpine Ski Boosters	Anoka High School	Bus To Duluth	\$1,255.00
05/26/26	Blaine Youth Hockey	Blaine High School	Alpine Ski Bus	\$2,194.12
05/11/26	Casey's General Stores	Blaine High School	BHS Boys Golf	\$1,500.00
05/29/26	Champlin Park Alpine Ski Team	Rum River Elementary	General Supplies	\$43.20
05/11/26	Charities Aid Foundation America	Champlin Park High School	Charter Transportation Alpine Ski Team	\$1,270.28
05/18/26	Charities Aid Foundation America	Blaine High School	General Supplies	\$80.00
05/26/26	Charities Aid Foundation America	Eisenhower Elementary	Student Incentives	\$20.00
05/26/26	Chipotle	Rum River Elementary	General Supplies	\$20.00
05/29/26	Christina Williams	Blaine High School	BHS Boys Track	\$237.41
05/18/26	Crooked Lake PTO	Champlin Park High School	AVID Program Supplies	\$50.00
05/18/26	Crooked Lake PTO	Crooked Lake Elementary	Long Lake - Grade 5 Field Trip	\$5,145.30
05/18/26	DAF FOR GOOD C/O GIVINGA FND	Crooked Lake Elementary	Field Trip Busing	\$2,086.66
05/11/26	Dayton Elementary PTO	Jefferson Elementary	Field Trips Funds	\$250.00
05/26/26	Edward B Cutter Post No 102 ink	Dayton Elementary	5th grade field trip to Sundance Bowling	\$1,440.00
05/18/26	FIRST	Anoka High School	Bus Boys State to Anoka Government and Legion	\$230.00
05/29/26	Girls on the Run Minnesota, Inc.	Andover High School	Robotics Team	\$1,950.00
05/26/26	Ham Lake Lions	Mississippi Elementary	bus to Girls on the Run 5K at the State Fair grounds	\$360.00
05/26/26	Hoover PTO	Blaine High School	BHS BPA	\$2,100.00
05/29/26	Hoover PTO	Hoover Elementary	Laminator	\$1,979.99
05/11/26	Hoover PTO	Hoover Elementary	Yearbooks	\$176.00
05/18/26	Hoover PTO	Hoover Elementary	5th Grade Bus	\$320.00
05/11/26	Jane Korpela	Hoover Elementary	Track & Field	\$200.00
05/11/26	Johnsville PTO	STEP	Automotive Classroom Instruction	\$95.00
05/11/26	Johnsville PTO	Johnsville Elementary	Gr 4 field trip to the Children's Theater	\$1,541.75
05/11/26	Johnsville PTO	Johnsville Elementary	Grade 2 field trip to Grand Slam	\$2,063.50
05/11/26	Johnsville PTO	Johnsville Elementary	Gr 4 field trip Bus	\$480.00
05/26/26	Johnsville PTO	Johnsville Elementary	Como Zoo Bus	\$626.68
05/26/26	Johnsville PTO	Johnsville Elementary	Kindergarten Field Trip to Sustainable Safari	\$1,765.00
05/26/26	JS Gold LLC	Blaine High School	BHS Girls Track Team	\$11,687.00
05/11/26	The Blackbaud Giving Fund	Sand Creek Elementary	Building Playground Improvement	\$320.00
05/26/26	Laura Horbel	STEP	Automotive Classroom Instruction	\$160.00
05/26/26	Mississippi PTO	Mississippi Elementary	help pay for the new digital sign	\$5,000.00
05/29/26	Mississippi PTO	Mississippi Elementary	buy headphones for use in classrooms	\$293.76
05/29/26	Mississippi PTO	Mississippi Elementary	bus for Safety Patrol Field Trip	\$220.00
05/11/26	MN Secondary BPA	Blaine High School	BHS BPA	\$2,000.00
05/26/26	MNWWG	Coon Rapids High School	woodworking club use	\$100.00
05/11/26	Mustang Boosters	Blaine High School	Adapted (Mustangs) Bowling Ramps	\$350.00
05/26/26	National Philanthropic Trust	Champlin Park High School	Outdoor Adventure Program Supplies	\$2,000.00
05/11/26	Oxbow Creek PTO	Oxbow Creek Elementary	scones for volunteer appreciation	\$58.50
05/18/26	Oxbow Creek PTO	Oxbow Creek Elementary	Track and Field treats	\$424.72
05/29/26	Paula Armstrong	Oxbow Creek Elementary	Books for the media center	\$500.00
05/11/26	Ramsey PTO	Ramey Elementary	Purchase of Art supplies for building mural	\$600.00
05/11/26	Ramsey PTO	Ramey Elementary	Field Trip Busing costs	\$2,390.00
05/26/26	Ramsey PTO	Ramey Elementary	Yearbooks	\$450.00
05/18/26	The Blackbaud Giving Fund	Coon Rapids High School	General Use	\$400.00
05/26/26	The Blackbaud Giving Fund	Coon Rapids High School	General Use	\$100.00
05/18/26	The Blackbaud Giving Fund	Dayton Elementary	supplies as needed	\$100.00
05/26/26	The Blackbaud Giving Fund	Dayton Elementary	supplies as needed	\$40.00

05/18/26	The Blackbaud Giving Fund	Jackson Middle School	Student Materials	\$40.00
05/18/26	The Blackbaud Giving Fund	Monroe Elementary	Classroom supplies	\$100.00
05/29/26	The Blackbaud Giving Fund	Sand Creek Elementary	Building Playground Improvement	\$160.00
05/29/26	The Blackbaud Giving Fund	Sand Creek Elementary	Building Playground Improvement	\$150.00
05/26/26	Theron Busse	STEP	Automotive Classroom Instruction	\$50.00
05/26/26	Wilson PTCO	Wilson Elementary	Purchase library books	\$13,563.00
05/18/26	Wilson PTCO	Wilson Elementary	Purchas Library Books	\$297.00
*MATERIAL, EQUIPMENT, OR LABOR DONATION				

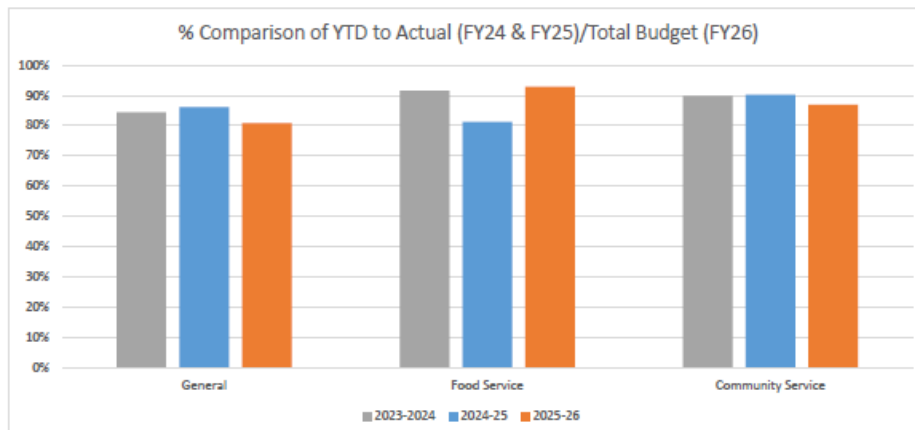
TOTAL**\$79,161.13****SCHOLARSHIP DONATIONS**

DATE	DONOR	DONEE	PURPOSE	AMOUNT
05/13/26	Tina Tamura Kentaro Tamura	Andover High School	Mike Lynch Memorial Scholarship	\$500.00
05/13/26	Anoka-Hennepin Education Office Professionals	Andover High School	Anoka-Hennepin Education Office Professionals	\$250.00
05/18/26	The Connexus Energy Foundation	STEP	Connexus Energy Foundation Scholarship	\$1,000.00
05/18/26	The Connexus Energy Foundation	Champlin Park High School	Connexus Energy Foundation Scholarship	\$2,000.00
05/18/26	Larry Gronewold	Anoka High School	Diane Gronewold Memorial Art Scholarship	\$400.00
05/18/26	Edward Cutter Post 102 Sons of the American Legion	Anoka High School	Sons of American Legion Culinary Arts Scholarship	\$1,000.00
05/18/26	Jackie B Realty Group	Anoka High School	Jackie B Realty Group LLC Scholarship	\$1,000.00
05/20/26	The Connexus Energy Foundation Scholarship	Anoka High School	The Connexus Energy Foundation Scholarship	\$5,000.00
05/20/26	Coon Rapids Lions	Reginal High School	Coon Rapids Lions Foundation Scholarship	\$2,100.00
05/20/26	The Connexus Energy Foundation Scholarship	Andover High School	The Connexus Energy Foundation Scholarship	\$4,000.00
06/11/26	Strick	Reginal High School	Cory Lerbakken Scholarship	\$106.55
06/11/26	CRHS Community Scholarship	STEP	CRHS Community Scholarship	\$1,000.00

SCHOLARSHIP TOTALS**\$18,356.55****TOTAL DONATIONS****\$ 97,517.68****f. Monthly Revenue & Expenditures**

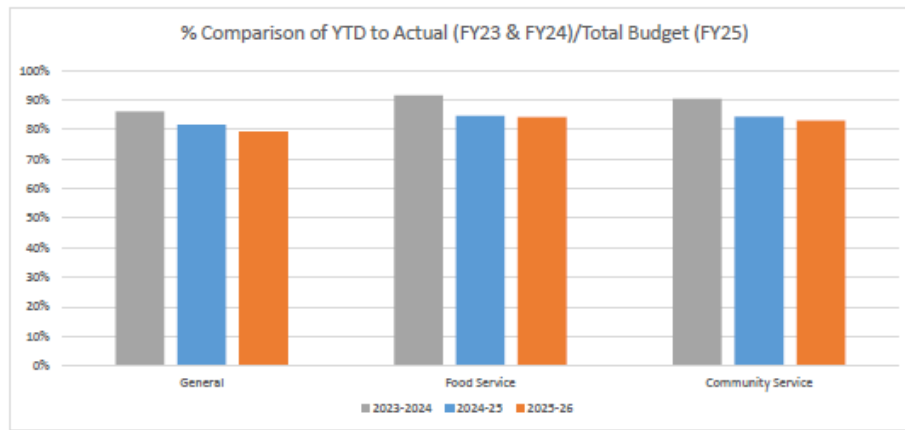
Anoka-Hennepin ISD #11
Statement of Revenues
For the month ended May 31, 2026

Fund	Month to Date	Year to Date	Budget	FY26 YTD is % of Budget		
				FY25 & FY24 YTD is % of Actual		
				2025-26	2024-25	2023-2024
General	76,672,730	547,812,640	677,242,611	81%	86%	84%
Food Service	3,086,194	25,069,328	26,973,057	93%	81%	92%
Community Service	1,989,794	27,424,964	31,516,431	87%	90%	90%
Building Construction	-	-	-	0%	540%	2078%
Debt Service	2,974,441	11,754,532	15,199,755	77%	81%	79%
Trust	-	-	2,000,000	0%	0%	0%
Total All Funds	\$ 84,723,158	\$ 612,061,464	\$ 752,931,854	81%	86%	85%



Anoka-Hennepin ISD #11
Statement of Expenditures
For the month ended May 31, 2026

				FY26 YTD is % of Budget		
Fund	Month to Date	Year to Date	Budget	FY25 & FY24 YTD is % of Actual		
				2025-26	2024-25	2023-2024
General						
Salaries & Benefits	66,243,444	440,255,861	538,789,209	82%	80%	84%
Purchased Services	9,687,690	65,617,402	90,989,328	72%	93%	96%
Supplies	1,581,515	22,678,065	24,895,603	91%	80%	74%
Capital Expenditures	948,725	19,630,786	27,288,631	72%	102%	127%
Other Exp & Transfers	66,318	1,650,085	10,602,852	16%	45%	35%
Total General Fund	\$ 78,527,692	\$ 549,832,197	\$ 692,565,623	79%	82%	86%
Food Service	3,879,363	25,907,085	30,773,496	84%	85%	92%
Community Service	3,341,864	25,890,583	31,135,640	83%	84%	90%
Building Construction	-	-	-	0%	94%	90%
Debt Service	600	15,455,328	15,442,703	100%	100%	100%
Trust	-	-	2,000,000	0%	0%	0%
Total All Funds	\$ 85,749,519	\$ 617,085,192	\$ 771,917,462	80%	82%	87%



- g.** Approved the 2026-2027 Confidential Employees Terms and Conditions
 - h.** Approved the 2026-2027 Miscellaneous E12 Employees Terms and Conditions
 - i.** Approved the 2026-2027 Community Education Employees Terms and Conditions
 - j.** Approved the #26058B RTLC Locking Revisions
 - k.** Approved the City of Anoka – School Resource Officer Contract
 - l.** Approved the Identified Official with Authority (IOwA) Designation of Superintendent Greg Cole for the 2026-27 School Year
- Motion passed with a 6-0 vote.

The School Board received testimony from John Wolhaupter, Chris McArdle, Greg Kimball, Michelle Powers, Rod Kuehn, Marcie Berg, Melissa Robinson, Sue Zemlin, Kathleen Sekhon, and Paul Sitz.

Superintendent McIntyre gave a report to the Board and reviewed the Board calendar: The Coon Rapids High School All-Class Reunion is set for Thursday, July 2 from 5-10 p.m. as part of the city's 4th of July Celebration. The event will be in the large tent near the music stage at the City of Coon Rapids' 4th of July celebration. This year's event marks the fifth All-Class Reunion for Coon Rapids High School. From the first graduating class of 1966 to the most recent graduates, all are welcome to attend the family-friendly event. The Anoka-Hennepin School District is participating in the U.S. Department of Agriculture (USDA) Summer Food Service Program (SFSP) now through mid-August. Meals will be provided at 15 sites to children 18 and under at no cost. Breakfast, lunch and brunch are available. Parents accompanying their children may purchase a meal. For locations and details view the list at ahschools.us. Want to encourage community members to consider making a difference in their community by joining the Anoka-Hennepin School's team next school year. Many different positions are available from working with students as a paraeducator to serving meals, working in student transportation and many more. When you join our team, you help make a difference for your schools and community. Anoka-Hennepin is hosting a Summer Hiring Event on Thursday, July 30th from 1-5 p.m. at the Educational Service Center in Anoka. Visit ahschools.us/jobs for more information on the positions that are available. Parents and guardians looking for Back-to-School supply lists and other information should visit the district website at ahschools.us/bts. Staff are in the process of updating this information and should be ready by mid-July. Times and dates for school open houses, start and dismissal times, activity registration links and more will all be available on the back-to-

school website ahschools.us/bts. Parents and guardians should also remain alert for special back-to-school issues of the FOCUS e-newsletter and newsletters from their school to help ease the transition into the 2026-27 school year. Anoka-Hennepin's efforts to inform and engage students, staff and community members have been recognized as some of the nation's best. The district's communication and public relations team earned three awards from the National School Public Relations Association (NSPRA), which is a professional organization for public and private school districts and post-secondary institutions from around the country. Awarded projects include the refresh of the district's website, the communication regarding excessive cheering at graduation ceremonies and the logo design and rebranding of Jefferson Elementary School. The four-member communication and public relations team who produced these results includes Jim Skelly, executive director; Heather Peters, assistant director; Tim Evans, communication specialist; and Jessica Sauro, communications assistant. The Anoka-Hennepin School District was well represented at the state baseball tournament with both Andover and Champlin Park in this year's field. The Rebels and the Huskies squared off in the quarterfinals with the Rebels advancing in a close battle. Champlin Park then defeated Edina in the semi-finals before falling to Rosemount in the State Championship Game at Target Field. Congratulations to both teams on an outstanding season. Anoka-Hennepin is proud of our three other teams that advanced on to the state tournament including the Blaine Boys Lacrosse and Boy's Tennis Teams, and the Champlin Park Girls softball team. For both Blaine Lacrosse and Champlin Park Softball this was their second consecutive trips to state. In girls' golf, Andover High School senior Anneka Voerding advanced to state and placed 65th overall. Anoka-Hennepin was represented by 48 individuals and 15 relay teams at the track and field state meet. Top finishes include Anoka's Isaiah Salami who won the state championship in the high jump, Blaine's Shiloh Ayitey, who took third place also in the high jump and Klady Boyce from Coon Rapids High School who finished third in the shot put. Gia O'Groske from Coon Rapids High School collected four state championships in the wheelchair division, including the 100 meters, 200 meters, 400 meters and the shot put. The highest placing relay was the Cardinal's 4 x 400 unit who placed third. Relay members include Mekhai Martin, Caleb Zennah, Cyril Lifaka and De'Millliown Jones.

Superintendent Cory McIntyre will conclude his tenure with Anoka-Hennepin Schools on June 30. School Board Member Jeff Simon acknowledged McIntyre's dedicated service to the district, highlighting his leadership during challenging periods, including budget reductions, among other issues. He also praised McIntyre's positive and optimistic outlook, as well as his commitment to supporting and advocating for his staff, demonstrating the highest standards of professionalism and personal integrity. Co-Chair Michelle Langenfeld, Board Member Kacy Deschene and Co-Chair Linda Hoekman also joined in expressing appreciation for Superintendent McIntyre's contributions to our district.

The School Board took actions regarding employees and positions in the district in relation to a reporting timeline needed to comply with contracts and state requirements. Shelly Leciejewski, Director of Employee Services, presented items for approval which were each approved on a 6-0 vote.

RESOLUTION TO RESCIND THE INCLUSION OF CERTAIN TEACHERS' NAMES IN RESOLUTION TERMINATING PROBATIONARY TEACHERS

WHEREAS the School Board of Anoka-Hennepin Independent School District No. 11 adopted a resolution to terminate the teaching contract(s) of the following probationary teacher(s) at the close of the 2025-26 school year pursuant to Minnesota Statute §122A.40, Subdivision 5,

BE IT RESOLVED that the following name(s) be rescinded from the resolution to terminate probationary teacher(s) effective at the close of the 2025-2026 school year.

Boyd, Michelle M	Champlin Brooklyn Park Academy	Lovegreen, Michele A	Andover Elementary
Jensen, Alexandria C	Crooked Lake Elementary	Pixley, Sophia M	University Ave Elementary
Kirby, Hilarie A	ECFE/Preschl- Coon Rapids Family Place	Ritchie, Lauren P	Anoka Middle – FM
Klausler, Sydney E	Champlin Brooklyn Park Academy	Sand, Kylie A	Hoover Elementary
Lewis, Kaiyre T	Monroe Elementary	Seifert, Taylor L	Mississippi Elementary
		Simon, Hanna	Champlin Brooklyn Park Academy

BE IT RESOLVED by the School Board of Anoka Hennepin Schools that pursuant to Minnesota Statute the resolution was approved by roll call on June 22, 2026. Whereupon said resolution was declared duly passed and adopted.

Michelle Trelstad, executive director of community education, presented the 2026 population certification resolution which set the district population at 260,284 - an increase of over 4,600 residents from last year. The 2026 Population Certification Resolution was approved on a 6-0 vote.

ANOKA – HENNEPIN SCHOOL BOARD RESOLUTION

WHEREAS, MN Statute 275.14 allows Anoka-Hennepin School District, ISD #11 (“the District”) to certify a school district population estimate in a non-census year for use in the upcoming levy cycle; and

WHEREAS, the state demographer’s office has estimated the District’s population to be 260,284, an increase of 4,639 residents from the estimate currently certified;

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Anoka-Hennepin Independent School District No. 11 hereby certifies the current school district population estimate of **260,284**.

Greg Cole, chief operations officer; and Ben Martinson, director of buildings and grounds, presented projects in the district’s Long-Term Facilities Maintenance program to the School Board for approval. The long-term facility maintenance program allows school boards to protect taxpayer investment in facilities through the replacement of aging building components. The School Board approves a 10-year plan each year but also updates the planning documents as new projects emerge or priorities change. Funding through this program cannot be used for new facilities or components of facilities. The plan was approved on a unanimous vote.

Michelle Vargas, chief financial officer, presented the proposed fiscal year 2027 budget for School Board consideration and approval. Total expenditures are set at \$700,731,076 revenues of \$689,672,163. The School Board approved the budget on a 4-2 vote with Directors Matt Audette and Co-Chair Linda Hoekman voting no.

Tim Palmatier, general counsel, and Denise Collins, assistant director of student services, provided a first read of Policy 620.0 for board consideration. This policy will be considered for approval at a future meeting.

Dr. Jennifer Cherry, chief human resources officer, presented a proposal for the 2027-28 calendar and highlighted the process for approval with the district’s calendar committee. The calendar was approved on a unanimous 6-0 vote.

Dr. Jennifer Cherry, chief human resources officer, presented the 2026-28 Paraeducator master agreement for approval. The agreement is within the budget parameters provided by the School Board, and it was approved on a unanimous vote.

Co-Chair Langenfeld reminded the board about the permanent school fund information, which involves the passage of an amendment to modernize the distribution formula. This change would allow school districts to receive additional funding without increasing permanent property taxes, and it will be on the ballot this fall. She also shared that she was invited to attend the Brooklyn Park Advisory Commission for Parks and Recreation, where she learned that a local family has donated ten chess sets to the Parks and Recreation Department, as well as to Monroe. They plan to donate more sets to Oxbow, CBPA, and Evergreen Park. She expressed her gratitude to the family for their generous donations, noting that chess is a game that provides children with an opportunity to develop their logical thinking skills.

Co-Chair Linda Hoekman proposed under Minnesota Statute 13D.05 Subd 2(b) that they move into a closed session to discuss allegations against an employee subject to the board’s authority. The closed session was held in the Michael Sullivan Room. Michelle Langenfeld motioned, and Matt Audette seconded the motion to go into closed sessions. Motion carried.

Co-Chair Linda Hoekman recessed the meeting at 8:38 p.m. The meeting reconvened in closed session at 8:46 p.m.

The meeting reconvened in open session at 9:38p.m. A resolution relating to the proposed discharge of employee A was presented. The Resolution was approved on a 6-0 vote.

Co-Chair Linda Hoekman recessed the meeting at 9:40 p.m. Meeting adjourned.

APPENDIX B

Moved that the Board accepts the personnel recommendations and authorizes the appropriate Board officer(s) or School District administrator(s) to sign all documents necessary to effectuate these agreements.

RETIREMENTS

Name	Current or Most Recent Position	Last Date Employed
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This section returned no records

RESIGNATIONS, TERMINATIONS

Full Name (FL)	Current or Most Recent Position	Last Date Employed
Deborah Bartlett	Johnsville Elementary, Teacher E/BD	06/08/2026
Kelly Gillen	Sunrise Elementary, Teacher Special Educ Lead	06/08/2026
Jade Hibbard	Mississippi Elementary, Teacher Media Specialist Elem	06/08/2026
Kimberly Kiedrowski	Oxbow Creek Elementary, Teacher Grade K	06/08/2026
Andrew LaHoud	Anoka High, Teacher Math	06/08/2026
Jessica Leighton	Northdale Middle, Teacher Grade 6	06/08/2026
Mallory McKinney	Riverview Early Childhood Ctr, Teacher Special Educ Lead	06/25/2026
Jacob Pederson	Educational Svc Ctr, Teacher SA-QComp Peer Coach	06/08/2026
Jordan Rossi	Oxbow Creek Elementary, Teacher Grade 3	06/08/2026
Angela Wefel	Verndale, Teacher Social Worker StrCal	06/17/2026

APPENDIX B

Moved that the Board accepts the personnel recommendations and authorizes the appropriate Board officer(s) or School District administrator(s) to sign all documents necessary to effectuate these agreements.

LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Robert Baker	Educational Svc Ctr, B/G Maint Spec Mnt	07/01/2025	01/30/2026
Robert Baker	Educational Svc Ctr, B/G Maint Spec Mnt	06/09/2026	09/01/2026
Natalie Beyer	Oxbow Creek Elementary, Teacher Grade K	06/11/2026	07/16/2026
Sarah Castrodale	Adams Elementary, ParaEducator Health	10/13/2025	06/30/2026
Kimberly Christianson	Adams Elementary, ParaEducator Elementary	12/09/2025	04/09/2026
Danielle Davidson	Anoka MS - Fred Moore Summer Prg, SMR A+ Casual CCA - Ln 2	06/26/2026	07/03/2026
Jordyn Diegnau Smith	Coon Rapids High, Teacher ABS (AcadBehav)	06/18/2026	12/23/2026
Kelly Doane	Oak View Middle, ParaEducator Special Education	07/01/2025	06/30/2026
Lynn Espedal	Educational Svc Ctr, Educ Office Prof Lead Dept	09/11/2025	06/30/2026
Cabdulqaadir Faarax	Home Address, Sub Teacher DAILY	04/23/2026	06/23/2026
Teresa Fenske-Fanucci	Dayton Elementary, Asst Principal Elem 10 Month	10/23/2025	06/30/2026
Elizabeth Gustafson	Home Address, Sub Teacher DAILY	01/07/2026	02/25/2026
Susan Israelson	Sorteberg Early Childhood Ctr, Educ Office Prof Comm Ed	06/22/2026	08/03/2026
Cordelia Johnson	Brookside Elementary, A+ Casual CCA - Ln 2	06/11/2026	09/09/2026
Kristin Keller	Educational Svc Ctr, Comm Ed Prg Supv Comm Schools	06/10/2026	06/29/2026
Marita Kohn	S.T.E.P., B/G Custodian 2nd shift	06/19/2026	07/17/2026
Coleen Mateychuk	Educational Svc Ctr, HR Generalist - Certified	09/01/2026	11/23/2026
Angela May	Blaine High, Teacher Math	06/18/2026	12/04/2026
Robert Miller	Coon Rapids High, Teacher Career-Technical	06/09/2026	08/28/2026
Lindsey Oakley	Jackson Middle, Asst Principal Middle 10 Month	07/01/2026	08/21/2026
Lindsey Oakley	Jackson Middle, Asst Principal Middle 10 Month	09/04/2026	10/30/2026
Jamie Olson	Rum River Elementary, Teacher Grade K	06/09/2026	08/04/2026
Dalton Pieske	Anoka High, Teacher English	06/15/2026	06/15/2027
Caitlyn Radcliff	Hoover Elementary, ParaEducator Spec Ed Cntr Base	02/03/2026	04/14/2026
Janae Reiff	Jackson Middle, Teacher Math	09/08/2026	11/09/2026
Stacy Rush	Hoover Summer Program, A+ Site Leader 175 days	07/06/2026	07/22/2026

MODIFIED LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Anna Bellinger	Mississippi Elementary, Teacher ABS (AcadBehav)	04/21/2026	08/18/2026
Mindy Cich	Verndale, Teacher EC/SE Stretch Calendar	03/24/2025	03/24/2027
Deanna Evans	Jefferson Elementary, Teacher Phys Ed Elementary	01/07/2026	02/19/2026
Michelle Freudenberg	Educational Svc Ctr - Transportation, ParaEducator Bus	02/24/2026	07/15/2026
Vanessa Handt	Madison Elementary, Teacher Grade 1	02/11/2026	06/15/2026
Grace Hausker Thalmann	Andover Elementary, Teacher ABS (AcadBehav)	04/27/2026	10/14/2026
Mary Hunt	Champlin Brooklyn Park Academy, Teacher Grade 1	02/09/2026	05/25/2026
Dirk Johnson	Coon Rapids Middle, B/G Custodian 3rd shift	05/15/2026	07/14/2026
Katara Johnson	Evergreen Park Elementary, Child Nutrition Assistant FT	02/09/2026	03/09/2026
Shelly Parsons	Northdale Middle, ParaEducator Spec Ed Cntr Base	03/21/2025	10/15/2026

APPENDIX B

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Moved that the Board accepts the personnel recommendations and authorizes the appropriate Board officer(s) or School District administrator(s) to sign all documents necessary to effectuate these agreements.

MODIFIED LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Ger Vue	Anoka Middle - Fred Moore Campus, CED Assistant Coach	04/21/2026	07/20/2026

SABBATICALS

Full Name	Current or Most Recent Position	LOA Start	LOA End Date
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This section returned no records

APPOINTMENTS

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Elementary					
Saja Alnabi	Wilson Elementary, Teacher EL	08/31/2026	Masters+15/5	1.0000	\$67,766
Erin Conway	Evergreen Park Elementary, Teacher Grade 4	08/31/2026	Bachelors/3	1.0000	\$55,029
Teresa Cubas	Crooked Lake Elementary, Teacher K-3 Exploration	08/31/2026	Bachelors+15/10	0.6000	\$40,330
Jake Cunningham	Johnsville Elementary, Teacher Grade 5	08/31/2026	Bachelors/1	1.0000	\$53,529
Madeleine DeGoey	Ramsey Elementary, Teacher Grade 4	08/31/2026	Masters/2	1.0000	\$61,769
Lexy Foss	Oxbow Creek Elementary, Teacher Grade 4	08/31/2026	Masters/10	1.0000	\$77,290
Maureen Foster	Monroe Elementary, Teacher Music Elementary	08/31/2026	Masters/16	1.0000	\$89,106
Nichole Haselhuhn	Johnsville Elementary, Teacher K-3 Exploration	08/31/2026	Masters/9	1.0000	\$74,790
Jocelyn Horazdovsky	Hoover Elementary, Teacher Grade 1	08/31/2026	Masters/1	1.0000	\$61,769
Genesis Jackson	Evergreen Park Elementary, Teacher Grade 2	08/31/2026	Masters/1	1.0000	\$61,769
Sidney Kruse	Ramsey Elementary, Teacher Grade 2	08/31/2026	Masters/7	1.0000	\$68,186
Cassady Lewis	Crooked Lake Elementary, Teacher Grade K	08/31/2026	Bachelors/3	1.0000	\$55,029
Elizabeth Manz	Sunrise Elementary, Teacher Grade 3	08/31/2026	Bachelors/3	1.0000	\$55,029
Danette Maranz	Oxbow Creek Elementary, Teacher Grade 1	08/31/2026	Masters/22	1.0000	\$94,702
Elisah Ratajczyk	Ramsey Elementary, Teacher Grade 5	08/31/2026	Masters/1	1.0000	\$61,769
Taylor Seifert	Mississippi Elementary, Teacher Grade 3	08/31/2026	Masters/5	1.0000	\$65,599
Nina Stott	Ramsey Elementary, Teacher Grade 2	08/31/2026	Masters/9	1.0000	\$74,790
Stephanie Zimmerman	Ramsey Elementary, Teacher K-3 Exploration	08/31/2026	Masters+15/10	0.6100	\$48,422

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Secondary					
Anita Douglas	Roosevelt Middle, Teacher English	08/31/2026	Bachelors/11	1.0000	\$66,957
Thomas Flikeid	Jackson Middle, Teacher Phys Ed Secondar	08/31/2026	Bachelors/10	1.0000	\$65,081
Sarah Fruzyna	Northdale Middle, Teacher Science	08/31/2026	Bachelors/4	1.0000	\$55,872
Shawn Mars	S.T.E.P., Teacher Career-Technical	08/31/2026	Masters+60/10	1.0000	\$86,737
Nicholas McGraw	Jackson Middle, Teacher Music Secd Band	08/31/2026	Masters/14	1.0000	\$86,020
Megan Muetzel	Coon Rapids Middle, Teacher Math	08/31/2026	Bachelors/3	1.0000	\$55,029
Shannon Mulcahy	Anoka Middle - Fred Moore Campus, Teacher Theatre-	08/31/2026	Masters/1	0.5000	\$30,884
Lindsay Murray	Anoka Middle - Washington Campus, Teacher Grade 6	08/31/2026	Masters+60/19	0.9000	\$92,470
Erik Olson	Champlin Park High, Teacher Career-Technical	08/31/2026	Masters+60/7	1.0000	\$77,585
Hailey Pitzl	Jackson Middle, Teacher Science	08/31/2026	Bachelors/2	1.0000	\$53,529
Lucy Polyak	Anoka Middle - Fred Moore Campus, Teacher Theatre-	08/31/2026	Masters/1	1.0000	\$61,769
Sydney Smothers	Jackson Middle, Teacher Grade 6	08/31/2026	Bachelors/2	1.0000	\$53,529
William Tinjum	Blaine High, Teacher Business	08/31/2026	Bachelors/4	1.0000	\$55,872
Regan VanAvery	Anoka Middle - Washington Campus, Teacher Grade 6	08/31/2026	Bachelors/1	1.0000	\$53,529

APPOINTMENTS

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Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Special Education					
Melissa Brandenburg	River Trail Learning Center, Teacher Special Educ	08/31/2026	Masters/14	1.0000	\$86,020
Lara Cappelen	ESC-Special Ed, Teacher SA-SpEd	08/31/2026	Masters+60/22	1.0000	\$106,751
Kacie Coe	Dayton Elementary, Teacher ASD (AutismSpectrum)	08/31/2026	Bachelors+15/3	1.0000	\$56,486
Rocco Colson	Jackson Middle, Teacher E/BD	08/31/2026	Masters/22	1.0000	\$94,702
Maggie Cooper	Champlin Brooklyn Park Academy, Teacher ABS	08/31/2026	Masters/8	1.0000	\$72,290
Jill Guthrie	Champlin Park High, Teacher ABS (AcadBehav)	08/31/2026	Masters+30/14	1.0000	\$90,942
Carol-June Leonard	Verndale, Teacher Speech Clinician	07/13/2026	Masters/5	1.0000	\$65,599
Kimberly Lowinger	Coon Rapids Middle, Teacher ABS (AcadBehav)	08/31/2026	Bachelors/2	1.0000	\$53,529
Carlista Lund	University Ave Elementary, Teacher ABS	08/31/2026	Bachelors/4	1.0000	\$55,872
Kate Lundquist	Northdale Middle, Teacher ABS (AcadBehav)	08/31/2026	Bachelors+15/7	1.0000	\$59,145
Amanda Rosemark	Sorteberg Early Childhood Ctr, Teacher EC/SE	08/31/2026	Bachelors+30/5	1.0000	\$58,825
Gabrielle Sommars	Jackson Middle, Teacher ASD (AutismSpectrum)	08/31/2026	Bachelors+30/4	1.0000	\$58,825
Morgan White	Oxbow Creek Elementary, Teacher ABS (AcadBehav)	08/31/2026	Masters+30/3	1.0000	\$66,808
Emma Worshek	Riverview Early Childhood Ctr, Teacher EC/SE	08/31/2026	Bachelors/3	1.0000	\$55,029
Erin Zimmerman	Hamilton Elementary, Teacher ASD (AutismSpectrum)	08/31/2026	Masters/6	1.0000	\$68,186

Name	Current or Most Recent Position	Effective Date	Days	Salary
Administrative				
Jodi Abrahamson	Educational Svc Ctr, Comm Ed Prg Supv Comm Schools Based on salary for 261 days	07/06/2026	261	\$104,500
Deena Bayer	Blaine High, Asst Principal High School	07/01/2026	261	\$134,069
Michele Fennick-Pinkham	Educational Svc Ctr, Coordinator Learning Achieve 25 Vaca Days (10yrs)	07/01/2026	261	\$119,905
Melissa Kath	Educational Svc Ctr, Coordinator MTSS 22 Vac Days (7 yrs.)	07/01/2026	261	\$129,125
Jennifer Linck-Tollefsbol	Educational Svc Ctr, CNP Business Specialist Based on salary of \$111,500 for 261 days	07/20/2026	248	\$105,946
George Wilson	Ramsey Elementary, Asst Principal Elem 10 Month Based on an annual salary of \$124,028 for 261 days	08/03/2026	225	\$107,332

**Contract for Services
School Resource Officer/Prevention Program #C03000**

This Contract is entered into between Anoka-Hennepin School District No. 11 ("District") and the City of Blaine, MN ("Contractor").

Recitals

PURPOSE: The purpose of this Contract is to address the need for the presence of licensed peace officers to provide specific services/roles to the District and establish a mutually beneficial framework that both District schools and law enforcement can work within to achieve shared goals. The intent is to establish and delineate the mission of a School Resource Officer/Prevention Program, herein referred to as the School Resource Officer (SRO) Program, as a joint cooperative effort between the District and the Contractor. The partnership is intended to facilitate effective, timely communication and coordination of efforts for both the District and the Contractor to promote a safe and positive learning environment and decrease the number of youth formally referred to the juvenile justice system. Additionally, it clarifies roles and expectations and formalizes relationships between the participating entities to foster an efficient and cohesive program that will build a positive relationship between police officers, school administrators/staff and students.

GOALS. The primary goals of the SRO Program are 1) to promote positive and supportive school climates and 2) to create and maintain safe and secure school environments. To promote positive and supportive school climates, the partnership will collaborate to increase law-related education, expand school safety and crime prevention efforts, reduce conflict, and support effective interventions for students. To create and maintain safe and secure school environments, the partnership will collaborate to reduce and prevent crime, violence, victimization, and fear in and around schools, and minimize student involvement with the juvenile and criminal justice systems. It is the responsibility of school administrators to facilitate effective communication to all school staff and students regarding SRO program goals and responsibilities.

ROLES. The SRO program is unique to the community, based on input from the District, school administration, teachers, students, and community members. The position of SRO is designed to fulfill three overall roles:

- **Law Enforcement.** SROs are responsible for law enforcement incidents occurring at the school. Parents, students, teachers, and other school personnel should bring complaints about student misbehavior occurring in the school to the school principal and/or designee, rather than the SRO. The SRO role is that of law enforcement officer and the SRO is not expected to address common student discipline issues that do not amount to criminal conduct or legitimate safety concerns. A determination of whether a student's behavior raises to the level of a law enforcement activity, when reasonable, should be made in consultation with a school administrator. While law enforcement is the role of SROs, officers responding to an incident or consulting with school officials are encouraged to use their discretion in determining the best course of action, especially when using alternatives to arrest.
- **Fostering a Positive School Climate / Crime Prevention.** One of the primary roles SROs fulfill is fostering a positive school climate through relationship building and crime prevention. Officers will focus on getting to know students, serve as a role model, engage in various activities in consultation with school administration, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults. Crime prevention activities include foot patrols, monitoring previous crime locations, speaking to teachers about reducing the opportunity for crimes to occur, analyzing possible crime patterns, investigating crimes, and general patrol efforts. SROs are critical members of the school Building Crisis Teams for emergency preparation and planning.

- **Law-Related Educator.** SRO/Prevention Program Officers should participate in the school community and be a resource to the educational team where appropriate. The SRO should represent the law enforcement community to build positive relationships with youth, their families, and school staff. Whether talking to students in the hallway or delivering a presentation in the classroom, SROs are embedded in the education fabric within the school. SROs are expected to be proactive in creating and taking advantage of educational situations, and school administrators are encouraged to leverage this resource.

Terms

1. **OFFICERS EMPLOYED BY CONTRACTOR.** The Contractor shall employ (or assign), in accordance with applicable state statutes, a deputy(s) to serve as an SRO School or Prevention Program Officer(s) in District schools. The selection or assignment of such officers shall be done by the Contractor in consultation with the District. The District will reimburse the Contractor as described in paragraph 16 of this Agreement. The SRO shall, at all times, remain employed by the Contractor. This agreement explicitly disclaims any employee or agent relationship between the SRO and the District. This agreement does not create a contract of any type between the District and any individual deputy, investigator, sworn peace officer, community service officer, or other officer of the Contractor or any other law enforcement agency working with the Contractor, nor does this Agreement create any employer-employee relationship, independent contractor relationship, or services agreement with any individual.
2. **TERM OF CONTRACT.** The term of this contract shall be for three years, from July 1, 2026 to June 30, 2029. NO WORK SHOULD BEGIN UNDER THIS CONTRACT until all required signatures on this Contract have been obtained and the Contract has been authorized and/or approved by the governing bodies of the District and the Contractor.
3. **ADMINISTRATION RESPONSIBILITIES.** Law enforcement rendered to the District shall be at the sole direction of the Contractor. Standards of performance, discipline of the officer assigned, and other internal matters shall be under the authority of the Contractor. Upon request, the District shall provide the Contractor with an appraisal of the services received. The Contractor shall provide the District with a list of services provided at the elementary level, Prevention Program schedules, and the name of the officer(s) providing the service.
4. **LEVEL OF SERVICE.** The SRO serving within the District may respond to emergency calls within the boundaries of the Contractor and attend police training and special duties as assigned by the Contractor while fulfilling the requirements of this contract. Time spent on emergency calls outside of the District, police training, etc., shall not be considered time spent as a School Resource or Prevention Program officer.
5. **SCHOOL CALENDAR.** The District shall provide the Contractor with a school calendar. SRO services will be provided during regular school hours in the school district on all student contact days except for the SRO's short term absences for Contractor approved leave, illness, and required training. Time in excess of eight hours per day shall be paid according to the SRO's salary arrangements with the Contractor, provided such additional time has been approved in advance by the Contractor and District. Blanket approvals will not be accepted. The Contractor will notify the District of SRO absences and plan for coverage when the SRO is out of the building.
6. **DUTIES OF OFFICERS.** The general duties of the SRO are to help provide a safe and secure learning environment, foster a positive school climate, reduce/prevent crime, serve as an educational resource, and serve as a liaison between the school and the law enforcement agency. The SRO will not be responsible for administering or enforcing school disciplinary

actions. The SRO, school principal, and the District Chief Operating Officer or their designee will meet periodically to discuss plans and strategies to address specific issues or needs that may arise. SROs may respond to calls to all schools in the City of Blaine, even though they may be based primarily at one school in the city.

Specific duties of the SRO will include but are not limited to:

- a. To enforce criminal law and protect students, staff, and public at large against criminal activity.
 - b. Foster mutually respectful relationships with students and staff to support a positive school climate.
 - c. Provide information concerning questions about law enforcement topics to students and staff.
 - d. Provide classroom instruction on a variety of topics including but not limited to, law enforcement practices, conflict resolution, personal and school safety strategies, crime trends, and crisis response.
 - e. Handle initial police reports of violent crimes committed on campus.
 - f. Take enforcement action on criminal matters when appropriate.
 - g. Coordinate investigative procedures between police and school administrators.
 - h. Prepare lesson plans as necessary for the instruction provided.
 - i. In conjunction with the District's school administrators, school building crisis teams, and the District Security and Emergency Operations Manager, SROs should be an active participant in planning emergency drills and assisting with the facility assessment process utilizing the District Threat and Hazard Identification Risk Assessment (HIRA) to help analyze the physical safety of school facilities.
 - j. Prevention Program Officers serving elementary schools will present an approved prevention program, which may be a part of the fifth grade health curriculum.
 - k. Collect data on SRO activities (arrests, citations, etc.)
7. SRO ROLE IN SCHOOL POLICY VIOLATIONS. School administrators and teachers are responsible for school discipline. Although SROs are expected to be familiar with the District code of student conduct, the rules of individual schools, and their application in day-to-day practice, SROs should not generally be involved with the enforcement of school rules, or disciplinary infractions unless such infractions constitute clear violations of law or raise concerns of public safety. SRO action shall be guided by applicable law and policy, including Minnesota Statute Sections 609.06 and 626.8482
 8. PRIVACY OF PUPIL AND PERSONNEL RECORDS. The SRO shall follow the District's Protection and Privacy of Pupil Records Policy and the requirements of the Family Educational Rights and Privacy Act and the Minnesota Government Data Practices Act. The SRO will not access, and the School District will not provide private data on a student or school staff unless disclosure is allowed under: the Family Educational Rights and Privacy Act (FERPA); the Minnesota Government Data Practices Act or other state and federal law. The District and SRO may share records and information, as allowed by law, in the performance of the duties described in Section 6 of this Agreement.
 9. CLOTHING, EQUIPMENT, AND SUPPLIES. The Contractor shall provide any required clothing, uniforms, vehicle, necessary equipment and supplies for officers to perform law enforcement duties. The District shall provide SRO with a private, lockable office, telephone, and supplies necessary for the officer to perform required duties as specified in paragraph 6 of this contract.
 10. TRAINING. The Contractor shall be responsible for SRO training as is necessary to permit the SRO to effectively advance the school's educational mission in the context of his/her duties as SRO and ensure a smooth transition into the educational setting. Prior to appointment to an SRO position the SRO will complete training as required by Minnesota State Statute Sec. 626.8482. If

courses are not available prior to appointment, training should be completed within 6 months of appointment.

11. **DISTRICT SRO MEETINGS.** Upon appointment, the District will provide new SROs with District Orientation to deliver training related to District policies and procedures, technology access, security cameras, keys/fobs, and district crisis management planning. The District will also provide annual orientation training in the fall, prior to school beginning and bi-monthly meetings to discuss school specific issues and SRO concerns and/or recommendations.
12. **SCHOOL RESOURCE OFFICER DISTRICT COORDINATION.** The District Manager of Security and Emergency Operations will be the primary contact for SROs at the District.
13. **SCHOOL BASED LAW ENFORCEMENT DATA COLLECTION.** Law enforcement agencies should make available, upon request, an SRO activity report. The report should include descriptions of all activities engaged in by the SRO, including classroom presentations, meetings (with staff, parents, committees), incidents or calls for service, searches, arrests, citations, and other referrals to the juvenile justice system that occur on school grounds, school transportation or during school sponsored or school sanctioned events.
14. **TERMINATION.** Either party may terminate this agreement upon 30 days written notice of such termination, All payment due hereunder shall be prorated in the event of such termination.
15. **DURATION AND COST.** For and in consideration of the provision of SRO and the Prevention Program Officer services in accordance with the terms of this contract, the District shall pay the Contractor the following sums of:
 - a. \$188,087 July 1, 2026 - June 30, 2027
 - b. \$201,253 July 1, 2027 - June 30, 2028
 - c. \$215,341 July 1, 2028 - June 30, 2029
 Requests for payment should be submitted by July 1, 2026 and June 1 of each subsequent fiscal year, which the District shall pay within 35 days of receipt of said request.
16. **FORCE MAJUERE.** No party shall be liable or responsible to the other party, or be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement, when and to the extent such failure or delay results from acts beyond the impacted party's ("Impacted Party") control, including, without limitation, the following force majeure events ("Force Majeure Event(s)": (a) acts of God; (b) flood, fire, earthquake, or explosion; (c) war, invasion, hostilities, terrorist threats or acts, riot or other civil unrest; (d) government order, law, or actions; (e) embargoes or blockades in effect on or after the date of this Agreement; (f) national or regional emergency; (g) strikes, labor stoppages or slowdowns; (h) power outages; and (i) other similar events beyond the control of the Impacted Party.
17. **INDEMNIFICATION.** The Contractor agrees to defend, indemnify, and hold harmless the District, their agents, officials, employees, and representatives free from any and all claims, causes of action, lawsuits, damages, losses or expenses, including attorney fees, arising out of or resulting from the duties of the Contractor or SRO pursuant to the terms of this contract. The District agrees to defend, indemnify, hold harmless the Contractor, its agents, officials, employees and representatives from any and all causes of action, lawsuits; damages, losses, or expenses, including attorneys fees, arising out of or resulting from the duties of the District and their respective employees, agents, officials, and representatives pursuant to the terms of this contract.
18. **SERVICE TO SCHOOLS.**
 - a. The following secondary school(s) shall receive SRO services as a result of this contract:
 - i. Blaine High School
 - ii. Roosevelt Middle School

b. The following elementary schools(s) shall receive Prevention Program Services as a result of this contract:

- i. Jefferson Elementary School
- ii. Johnsville Elementary School
- iii. Madison Elementary School
- iv. Sunrise Elementary School
- v. University Avenue Elementary School

19. NON-APPROPRIATION. The District reasonably believes that budgeted funds will be obtained sufficient to make all payments. Continuation of any agreements beyond June 30th of any year is contingent upon appropriation of budgeted funds for payment of that contract. In the event that adequate funds are not so appropriated, the District shall notify the Contractor as soon as possible prior to the necessary cancellation and no penalty in any form shall be levied against the District because cancellation of any part or all of the services required by failure of appropriation.

20. SCOPE. It is agreed that the entire agreement of the parties is contained herein, and that this agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter thereof

21. EXECUTION IN COUNTERPARTS. This Agreement may be executed via .pdf and sent in counterparts, each of which shall be deemed an original, but of which shall constitute one and the same instrument.

The undersigned hereby acknowledges that they have read and understand the Agreement and hereby agrees to provide the outlined School Resource Officer/Prevention Program Services.

City of Blaine

Signed By  _____

Title: Mayor

Date: June 24, 2026

Anoka-Hennepin Schools

Signed By _____

Title: Chief Financial Officer

Date: _____

City of Blaine

Signed By  _____

Title: City Manager

Date: June 24, 2026

City of Blaine

Signed By  _____

Title: Safety Services Director/Police Chief

Date: 6/24/26



✉ 2727 N Ferry St. • Anoka, MN 55303

☎ 763-506-1000 • Fax: 763-506-1013

💻 ahschools.us

DATE: July 13, 2026
TO: School Board Members
FROM: Todd Mensink, Director of Labor Relations & Benefits
RE: Wage Administration and Terms & Conditions of Unaffiliated Administrative Employees for the 2026-27 fiscal year

School Board Approval is requested for the wage administration and terms and conditions of Unaffiliated Administrative Employees for the 2026-27 contract year.

The Unaffiliated Administrator/Supervisor/Non-exempt policy group includes 115 positions.

Changes of note include:

This policy includes all Unaffiliated Administrative positions, including Senior Leadership positions. For the last 4 years, Senior Leadership/Cabinet Employees were approved as a separate policy group.

Reclassification and restructure of several top leadership positions.

Consolidated duplicate lanes to streamline the schedule while maintaining compliance with pay equity requirements.

An increase in HRA/HSA contributions on the High-Deductible Health Plans to cover half of the new deductible.

A 0% average increase in District Insurance Contributions. (Administrator Fixed Flex Benefits currently exceed standard District Contributions for most employee groups. Authority provided for insurance was placed on salary in anticipation of a move away from fixed flex coverage and towards a standard District Contribution in the 2027-28 plan year).

A salary increase of 3% plus \$1000 for returning employees who are not at the top of their salary range.

A minimum salary increase of 2% for returning employees who have reached the top of their salary range.

The total cost of the package is \$20.3 million dollars, representing an overall increase of 3.2%.

SCHOOL BOARD

Linda Hoekman, Co-Chair

Dr. Michelle Langenfeld, Co-Chair

Jeff Simon, Clerk

Matt Audette, Treasurer

Zach Arco, Director

Kacy Deschene, Director

Anoka-Hennepin Independent School District No. 11**TERMS AND CONDITIONS OF ADMINISTRATIVE EMPLOYEES
ADMINISTRATOR / SUPERVISOR / NON-EXEMPT POSITIONS**

For those employees issued administrator / supervisor / non-exempt contracts, the following terms and conditions of employment apply:

I. PERFORMANCE OF DUTIES:

The employee will faithfully perform the duties prescribed by the School Board and Superintendent, whether or not these duties are specifically described in this contract or in a general job description and abide by District's policies for the annual salary indicated on the individual employee contract. Each individual contract and these terms and conditions are subject to all applicable federal and state laws. The employee must furnish throughout the life of the individual contract a valid and appropriate continuing license if a license is required for the position as determined by the State or job description.

II. DURATION:

These terms and conditions are subject to all applicable state and federal laws relevant to qualification, licensure, employment, termination, and discharge. These terms and conditions and the employee's individual contract remain in full force and effect during the term of the individual contract, except as modified in writing by mutual consent of the School Board and employee, unless otherwise terminated as provided by law or accepted written resignation.

III. MEETINGS:

The employee, upon approval of the Superintendent, may attend appropriate professional meetings, conventions, and conferences at the local, state, and national levels, with expenses incurred paid by the District pursuant to district policies regarding reimbursement.

Guidelines for national conferences include attendance once every three years; specific designated director level positions may be authorized to attend national conferences every year.

IV. DUTY YEAR AND LEAVES:

A. Basic Work Year: The employee's duty year is the entire calendar year (i.e. 260/261/262 days) unless otherwise determined by the Superintendent. The employee is expected to perform services on those legal holidays on which the District is authorized to conduct school. The employee is expected to be available to work during any emergency unless otherwise excused by the Superintendent.

B. Vacation: The employee earns paid vacation for a full contract year, prorated for less than a full contract year, based on the following:

0-3 years	15 days of vacation
4-9 years	22 days of vacation
10-15 years	25 days of vacation
16 or more years	30 days of vacation

For the purpose of determining the amount of vacation, credit for years of employment will be determined by the Superintendent or designee pursuant with the following guidelines:

1. All continuous internal employment experience within Anoka-Hennepin School District is credited.
 2. External employment experience, which is deemed comparable to the Anoka-Hennepin assignment, will be credited, while not to exceed 3 years of credit. Director level positions may be credited with up to 9 years of outside comparable experience.
 3. Vacation days not used during the contract year will accumulate without limit; however, the maximum vacation days taken during any contract year will not exceed 35 days. Employees will be eligible to ~~sell back~~ **sell back** up to three (3) days of vacation at their daily rate **of pay based on the base salary divided by 260 days. Employees in Leadership Level 10 positions may sell back up to ten (10) days of vacation at their daily rate of pay.** Total vacation used and sold back cannot exceed 35 days.
 4. An employee who resigns from the District will receive a payout of unused, earned vacation days. This payout is calculated at the employee's daily rate of pay to a maximum of 55 days. This payout is subject to applicable state and federal taxes and other mandated withholdings.
 5. An employee who retires from the District may receive a payout of unused, earned vacation days. This payout is calculated at the employee's daily rate of pay to a maximum of 75 days. This payout is deposited into Anoka-Hennepin's Special Pay Plan according to the rules of said plan.
- C. Holidays: The employee has 12 paid holidays each contract year designated as follows: Independence Day (1), Labor Day (1), Thanksgiving (2), Winter Holiday (2), New Year's (1), President's Day (1), Spring (2), and Memorial Day (1), Rev. Dr. MLK Day (1). If Juneteenth becomes recognized as a District Holiday, it will become a paid holiday for District administrators.

- D. Sick Leave: Each contract year, the employee earns 18 sick leave days prorated for less than a full contract year. Unused sick leave days accumulate without limit.
- E. Personal Leave: Three noncumulative personal leave days, deductible from an employee's sick leave allocation, are available each year for incidents of a personal or emergency nature. Requests for personal leave must be approved by the immediate supervisor and in accordance with district guidelines.
- F. Employees in Non-exempt Positions - Overtime: An employee classified as a non-exempt employee who is authorized to work beyond 40 hours per week will be paid time-and-one-half for each hour worked beyond 40 hours per week. Compensatory time off may be taken in place of paid overtime at the discretion and approval of the employee's supervisor.
 - a. For compensatory time purposes, an employee may not accumulate over 60 hours of overtime, equaling 90 hours of compensatory time. All compensatory time must be used or paid off as of June 30 of each year.
 - b. For the purposes of this section, paid District holidays are considered towards compensable hours worked; sick or vacation days are not considered towards compensable hours worked.

V. BENEFITS:

- A. Tax-Sheltered Annuities: Effective July 1, 2023, the District will contribute up to \$5,500 per fiscal year in matching funds for a ~~full-time~~ **full-time** employee towards the District's 403(b) plan. **The District will contribute up to \$6,000 per fiscal year for employees in Leadership Level 10 positions.**
- B. Travel: The employee will be reimbursed for authorized travel in accordance with District policy.
- C. Professional Organization: The employee will be eligible for payment of membership dues for one state and one national professional association or organization, as approved by the Department supervisor.
- D. Liability Insurance: The District provides a liability insurance policy covering the employee.
- E. Retirement Sick Leave:
 - 1. District Employment Prior to December 31, 1999: Retirement sick leave severance benefits are available to an employee hired prior to December 31, 1999, who is immediately eligible and receiving PERA/TRA retirement annuity benefit.
 - a) Payment is determined by multiplying the daily rate (annual salary/260 days) multiplied by one-half of the first 160 days of unused sick leave.
 - b) Payment is made in accordance with the provisions of Anoka-Hennepin's Special Pay Plan and state and federal applicable laws and regulations.
 - c) Any employer contributions to 403(b) or 457 will reduce the unused sick leave retirement payment on a dollar for dollar offset.
 - 2. District Employment on or After January 1, 2000: Any employee hired by the district after January 1, 2000, with at least five (5) consecutive years of experience in the District will not be eligible for the sick leave retirement severance payment in Section V.E.1, but is eligible for the retiree sick leave Health Reimbursement Account as outlined in Section V.E.3. The retiring employee must be immediately eligible and receiving PERA/TRA retirement annuity benefit. The value of one-half of the first 160 days of unused sick leave and 100% of the value of any sick leave over 160 days will be applied to the Health Reimbursement Account.
 - 3. An employee eligible for retirement may continue to participate in the group hospital/medical and dental insurance plans by paying the entire premium on a prepaid quarterly basis. The value of one-half of the first 160 days of unused sick leave and 100% of the value of any sick leave over 160 days will be deposited into the Health Reimbursement Account according to the Plan rules.
- F. Insurance Benefits and District Contribution: The District contributes a District-determined amount, as specified by the individual employment contract, toward a flexible benefits account for the purchase of other designated employee benefits in accordance with the District's Flexible Benefit Plan. The employee is required to participate in the four core insurance benefits (i.e. health, dental, LTD, life), as determined by the District. Fixed flex contributions shall be \$21,363 for employees with single or dependent coverage and \$25,636 for employees with family coverage. **Fixed flex contributions for employees in Leadership Level 10 positions shall be \$22,337 for employees with single or dependent coverage and \$26,807 for employees with family coverage.**
- G. Employee Claims Against the District: Any description of insurance benefits is intended to be informational only and an employee's eligibility for benefits is governed by the terms of the District's insurance policy. An employee can make no claim against the District as a result of a denial of insurance payments.

July 1, ~~2025-2026~~ – June 30, ~~2026-2027~~ Policy Period

Approved by School Board:

Anoka-Hennepin Wage and Benefit Guidelines for Unaffiliated Administrator/Supervisor/Non-Exempt Staff

2026-27

Level	Assign Type Code	Assignment Type Description	Salary Min	Salary Max
LDRSHP LVL 10	1006 1007 1010 1011 1012 1028 1044	Assistant Superintendent - Elem Chief Operations Officer Assistant Superintendent - Secd Chief Human Resources Officer Chief Academic Officer Chief Financial Officer General Counsel	\$190,565	\$240,878
LDRSHP LVL 9	1026 1036 1062 1081 1094	Exec Dir Student Support Serv Exec Dir Comm PR & Govt Rel Exec Dir Enroll & Info Systems Exec Dir Community Ed Exec Dir Technology	\$176,898	\$214,047
LDRSHP LVL 8	1008 1085 1092	Director Student Services Director Special Education Director Career and Tech Ed	\$162,023	\$196,048
LDRSHP LVL 7	1009 1013 1014 1016 1017 1018 1020 1037 1060 1090	Director Employee Services Director Payroll Director Finance Director Transportation Director Labor Relations & Benefits Director Child Nutrition Director Buildings & Grounds Director Purchasing Director Research Eval. & Testing Director Learning & Achievement	\$151,484	\$183,296
LDRSHP LVL 6	1086	Assistant Director Special Educ.	\$142,694	\$172,660
LDRSHP LVL 5	1043 1051 New	Associate General Counsel Assistant Director Student Services Financial Strategy Consultant	\$135,931	\$164,477
LDRSHP LVL 4			\$128,899	\$155,968
LDRSHP LVL 3			\$122,074	\$147,710
LDRSHP LVL 2	1029-BSC 1029-LAC 1029-LLL 1029-MTS 1071 1096-MDT 1096-TEC 1099	Behavior Support Coordinator Coordinator Learning and Achiev. Local Literacy Lead Coordinator Coordinator MTSS Health Services Coordinator Coordinator Media Technology Coordinator Technology Network Services Manager	\$115,028	\$139,184
LDRSHP LVL 1	1019 1021 1035 1038 1052 1068 1080-ABE 1080-ECF 1084-ADV	Asst Director Child Nutrition Asst Dir Building & Grounds Asst Dir Comm & Public Rel Amer Indian Ed Coordinator Student Services Coordinator Security & Emergency Ops Mgr Comm Ed Manager - ABE Comm Ed Manager - ECFE Comm Ed Prg Supv Adv Plus	\$107,983	\$130,659

Level	Assign Type Code	Assignment Type Description	Salary Min	Salary Max
ADMN MGMT LVL 6	1022 1023 1024 1032 1045 1046 1048 1049 1050 1053 1055 1057 1069 1074 1084-CS 1098	B/G Maintenance Mgr B/G Sites/Grounds Mgr B/G Health/Safety Mgr Employee Benefits Manager Data Operations Manager Data Integration Manager B/G Construction Projects Mgr Employee Services Manager HRIS Manager Res Eval Test Analytics Coord Accounting Manager Transportation Safety Manager Finance Compliance Manager Finance Compliance Mgr - SpEd Comm Ed Prg Supv Comm Schools Client Support Services Mgr	\$100,916	\$122,108
ADMN MGMT LVL 5	1025 1054 1056 1063 1065 1066 1083 1093	Reg Diet, Safety & Sani Supv Research Eval Test Compliance Staffing Supervisor Admn Serv Business Specialist Hope Office Coordinator CNP Business Specialist CED Prg Supv. - Parent Inv. & Youth Serv. Enterprise Network Engineer	\$93,870	\$113,583
ADMN MGMT LVL 4	1015 1027 1034 1042 1059 1061 1073 1087 1097	Accountant B/G Coordinator IAQ Communications Specialist Exec Assistant Supt & Schl Bd Recruit Retention Specialist Research Eval Test Analyst Purchasing Supervisor Comm Ed Communications Coord Network Services Coordinator	\$85,569	\$103,538
ADMN MGMT LVL 3	1082	Print Shop Supervisor	\$76,648	\$92,744
ADMN MGMT LVL 2	1039-LGL 1067 1075	Paralegal/Legal Admin Assist CNP Chef Supervisor Conference Services Supervisor	\$71,176	\$86,123
ADMN MGMT LVL 1	1033 1039 1058 1076 1078	MARSS Coordinator Administrative Assistant Payroll Data Specialist HRIS Data Analyst Enroll & Info Sys Data Analyst	\$67,539	\$81,722
NON-EXEMPT	1031 1040	Transporation Route Coord Educational Data Coordinator	Hourly \$29.69 \$37.63	



Anoka-Hennepin School Board

Briefing Notes

DATE: 7/13/2026
AUTHOR: Tim Palmatier (General Counsel)
SUBJECT: Second Read of Policy 620.0 (Credit by Assessment)

CLASSIFICATION: Report

BACKGROUND:

Policy 620.0 was presented for a first reading at the regular school board meeting on June 22, 2026. During the Board discussion on the proposed policy, some members expressed concern that credit by assessment might be too limited by the proposed amendment to the existing policy. Specifically, board members were concerned that the list of qualifying classes for credit by assessment may be too narrow. At the same time, board members did not express concern about opening credit by assessment to eighth grade students (where the current policy only covers 9 to 12 graders).

RECOMMENDATIONS/NEXT STEPS:

In order to seek broader consensus around the classes that can qualify for credit by assessment, I am recommending that the proposed policy amendments be returned to the Policy Committee for further consideration. However, because Student Services would like to have the flexibility of offering credit by assessment opportunities to eighth grade students proceeding the start of the 2026-27 school year, we are proposing a minor change to the policy to reflect that eighth grade students can be eligible.

AWARDING CREDIT BY ASSESSMENT

I. Intent and Purpose

In accordance with state statute, the Anoka-Hennepin School District provides a process through which Credit by Assessment, or testing out of a course, is an option available for students who wish to fulfill graduation requirements for knowledge and skills acquired outside of the school setting. This option aligns with the district's mission to provide learning opportunities that meet the individual learning needs of each student.

II. General Statement of Policy

Anoka-Hennepin students in grades ~~98~~12 may earn high school course credit by successfully demonstrating proficiency of the standards in courses offered by the district. Students who have the knowledge presented in a district course from information acquired through activities outside of school may demonstrate their mastery through a formal process of credit by assessment that may include College Level Examination Program (CLEP), Advanced Placement (AP) assessment, district course assessment(s) or other district approved assessments. Credit by Assessment applicants may request the course syllabus and materials list, as well as review the course textbook prior to the start of any Credit by Assessment process.

The first time credit by assessment is requested for a particular course, the specific requirements for awarding the credit will be established. The same requirements will apply to other students who later request credit for that course.

III. Student Responsibility

A student interested in earning credit by assessment will follow the procedures outlined in the guidelines for awarding credit by assessment. The student will work through the requirements of the Credit by Assessment process with the appropriate school and district personnel.

If the student demonstrates proficiency in a satisfactory manner, the student's transcript will show the course title, credit earned, and a course grade of "P", therefore, a grade is not applied to the student's district calculated GPA. The number of credits earned will be equal to the number of credits assigned to the course.

IV. School Personnel Responsibility

The assigned school personnel will work with the student(s) and curriculum department personnel to offer the appropriate assessment(s). If the student achieves the required proficiency on the assessment, the assigned school personnel will submit the assessment document(s) with the assessment results to the curriculum department personnel.

Legal References:

M.S. 120B.02 Educational Expectations for Minnesota's Students

M.S. 120B.11 School District Process for Reviewing Curriculum, Instruction, and Student Achievement

M.S. 120B.13 Advanced Placement and International Baccalaureate Programs

Anoka-Hennepin District No. 11

Anoka, MN 55303

Adopted February 22, 1993

Revised June 11, 2012

Revised December, 2018

Revised July 13, 2026



POLLING PLACE AGREEMENT 2026

June 22, 2026

Paul Anderson
(W2 P3) Sand Creek Elementary
12156 Olive Street NW
Coon Rapids, MN 55448

Polling Place:
(W2 P3) Sand Creek Elementary
12156 Olive Street NW
Coon Rapids, MN 55448

(W2 P3) Sand Creek Elementary hereby agrees to provide said premises to the City of Coon Rapids for election purposes, for the following election(s):

2026 State Primary Election, 8/11/2026

2026 State General Election, 11/3/2026

Polling Place agrees to make the building available the day before each election day for delivery of equipment. Polling Place agrees to properly heat and light said premises from 6:00 am until the work of the election judges is completed, and if said election judges have not completed their work at 12:00 am on the above mentioned days, they shall be permitted to occupy said premises until their work is completed.

Polling Place agrees to provide for storage of all voting equipment in a proper and secure manner when not in use by the election judges. Equipment will be stored in the Hall with the exception of the DS200 ballot machine that is to be locked in storage room.

City shall hold harmless the property owner against any actions, claims or damages in connection with the City's use of the premises as a polling place on election day. This provision shall not indemnify the property owner for its own negligence or intentional acts or omissions. Polling Place agrees the premises shall be in full compliance with the Americans with Disabilities Act. In the event polling place learns of any conditions or circumstances that would not comply with accessibility, Polling Place will immediately inform City.

PLEASE RETURN ONE COMPLETED COPY OF THIS AGREEMENT

Building must be open at 6:00 AM on election day.

PLEASE VERIFY and complete any information not provided below:

On-site Contact Person	John Maus 763-506-4310
Primary Election Voting Room(s)	Media Center
General Election Voting Room(s)	Media Center

In the event that the building is not open at 6:00 AM on election day, election judge may call:
(list any available contacts who have keys)

John Maus 763-506-4310 (Building Supervisor); Melanie Wohlers 763-506-4301 (Principal)

In case of a facility issue on election day, contact:

John Maus 763-506-4310; Karyn Wieden 763-506-4302; Jim Skelly 763-506-1111 (admin contact)

Secure equipment storage location:

Anderson Conference room by the media center

Instructions for Delivery Personnel:

Deliver to Door 2 between 7:30 am and 2 pm - PLEASE NOTIFY APPROXIMATE TIME OF ARRIVAL. BRING FLAG FROM CITY HALL IF AVAILABLE. Will have tables and chairs available for use. Call John Maus at arrival 763-506-4310

Signed:

Representing (W2 P3) Sand Creek Elementary

Print Name: Michelle Vargas, CFO

Date:

Signed:

City Clerk

Print Name: **Joan Lenzmeier**

Date:

6 / 22 / 2026



Anoka-Hennepin

Briefing Notes

DATE: 07/13/26

CLASSIFICATION: Decision

AUTHOR:

Sarah Hunter, Chief Academic Officer

SUBJECT: New Course Proposals for 2027-2028

PURPOSE:

The purpose of this report is to seek approval for two new courses at the high school magnet programs.

BACKGROUND:

All course proposals have been reviewed and approved by the Curriculum Advisory Council (CAC).

COURSE: Honors PLTW Principles of AI

Location: CRHS & BHS Magnet Programs

Course Authors:

Lana Rice & Jennifer Birkmeier, Curriculum Integration Coordinator

Anne Norsted, Learning & Achievement Coordinator

COURSE DESCRIPTION

PLTW Principles of AI

[BHS and CRHS only]

Prerequisites: BHS CEMS or CRHS Biomedical Sciences and Engineering

Intended Audience: Grades 9-12

Credit: One trimester = 0.5 credit

Major Outcomes:

- Foundations of AI: Students learn about responsible use, prompt engineering, data and classifiers, and model training basics
- Intelligence in Practice: Students explore algorithms, optimization, privacy/security, societal impact, and AI in careers
- Career Readiness: Builds foundational literacy in data, natural language processing (NLP), and machine learning (ML).
- Professional and Technical Skills: Teaches AI techniques like data visualization and computing innovations alongside transferable skills such as documentation and ethical reasoning.
- Portfolio-Ready Artifacts: Provides assessments and student projects that show proof of applied knowledge for internship, job, and college applications.

Instructional Focus: project-based learning, portfolios, and authentic artifacts

Prerequisites:

none

REVIEW OF KEY CONSIDERATIONS:

This course aligns with the current PLTW Biomedical Sciences, Engineering, and Computer Science pathways that exist at BHS and CRHS. As we continually focus on improving our course offerings to align with college and career readiness skills, adding this course would be beneficial for students.

Principles of AI is designed with strong connections to the AI Literacy Framework (Empowering Learners for the Age of AI: An AI Literacy Framework for Primary and Secondary Education). This framework is a joint initiative of the European Commission and the Organization for Economic Cooperation and Development (OECD). The course is also designed with the Computer Science Teachers Association (CSTA) national standards (2026) in mind. The course has intentional connections that will help students gain confidence and reinforce essential concepts and skills students need beyond their high school career

COMPLETED STEPS

This course was reviewed and approved by the department leaders at both high schools and the CAC team.

RECOMMENDATIONS / NEXT STEPS

Upon board approval, the team will:

- Write and finalize the curriculum before being implemented in the 2027-2028 school year.
- Work to advance it through the registration process. This step ensures that the course is properly entered and accessible to students for enrollment. Following registration, student interest and enrollment data will be reviewed to determine whether sufficient demand exists to justify offering one or more sections. Final staffing decisions will be made only after this analysis confirms student participation.

COURSE: Maker Methods

Location: AHS STEAM program

Course Authors:

Jill Luoma-Overstreet, Curriculum Integration Coordinator

Jolanda Dranchak, Learning & Achievement Coordinator

COURSE DESCRIPTION**Maker Methods**

[AHS Only]

Intended Audience: Grade 10

Credit: One Trimester = 0.5

Major Outcomes

- Build a strong foundation in fabrication, prototyping, and creative problem-solving.
- Learn how to start builds, troubleshoot issues, and select the appropriate tools and materials.
- Gain confidence working independently across a variety of fabrication processes.
- Prepare for more advanced STEAM coursework and complex project challenges.

Projects and Activities

Students engage in hands-on builds using sewing machines, laser cutters, vinyl cutters, coding platforms, Adobe software, electronics, robotics, and more. Projects emphasize starting a build from scratch, testing ideas, and refining work through iteration.

Instructional Focus

Instruction emphasizes essential fabrication skills, safe tool operation, and practical problem-solving strategies that help students design, test, and improve their work.

Prerequisites:

none

REVIEW OF KEY CONSIDERATIONS:

- All 10th graders need baseline training before entering upper-level STEAM pathway classes.
- Current inconsistency makes it difficult for teachers to design projects that assume shared skills.
- Some tools and technologies require more time, repetition, and troubleshooting than what elective/project classes can reliably offer.

COMPLETED STEPS

This course was reviewed and approved by the department leaders at both high schools and the CAC team.

RECOMMENDATIONS / NEXT STEPS

We are seeking board approval for these courses starting in the 2027-2028 school year.

Upon board approval, the team will:

- Write and finalize the curriculum before being implemented in the 2027-2028 school year.
- Work to advance it through the registration process. This step ensures that the course is properly entered and accessible to students for enrollment. Following registration, student interest and enrollment data will be reviewed to determine whether sufficient demand exists to justify offering one or more sections. Final staffing decisions will be made only after this analysis confirms student participation.

Anoka-Hennepin ISD 11
 Truth in Taxation Calendar
 Taxes Levied 2026
 Payable 2027 for the 2027-2028 School Year

<u>Date</u>	<u>Action Required</u>
July 13, 2026	Set public hearing date and adoption date: Proposed date December 7, 2026 , at 6:30 P.M. Certified to County Auditor.
September 28, 2026	Proposed tax levy reviewed by School Board and certified to County Auditor. Announce hearing and adoption date to be published in minutes.
Between November 11 & November 24, 2026	County auditor mails parcel specific notice to each property owner
December 7, 2026	School Board holds hearing during regular board meeting that begins at 6:30 PM and adopts levy following the public comment portion of the hearing.
December 30, 2026	Certify levy to home County Auditor and submit form TNT to MN Department of Revenue.
On or before January 7, 2027	Notify MDE of final certified levies.

For an explanation or interpretation of the contract call your Association or the Labor Relations and Benefits Department.

MASTER AGREEMENT

Between

the

Anoka-Hennepin Independent School District No. 11
Anoka, Minnesota

and

The Anoka-Hennepin Child Nutrition Site Supervisors' Association

Regarding Terms and Conditions of Employment for
Anoka-Hennepin Independent School District No. 11

July 1, ~~2024~~2026 through June 30, ~~2026~~2028

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ARTICLE I - PURPOSE

The purpose of this contract is to encourage and increase orderly, constructive, and harmonious relationships between the Employer and the Association; to establish procedures for the resolution of differences over terms and conditions of employment; to preserve the paramount right of the citizens of this community to the operation of their schools without disruption; and to establish an environment in which the children of this community may receive education of the highest quality. Accordingly, the parties have set forth herein all terms and conditions of employment which have been agreed upon by the Employer and the Association pursuant to and in compliance with the Public Employment Labor Relations Act of 1971 as amended.

ARTICLE II - DEFINITIONS

- A. PELRA of 1971 shall mean the Public Employment Labor Relations Act of 1971 as amended.
- B. SUPERINTENDENT shall mean the Superintendent of Schools of Independent School District No. 11 or a designated representative.
- C. SCHOOL BOARD shall mean the School Board of Independent School District No. 11 or its designated representative.
- D. CHILD NUTRITION SITE SUPERVISOR and ASSISTANT CHILD NUTRITION SITE SUPERVISOR shall mean supervisory personnel covered by this contract.
- E. ASSOCIATION shall mean the Anoka-Hennepin Child Nutrition Site Supervisors or its designated representative.
- F. OTHER TERMS not defined in this contract shall have those meanings as defined by PELRA of 1971 as amended.

ARTICLE III - LAWS, RULES, AND REGULATIONS

The parties agree to abide by the state and federal laws, and reasonable rules and regulations established by the Board. Such Board rules and regulations will not be in conflict with this contract.

The exclusive representative recognizes that the School Board, all employees covered by this agreement, and all provisions of this contract are subject to the laws of the State of Minnesota, federal laws, and valid rules, regulations, and orders of state and federal government agencies. Any provision of this contract found to be in violation of any such laws, rules, regulations, directives, or orders shall be null and void and without force and effect.

The exclusive representative recognizes the right, obligation, and duty of the School Board and its duly designated officials to promulgate rules, regulations, directives, and orders from time to time if deemed necessary by the School Board insofar as such rules, regulations, directives, and orders are not inconsistent with the terms of this contract.

ARTICLE IV - RECOGNITION

In accordance with the PELRA-71, as amended, the School Board, hereinafter referred to as the Board, recognizes the Anoka-Hennepin Child Nutrition Site Supervisors, hereinafter referred to as the Association, as the exclusive representative of Child Nutrition Site Supervisors employed by the School Board of Anoka-Hennepin Independent School District No. 11. The terms Board and Association shall include authorized officers, representatives, and agents. Despite references herein to Board and Association as such, each reserves the right to act hereunder by designated representatives.

ARTICLE V – CHILD NUTRITION SITE SUPERVISORS’ RIGHTS

SECTION 1 RULE, LAW, AND REGULATION:

The Child Nutrition Site Supervisors have all rights afforded them by state and federal rules, laws, and regulations established by state boards and School Board policies.

SECTION 2 RIGHT TO JOIN:

Child Nutrition Site Supervisors shall have the right to form and join labor or employee organizations and shall have the right not to form and join such organizations. Child Nutrition Site Supervisors in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for such Child Nutrition Site Supervisors.

SECTION 3 DEDUCTION OF DUES:

Child Nutrition Site Supervisors, who are full members, shall have the right to request and shall be allowed dues check off for the Exclusive Representative Organization. The Employer, upon notification by the Exclusive Representative of such Child Nutrition Site Supervisors, shall be obligated to check off said fee from the earnings of the Child Nutrition Site Supervisor and transmit the same to the Exclusive Representative each regular pay period. Any dispute as to the validity of a specific deduction shall be solely between the Association and the individual employee. The Association warrants that it will indemnify and hold harmless the Employer and any of its agents from any and all actions which any organization or employee may have, or claim to have, now or in the future, arising out of or by reason of the deduction or lack thereof.

SECTION 4 PERSONNEL FILES:

The District personnel file relating to each individual Child Nutrition Site Supervisor shall be available during regular office business hours to each individual Child Nutrition Site Supervisor upon written request. The Child Nutrition Site Supervisor shall have the right to reproduce any of the contents of the file at the Child Nutrition Site Supervisor’s expense and to submit for inclusion in the file written information in response to any material contained therein.

- SECTION 5 The Association shall have the right to use District buildings before or after hours for meetings, provided that this shall not interfere with or interrupt school operations.
- SECTION 6 The Association shall be entitled to use the district mail distribution service for distribution of Association material free of charge. This privilege shall not be used for any political activity.
- SECTION 7 Following a probationary period of one (1) year, Child Nutrition Site Supervisors shall not be disciplined or reduced in compensation without just cause.

ARTICLE VI - SCHOOL DISTRICT RIGHTS

SECTION 1 INHERENT MANAGERIAL RIGHTS:

The Association recognizes that the Board is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, and selection, direction, and number of personnel.

SECTION 2 RESERVATION OF MANAGERIAL RIGHTS:

The foregoing enumeration of Board rights and duties shall not be deemed to exclude other inherent management rights, and management functions not expressly delegated in this contract are reserved to the School Board.

ARTICLE VII - HOURS AND DUTY DAY

SECTION 1 BASIC DUTY YEAR:

The duty days within the normal work year shall be in accordance with the school calendar as adopted by the School Board, subject to modifications by the Child Nutrition Director to meet the needs of the District. The duty days for Child Nutrition Site Supervisors based on student contact days, holidays and workshop/in-service days shall be 190 days at the High Schools, Middle Schools, Compass-Bell Building, and Sandburg Regional High School 189 days at the Elementary Schools. The duty days for Child Nutrition Site Supervisors based on student contact days, vacation days, holidays and workshop/in-service days shall be 260 days at the ESC. The Board approved calendar duty days and sites are subject to change. When necessary, the District may reduce or extend an individual's duty year on a daily rate basis; Child Nutrition Site Supervisors who request and receive approval to work additional duty days beyond the District's designated duty year will be paid pursuant to an extended year service agreement.

Although the basic duty day will be approximately eight (8) hours per day, the Child Nutrition Site Supervisors, because of their managerial and supervisory responsibilities, agree to commit whatever time is necessary to accomplish such managerial and supervisory duties and responsibilities. There shall be no paid overtime.

SECTION 2

HOLIDAYS:

There shall be eleven (11) paid holidays for positions with a basic duty year of less than 260 days: Labor Day, two days at Thanksgiving, two days during Winter break, New Year's Day, Martin Luther King, Jr. Day, two days during spring break, Memorial Day, and President's Day.

There shall be twelve (12) paid holidays for positions with a basic duty year of 260 days: Independence Day, Labor Day, two days at Thanksgiving, two days in winter, New Year's Day, Martin Luther King, Jr. Day, two days in spring, Memorial Day, and President's Day.

SECTION 3

ESC CHILD NUTRITION 260 DUTY DAY SITE SUPERVISOR VACATION:

Vacation shall be accrued in the following manner (pro-rated for less than one year employment):

Less than five years of consecutive employment: 10 days

Five or more years and less than ten years of consecutive employment:

15 days

Ten or more years and less than fifteen years of consecutive employment:

22 days

Fifteen or more years and less than twenty years of consecutive employment:

23 days

Twenty or more years of consecutive employment:

25 days

The ESC Site Supervisor must receive approval for the use of vacation from the administration.

Normally the maximum vacation taken during any fiscal year shall not exceed twenty-five (25) days, however annual vacation plus accumulated unused vacation may be allowed with the approval of the supervisor's administrator. Vacation days not used during the fiscal year will be accumulated to an unlimited amount.

CNP 260 Day Site Supervisor who retires with 2 weeks' notice shall be paid up to a maximum of fifty (50) days of unused vacation.

CNP 260 Day Site Supervisor who resigns with 2 weeks' notice shall be paid up to a maximum of twenty-five (25) days of unused vacation.

ARTICLE VIII - BASIC COMPENSATION

SECTION 1

SALARY

	Duty Days	2024-2025 Rates		2025-2026 Rates	
		Daily Rate	Annual Rate	Daily Rate	Annual Rate
-					
Lane 1: Assistant Supervisor	189	\$225.60	\$42,638.40	\$231.20	\$43,696.80
Lane 2: Elementary	189	\$267.40	\$50,538.60	\$274.10	\$51,804.90
Lane 3a: Compass-Bell, RTLC, Sandburg, Two Rivers	190	\$267.40	\$50,806.00	\$274.10	\$52,079.00
Lane 3b: ESC	260	\$267.40	\$69,524.00	\$274.10	\$71,266.00
Lane 4: Elementary Dual: Andover, Ramsey	189	\$283.50	\$53,581.50	\$290.60	\$54,923.40
Lane 5: Middle Schools, AMSWA	190	\$283.50	\$53,865.00	\$290.60	\$55,214.00
Lane 6: Middle Schools Dual (JMS)	190	\$298.40	\$56,696.00	\$305.90	\$58,121.00
Lane 7: High Schools	190	\$298.40	\$56,696.00	\$305.90	\$58,121.00

	Duty Days	2026-2027 Rates		2027-2028 Rates	
		Daily Rate	Annual Rate	Daily Rate	Annual Rate
Lane 1: Assistant Supervisor	189	\$235.20	\$44,452.80	\$243.20	\$45,964.80
Lane 2: Elementary	189	\$278.10	\$52,560.90	\$286.10	\$54,072.90
Lane 3a: Compass-Bell, RTLC, Sandburg, Two Rivers	190	\$278.10	\$52,839.00	\$286.10	\$54,359.00
Lane 3b: ESC	260	\$278.10	\$72,306.00	\$286.10	\$74,386.00
Lane 4: Elementary Dual: Andover, Ramsey	189	\$294.60	\$55,679.40	\$302.60	\$57,191.40
Lane 5: Middle Schools, AMSWA	190	\$294.60	\$55,974.00	\$302.60	\$57,494.00
Lane 6: Middle Schools Dual (JMS)	190	\$309.90	\$58,881.00	\$317.90	\$60,401.00
Lane 7: High Schools	190	\$309.90	\$58,881.00	\$317.90	\$60,401.00

SUBD. 1 LONGEVITY

As of June 30th of the relevant year: Longevity stipend shall be the annual salary plus the following amount:

5-9 years	\$ 500.00
10-14 years	\$ 750.00
15-19 years	\$ 1,000.00
20-24 years	\$ 1,500.00
25+ years	\$ 2,000.00

One year of longevity will be credited for each year of service as an Anoka-Hennepin Child Nutrition Site Supervisor.

One year of longevity will be credited for every two years of service as an Anoka-Hennepin Child Nutrition Assistant, to a maximum of 5 years longevity.

Accrual of years for longevity shall not impact employee seniority.

Annual Longevity stipend shall be paid in one lump sum on the last pay day of each year.

SUBD. 2 CALENDAR DUTY DAYS AND SITE CHANGES

The calendar duty days and sites are subject to change. As such, the annual salary shall be calculated by the number of Board approved calendar duty days multiplied by the daily rate of pay.

The parties also understand that the physical building site operations and/or school levels within a site are subject to change and therefore, the parties may need to meet to discuss applicability and appropriateness of the site to the salary schedule.

SECTION 2 SHORT TERM REASSIGNMENT:

In the event the District temporarily reassigns a Child Nutrition Site Supervisor to another building, that Supervisor shall be compensated at the lane level for that building if higher than the Child Nutrition Site Supervisor's regular assignment. No additional benefits will apply including holiday, vacation, or sick leave accruals. This section does not apply to Assistant Site Supervisors.

SECTION 3 PAY CHECKS AND PAY DEDUCTION:

Paychecks will be issued electronically by direct deposit on pay dates as determined by the District Payroll Department. If the normally scheduled payday occurs on a bank holiday, reasonable effort will be made to issue paychecks on the last working day before the bank holiday. Overpayment or compensation which exceeds the normal compensation of the employee for whatever reason shall be recoverable by the School District as set forth in the District guidelines for addressing wage and benefit deductions.

SECTION 4 APPROPRIATE CERTIFICATIONS:

~~Child Nutrition Site Supervisors hired January 1, 2002, or after must obtain the SNA (School Nutrition Association) Certification level 2 within two years of the date of hire. Effective July 1, 2018, Child Nutrition Site Supervisors must obtain SNA Certification level 3 within two years of the date of hire. Unless the Director of Child Nutrition grants a temporary waiver or grace period to obtain the certification, lack or lapse of proper certification will mean loss of position. In addition, Child Nutrition Site Supervisors must take a qualifying sanitation course and pass the Minnesota Food Managers License prior to the first day of employment expiration of the probationary period. Upon a supervisor providing evidence that he/she has passed the Minnesota Food Managers test, the District shall pay the Food Managers License fee. Lapse of certification will mean loss of position.~~

SECTION 5 MILEAGE:

Child Nutrition Site Supervisors shall be reimbursed at the established Board rate for the use of their personal motorized vehicle to conduct authorized and approved travel on behalf of the District.

SECTION 6 CLOTHING ALLOWANCE:

The District shall allocate up to ~~\$200.00~~~~\$110.00~~ per Child Nutrition Site Supervisor per year for District uniforms/shoes from District approved vendors.

SECTION 7 EMERGENCY CLOSING:

All schools closed for the entire day due to inclement weather or other emergencies:

- a) **Those employees who are needed shall report to work. The work performed by employees required to work during the emergency closing shall receive compensatory time off at a later date as approved by their assigned Child Nutrition administrator.**
- b) **Those employees who are not required to report to work shall not be reduced in compensation.**

ARTICLE IX - GROUP INSURANCE

SECTION 1 CARRIER SELECTION:

The selection of the insurance carrier or carriers to provide the group insurance program shall remain with the district.

SECTION 2 HOSPITAL-MEDICAL-MAJOR MEDICAL:

INSURANCE: Hospitalization-Medical-Major Medical Insurance

The School District provides hospitalization insurance for all full-time employees.

1. **Single Contribution:** The School Board shall contribute up to ~~\$810 (eight hundred ten dollars)~~ **\$945 (nine hundred forty-five dollars)** per month of the premium for single coverage for full-time employees who qualify for and are enrolled in the School District group health and hospitalization plan; effective September 1, ~~2025~~**2027**. The School Board shall contribute up to ~~\$850.00 (eight hundred fifty dollars)~~ **\$1,040 (one thousand forty dollars)** of the premium for single coverage for eligible, enrolled employees.
2. **Family Contribution:** The School Board shall contribute up to ~~\$1,515 (one thousand five hundred)~~ **\$1,845 (one thousand forty-five dollars)** per month for full-time eligible and enrolled employees; effective September 1, ~~2025~~**2027**. The School Board shall contribute up to ~~\$1,590.00 (one thousand five hundred ninety dollars)~~ **\$2,030 (two thousand thirty dollars)** per month for full-time eligible and enrolled employees.

3. Dual Spouse Contribution: If both married spouses work full time for the District and both are benefit eligible, the School Board shall contribute up to ~~\$2,325.00 (two thousand three hundred twenty five dollars)~~ \$2,790 (two thousand seven hundred ninety dollars) per month toward the premium for family coverage. Effective September 1, ~~2025~~2027. If both married spouses work full time for the District and both are benefit eligible, the School Board shall contribute up to ~~\$2,440 (two thousand four hundred forty dollars)~~ \$3,070 (three thousand seventy dollars) per month toward the premium.
4. Any additional cost of the premiums shall be paid by the employee via payroll deductions.

SECTION 3 LONG TERM DISABILITY INSURANCE:

The District will pay the full cost for Long Term Disability insurance for all eligible employees.

SECTION 4 TERM LIFE INSURANCE:

Effective September 1, 2001, a \$50,000-term life insurance policy will be paid by the District for all eligible employees.

SECTION 5 DENTAL INSURANCE:

The District shall contribute no more than ~~\$80.00~~\$85.00/month of the premium for all full time eligible and enrolled employees in accordance with the School District Dental plan. Effective September 1, 2027, the District shall contribute no more than \$90.00/month of the premium for all full time eligible and enrolled employees in accordance with the School District Dental plan.

SECTION 6 FLEXIBLE SPENDING ACCOUNT:

The District shall set up a flexible benefit account in accordance with the Anoka-Hennepin Flexible Benefit Plan for each eligible and enrolled employee in the bargaining unit subject to IRS rules and regulations. Each employee who participates may choose to participate in the uninsured unreimbursed medical and/or dependent care spending accounts.

SECTION 7 GENERAL LIABILITY:

1. The District shall carry general liability insurance as required by Minnesota Statute.
2. The District shall carry "errors and omissions" insurance coverage for Child Nutrition Site Supervisors.

SECTION 8 VOLUNTARY PARTICIPATION:

Participation by eligible Child Nutrition Site Supervisors in the insurance programs is voluntary. Child Nutrition Site Supervisors who choose not to participate shall receive no additional compensation in lieu of not participating.

SECTION 9 DURATION OF COVERAGE:

Child Nutrition Site Supervisors who complete his/her duty year shall be eligible for District contribution through the beginning of the next employment year. For less than a full duty year, District contributions shall cease as of the date of separation from employment.

SECTION 10 WORKERS' COMPENSATION:

1. If any employee is absent from work as a result of a compensable injury under provisions of the Workers' Compensation Act, the School District will pay the difference between the compensation received pursuant to the Workers' Compensation Act by the employee and the regular rate of pay to the extent of the employee's earned accrual of sick leave.
2. Any employee who terminates his/her employment during a period of absence eligible for Workers' Compensation and has been overpaid shall return the overpayment to the School District.

ARTICLE X - LEAVES OF ABSENCE

SECTION 1 SICK LEAVE:

Child Nutrition Site Supervisors with a basic duty year less than 260 days shall be granted twelve (12) days of sick leave per year (pro-rated for less than one year employment) on a per pay day basis. Child Nutrition Site Supervisors with a basic duty year of 260 shall be granted fifteen (15) days of sick leave per year (pro-rated for less than one year employment) on a per pay day basis. Child Nutrition Site Supervisors terminating employment during the year shall be required to reimburse the District for sick leave days taken but not earned.

1. Use of Sick Leave. Earned sick leave may be used because of personal injury or illness, serious injury or illness in the Child Nutrition Site Supervisor's immediate family, or death in the Child Nutrition Site Supervisor's immediate family.
2. Definition of Immediate Family. The immediate family is designated as the Child Nutrition Site Supervisor's spouse, child, parent, brother, sister, grandparents, grandchildren, or in-laws of a similar degree or relationship.
3. Accumulation. Unused sick leave shall accumulate to an unlimited amount.
4. A Child Nutrition Site Supervisor's absence due to injury as a result of assault by a student or nonstudent while performing school business shall not be charged against the Child Nutrition Site Supervisor's sick leave days.

SECTION 2 EMERGENCY/PERSONAL LEAVE:

For Child Nutrition Site Supervisors in assignments of less than 260 days, a maximum of three days of earned sick leave may be used during each duty year at the Child Nutrition Site Supervisor's discretion with no reason given. After ten years of seniority, one additional personal leave day per year (non-cumulative, deducted from sick leave) may be taken with no reason given.

For Child Nutrition Site Supervisors with 260-day assignments, a maximum of 3 days of earned sick leave may be used during each duty year for situations involving personal/emergency business that cannot be scheduled outside the duty time of the Employee. Requests for personal leave shall be submitted to the Employee's supervisor at least five days in advance except in emergency situations.

SECTION 3 JURY DUTY:

Child Nutrition Site Supervisors shall be compensated by the District for the difference between the Child Nutrition Site Supervisor's regular salary and fees received while on jury duty. However, mileage fees paid to the Child Nutrition Site Supervisor in lieu of said duty shall be kept by the Child Nutrition Site Supervisors.

SECTION 4 COURT HEARINGS:

A Child Nutrition Site Supervisor subpoenaed by a court as a defendant or witness as a result of performing management or supervisory duty shall be compensated for the difference between the Child Nutrition Site Supervisor's regular daily salary and witness fees for each duty day of absence. However, this shall not include cases involving Child Nutrition Site Supervisors vs. Anoka-Hennepin Independent School District No. 11.

SECTION 5 MILITARY LEAVE OF ABSENCE:

A military leave of absence shall be granted to Child Nutrition Site Supervisors in accordance with applicable state and federal laws.

SECTION 6 ABSENCE WITHOUT PAY:

Absence without pay of up to five days may be granted at the discretion of the Child Nutrition Programs Director.

SECTION 7 CONDITIONS DURING LEAVE OF ABSENCE:

Child Nutrition Site Supervisors granted an unpaid leave of absence shall be subject to the following conditions:

1. All benefits earned by the Child Nutrition Site Supervisor shall be frozen as of the date of the beginning of a leave of absence. Upon return to duty at the

expiration of the leave of absence, a Child Nutrition Site Supervisor's frozen benefits shall be reinstated.

2. Child Nutrition Site Supervisors may continue to participate in the group health, dental and life insurance programs established by assuming the full cost of the monthly payment. If employee drops coverage, the employee may not re-enroll until the employee returns to active employment.
3. Child Nutrition Site Supervisors returning from a leave of absence within the school year or from a leave of absence that extends into another school year but is twelve weeks or less shall be offered the same position held at the time the leave was granted if the position still exists; for leaves that extend into another school year that exceed a length of twelve weeks but are less than twelve months, the supervisor shall be offered a comparable position; supervisors shall have no rights to return for leaves in excess of 12 months.
4. Child Nutrition Site Supervisors who fail to return to duty at the expiration of a leave of absence shall waive right to employment.

SECTION 8 MATERNITY LEAVE OF ABSENCE:

Maternity leave of absence will be granted in accordance with the following regulations:

1. Within ninety (90) days of learning of pregnancy, the employee shall provide a doctor's statement to her supervisor confirming pregnancy and anticipated delivery date.
2. A "Request for Maternity Leave of Absence" shall be submitted to her supervisor addressed to the Employee Services Department at least ninety (90) days before the anticipated delivery date.
3. The Superintendent of Schools or designee shall consider the employee's ability to perform the job assignment, and the wishes of the employee, in determining the starting date for the leave of absence. Notice of the leave will be forwarded to the employee and her supervisor.
4. A maternity leave is defined as the period of time of disability and shall not normally exceed thirty (30) working days. A child care leave is defined as the period of time an employee intends for the convenience and comfort of the employee, as well as the care of the child. Maternity/child care leave shall normally be no longer than a maximum of twelve (12) weeks per year.
5. Employees on leave shall have the district contribution of health insurance continued by the District in accordance with District FMLA policies and guidelines.

District seniority shall accumulate during the leave of absence.

An employee may choose to use earned sick leave for the regular duty days she is disabled up to and including thirty (30) days, upon submitting written

request to the Labor Relations and Benefits Department. This disability shall begin no later than the first day of birth.

6. Circumstances of unusual nature may receive special consideration.
7. Employees returning from maternity leave shall return to the same position; in the event the position no longer exists, the provision of Article XI, Section 3 shall apply.

SECTION 9 FMLA:

An employee will be eligible for family medical leave in accordance with state and federal statutes.

SECTION 10 ADOPTION/PATERNITY LEAVE:

A father, following the birth of his child, or a mother and/or father following the adoption of a child may use up to seven (7) days sick leave. The leave must commence within the first twelve months of the birth or adoption.

ARTICLE XI - SENIORITY/LAYOFF

SECTION 1 SENIORITY LISTS:

Seniority lists for full-time Child Nutrition Site Supervisors will be established and sent to the Association.

SECTION 2 PROCEDURES:

Seniority shall be established by the following procedures:

1. Seniority in the District shall be computed on the basis of continuous employment as a Child Nutrition Site Supervisor from the first day of actual work as Supervisor. Tiebreaker seniority shall be based on the first day of continuous employment with the District Child Nutrition Program.
2. Child Nutrition Site Supervisors shall continue to accrue seniority while on military, FMLA, or medical leaves. Child Nutrition Site Supervisors shall retain seniority while on all other leaves.

SECTION 3 PROCEDURES FOR DISPLACEMENT/LAYOFF:

For purposes of this Article, school levels shall be defined as Level 3 (Lane 6) of Article VIII, Section 1) as the highest level; Level 2 (Lane 4 and 5 of Article VIII, Section 1); and Level 1 (Lane 2 and 3a of Article VIII, Section 1) as the lowest level.

The School District determines the number of Child Nutrition Site Supervisor positions and the school level of the positions.

Within each school level as set forth above, in the event of reduction in Child Nutrition Site Supervisor positions, Child Nutrition Site Supervisors will be displaced/laid off in reverse seniority order subject to the following rules:

Sub. 1 Child Nutrition Site Supervisors

1. A Child Nutrition Site Supervisor working 260 duty days (Lane 3b) may only be displaced by another CNSS working 260 duty days (Lane 3b) with greater seniority and with a school level equal to or greater than their own.
2. The District shall assign the least senior displaced employee to a vacancy at the employee's current school level. In the event more than one vacancy exists, the District shall seek the displaced employees' vacancy preferences before the District makes a final placement decision.
3. If no vacancy exists at the current level, the Child Nutrition Site Supervisor whose position has been eliminated may choose whether to accept layoff, displace the least senior Child Nutrition Site Supervisor within the same school level, or accept assignment to a vacancy at a lower level if a vacancy exists.
4. When the least senior CNSS is bumped out of her/his level, she/he will have the choice of layoff, or bumping to the next lower level to accept assignment to a vacancy, or to the extent her/his seniority is greater, to bump the least senior CNSS in the next lower level.
5. If no position exists for the least senior displaced employee, the employee shall be laid off.
6. In the event that a new position is created at a higher level than current employees on layoff previously held, that position will be posted for internal transfer.
7. Recall rights will be in reverse order of layoff; a Child Nutrition Site Supervisor may not be recalled into a higher level or greater duty day position unless the District determines, at its sole discretion, that he/she is qualified for the position.
8. The recalled Child Nutrition Site Supervisor must be qualified for that position. An individual's recall rights expire after 24 months from the first effective date of layoff or if the individual declines an offer of recall.
9. Short-term vacancy:
 - a. When an employee on leave creating a short-term vacancy still has rights to a position, a laid off employee will not be recalled to a short-term vacancy. A laid off employee may temporarily fill a short-term vacancy, subject to school district approval and selection.
 - b. If selected: A laid off employee's recall duration will not be altered or lengthened. A laid off employee will not be eligible for school district contribution to benefits or leave benefits (i.e. sick leave). However, a laid

off employee may apply available sick leave earned prior to layoff to absences defined by Article X, Section 1, during the short-term assignment. A laid off employee will receive their rate of pay immediately prior to layoff if the position is in the level they worked immediately prior to layoff; or a laid off employee will receive the same rate a newly hired individual would receive for that level. A laid off employee receiving the 15-year longevity stipend will continue to receive this stipend during the short-term assignment.

Sub. 2 Assistant Child Nutrition Site Supervisors

1. The Assistant Child Nutrition Site Supervisors will follow the same procedures for displacement/layoff as outlined in Article XI Section 3 Sub. 1.
2. An Assistant Child Nutrition Site Supervisor can be displaced by a more senior Child Nutrition Site Supervisor. An Assistant Child Nutrition Site Supervisor cannot displace a Child Nutrition Site Supervisor.

ARTICLE XII - RETIREMENT/SEVERANCE

~~All Child Nutrition Site Supervisors hired into the District on or after January 1, 2001 are not eligible for Section 1.~~

~~SECTION 1-~~

~~Severance: Child Nutrition Site Supervisors who notify the district of intended retirement by March 1st of the relevant school year will qualify for a payment of up to 80 unused sick days times the Child Nutrition Site Supervisor's daily rate of pay and less any District contribution to a matching 403(b) plan as set forth in Section 2—403(b) of this Article.~~

~~Child Nutrition Site Supervisors must have ten (10) years active service in the District, be immediately eligible and receiving a Minnesota State retirement pension, and the total District contribution for an eligible Child Nutrition Site Supervisor under Section 2. 403(b) of this Article has not exceeded \$60,000.~~

- ~~1. The severance payment shall be made as a lump sum payment upon retirement to the District Special Pay Plan in accordance with federal rules and regulations. Deductions, such as state and federal income tax, social security, or PERA shall be made only as required by law.~~
- ~~2. If a retired Child Nutrition Site Supervisor dies before the severance payment has been made, the balance due shall be paid to a named beneficiary or, lacking a beneficiary, to the estate of the deceased.~~
- ~~3. This section shall not apply to any Child Nutrition Site Supervisor who is discharged for cause by the School District.~~
- ~~4. For purposes of this section, active service includes military and FMLA leaves of absences and excludes all other unpaid leaves of absence.~~

~~SECTION 2—403(b)~~

- ~~1. All Child Nutrition Site Supervisors who are eligible for insurance as set forth in Article IX are eligible for this benefit.~~
- ~~2. The District shall establish a matching contribution of up to \$3,000 (three thousand dollars) in a 403(b) matching program for all full-time Child Nutrition Site Supervisors on a per paycheck basis over 20 pay periods (26 pay periods for 260-day employees). Employees who begin contributions after the start of the year will receive a prorated amount of the full annual district match.~~

SECTION 3

~~Health and Dental Insurance: Child Nutrition Site Supervisors eligible and receiving retirement as established in this Article may elect to continue to participate in the District's Health and Dental insurance program. The value of sick leave not paid as severance in this Article for insurance benefit eligible and enrolled Child Nutrition Site Supervisors under Section 1, shall be all allocated to the Health Care Savings Plan for the individual Child Nutrition Site Supervisors. For insurance benefit eligible and enrolled Child Nutrition Site Supervisors hired on or after January 1, 2001, and eligible to retire under this Article, but not eligible for severance payment as set forth in Section 1, the value of unused sick leave days less the value of 80 days shall be allocated to the Health Care Savings Plan for the individual Child Nutrition Site Supervisors.~~

SECTION 4

~~Severance and Retirement Health Benefits shall be available only once in a Child Nutrition Site Supervisor's employment with the District.~~

SECTION 5

~~Mandatory Retirement: Retirement shall be mandatory only to the extent required by law.~~

SECTION 1 403(B):

-

1. All employees eligible for insurance as set forth in Article IX, are eligible for this benefit.
2. The District shall make a matching contribution for all employees into a 403(b) plan up to \$3,000 annually on a per paycheck basis over 20 pay periods. Employees who begin contributions after the start of the year will receive a prorated amount of the full District match.
3. To the extent State and Federal Statutes allow, the school district will allow student loan payments as qualifying dollars to receive the employer 403(b) matching contributions.

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SECTION 2 RETIREMENT BENEFITS ELIGIBILITY:

To be eligible for the retirement benefits in sections 3 and 4 of this Article, employees must notify the District of intended retirement by March 1st of the relevant school year, have at least ten years seniority and be eligible for a Minnesota State retirement pension.

-

1. District Retirement benefits are payable upon becoming an annuitant to a State retirement pension upon retirement from the District.

2. Retirement Benefits shall not apply to any employee who is discharged for cause by the School District.

SECTION 3 RETIREMENT HEALTHCARE REIMBURSEMENT BENEFIT:

For insurance benefit eligible employees who retire under this Article, half of the value of the first 160 days of unused sick leave, and 100% of the value of unused sick leave greater than 160 days shall be allocated to a Health Care Reimbursement Account established by the District for the individual employee.

SECTION 4 SEVERANCE:

In addition to the retirement healthcare reimbursement benefit listed in section 3, eligible employees with a seniority date prior to July 1, 2001 qualify for a payment of up to half of the first 160 unused sick days times the employees daily rate of pay (and less any District contribution to a matching 403(b) plan as set forth in Section 1. 403(b) of this Article).

The severance payment shall be made as a lump sum payment upon retirement to a Special Pay Plan established by the District in accordance with Plan documents, Federal rules and regulations. Deductions, such as state and federal income tax, Social Security, or PERA shall be made only as required by law.

If an employee dies before the severance payment has been made, the balance due shall be paid to a named beneficiary or, lacking a beneficiary, to the estate of the deceased.

SECTION 5 HEALTH AND DENTAL INSURANCE CONTINUATION:

Employees eligible for retirement as established in this Article and enrolled in insurance may elect to continue to participate in the District's Health and Dental insurance program.

SECTION 6 Retirement benefits shall be available only once in an employee's employment with the District.

SECTION 7 DATE OF RETIREMENT:

Retirement shall be mandatory only to the extent required by law. Generally, an employee's retirement shall be effective at the end of the school year; however, retirement during the school year may be approved at the District's discretion.

ARTILE XIII - GRIEVANCE PROCEDURE

SECTION 1 DEFINITION:

A grievance shall mean an allegation by a Child Nutrition Site Supervisor resulting in a dispute or disagreement between the Child Nutrition Site Supervisor

and the District as to the interpretation or application of terms and conditions contained in this agreement.

SECTION 2 REPRESENTATIVE:

The Child Nutrition Site Supervisor, administrator, or School Board may be represented during any step of the procedure by any person or agent designated by such party to act in his/her behalf.

SECTION 3 PROCEDURE:

Grievances as defined in Section 1 shall be settled in the following manner and the steps set forth must be followed in the order listed within the time limit prescribed:

Step 1 - The grievance shall be orally presented to the Child Nutrition Department within five days after the employee knew or should have known of violation. No settlement in this Step 1 shall be made in violation of the written contract.

If a settlement is not reached within two days after oral presentation to the Child Nutrition Director, the grievance shall be reduced in writing on a form specified by the Labor Relations and Benefits Department with a clear statement of the issues involved. This shall be presented to the Director who shall promptly transmit the written grievance to the ~~Executive Director of Human Resources~~**Chief Human Resources Officer** for handling in accordance with Step 2.

Step 2 - The ~~Executive Director of Human Resources~~**Chief Human Resources Officer** shall establish a Step 2 hearing with the aggrieved and the Child Nutrition Program Director. The Step 2 meeting will be held within five days after the employee has filed the written grievance. The time and place for meetings under Step 2 shall be at the discretion of the ~~Executive Director of Human Resources~~**Chief Human Resources Officer**. The ~~Executive Director of Human Resources~~**Chief Human Resources Officer** shall prepare a report of the meeting together with a written disposition of the matter and forward copies to the employee and to the Association within five days after the Step 2 hearing. If settlement is not reached in Step 2 within three days of the date of disposition, the grievance is referred to Step 3.

Step 3 - Grievances referred to Step 3 shall be discussed between the Association and the General Counsel. This discussion shall take place within five days after the grievance has been referred to Step 3. If agreement is reached as a result of this meeting, the General Counsel shall issue a disposition of the matter which shall be final and binding. If agreement is not reached, the grievant shall, within three days after the Step 3 meeting, notify in writing the General Counsel that arbitration is required.

Step 4 - Arbitration. In cases referred to Step 4, the parties shall attempt to agree on an arbitrator. If agreement is not reached within three days, the party shall

petition the Public Employment Labor Relations Board for assistance under the rules of the PELRA-71 as amended. The arbitrator shall set the time and place for the Step 4 hearing, the method of procedure, and issue all necessary rulings. The arbitrator shall have no power to add to, subtract from, or modify any of the terms of the agreement or of any agreement made supplementary hereto, and shall only be allowed to rule on those cases that apply to the definition of a grievance as defined in this article. The decision of the arbitrator, if within the scope of his power, shall be binding on both parties with the limitations of PELRA-71 as amended. The expense and fees of the arbitrator shall be borne jointly by the Board and the Association.

SECTION 4

RULES:

Any loss of time by the employee and his representatives to attend Step 4 in the grievance procedure shall not be compensated.

The number of days indicated at each step of the grievance procedure should be considered as maximum and every effort should be made to expedite the grievance process. Any time limit may be extended by mutual written consent. The failure of an aggrieved person to proceed from one step of the grievance procedure to the next step within the time limits set forth shall be deemed to be acceptance of the decision previously rendered and shall constitute a waiver of any future appeal concerning the particular grievance.

The failure of an administrator to communicate his/her decision or hold a meeting within the specific time limits shall permit the aggrieved to proceed to the next step in the grievance procedure.

An employee shall be allowed to have a legal representative at any step in the grievance procedure.

No reprisals shall be brought against any employee because of his/her filing a grievance.

Grievance cases shall be as confidential as possible. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

ARTICLE XIV - DURATION

SECTION 1

TERMS AND REOPENING NEGOTIATIONS:

This agreement shall remain in full force and effect for a period commencing on July 1, ~~2024-2026~~ through June 30, ~~2026-2028~~ and thereafter until modifications are made pursuant to the PELRA-71 as amended. If either party desires to modify or amend this agreement commencing on July 1, ~~2026-2028~~, it shall give written notice of such intent no later than April 1, ~~2026-2028~~. Unless otherwise mutually agreed, the parties shall not commence negotiations more than 90 days prior to the expiration of this agreement.

SECTION 2 EFFECT:

This agreement constitutes the full and complete agreement between the School Board and the Anoka-Hennepin Child Nutrition Site Supervisors' Association. Provisions herein relating to terms and conditions of employment supersede and take precedence over any and all prior agreements, resolutions, practices, School District policies, rules, or regulations concerning terms and conditions of employment inconsistent with the provisions.

SECTION 3 FINALITY:

It is further agreed that any matters relating to the current contract term, whether or not referred to in this agreement, shall not be open for negotiations during the term of this agreement.

SECTION 4 SEVERABILITY:

The provisions of this agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this agreement or the application of any provisions thereof under different circumstances.

DOCUMENT AUTHORIZATION

Document Authorization: In witness whereof, the parties hereto caused this contract to be signed by their respective presidents, attested by their chief negotiators and their signature to be placed herein, all on the day and year first above written.

ASSOCIATION GROUP

BOARD OF EDUCATION

 Chairperson

Human Resources Officer

~~Executive Director of Human Resources~~Chief

Dated: _____

For an explanation or interpretation of the contract, call your Association or the Labor Relations and Benefits Department.

BUILDING SUPERVISORS' CONTRACT

Establishing Terms and Conditions of Employment

by and between

Anoka-Hennepin Independent School District No. 11
Anoka, Minnesota

And

Minnesota Association of Supervisory Engineers

July 1, ~~2026~~2024 through June 30, ~~2028~~2026

ARTICLE I - PURPOSE

The purpose of this contract is to encourage and increase orderly, constructive, and harmonious relationships between the Employer and the Association; to establish procedures for the resolution of differences over terms and conditions of employment; to preserve the paramount right of the citizens of this community to the operation of their schools without disruption; and to establish an environment in which the children of this community may receive education of the highest quality. Accordingly, the parties have set forth herein all terms and conditions of employment which have been agreed upon by the Employer and the Association pursuant to and in compliance with the Public Employment Labor Relations Act of 1971 as amended.

ARTICLE II - DEFINITIONS

- A. PELRA of 1971 shall mean the Public Employment Labor Relations Act of 1971 as amended.
- B. SUPERINTENDENT shall mean the Superintendent of Schools of Independent School District No. 11 or a designated representative.
- C. SCHOOL BOARD shall mean the School Board of Independent School District No. 11 or its designated representative.
- D. BUILDING SUPERVISOR shall mean supervisory personnel covered by this contract.
- E. ASSOCIATION shall mean the Minnesota Association of Supervisory Engineers or it's designated representative.
- F. OTHER TERMS not defined in this contract shall have those meanings as defined by PELRA of 1971 as amended.

ARTICLE III - LAWS, RULES, AND REGULATIONS

The parties agree to abide by the state and federal laws, and reasonable rules and regulations established by the Board. Such Board rules and regulations will not be in conflict with this contract.

The exclusive representative recognizes that the School Board, all employees covered by this agreement, and all provisions of this contract are subject to the laws of the State of Minnesota, federal laws, and valid rules, regulations, and orders of state and federal government agencies. Any provision of this contract found to be in violation of any such laws, rules, regulations, directives, or orders shall be null and void and without force and effect.

The exclusive representative recognizes the right, obligation, and duty of the School Board and its duly designated officials to promulgate rules, regulations, directives, and orders from time to time if deemed necessary by the School Board insofar as such rules, regulations, directives, and orders are not inconsistent with the terms of this contract.

ARTICLE IV - RECOGNITION

In accordance with the PELRA-71, as amended, the School Board, hereinafter referred to as the Board, recognizes the Minnesota Association of Supervisory Engineers, hereinafter referred to as the Association, as the exclusive representative of custodial building supervisors employed by the School Board of Anoka-Hennepin Independent School District No. 11. The terms Board and Association shall include authorized officers, representatives, and agents. Despite references herein to Board and Association as such, each reserves the right to act hereunder by designated representatives.

ARTICLE V – BUILDING SUPERVISOR’S RIGHTS

SECTION 1 RULE, LAW, AND REGULATION:

The Building Supervisors have all rights afforded them by state and federal rules, laws, and regulations established by state boards and School Board policies.

SECTION 2 RIGHT TO JOIN:

Building Supervisors shall have the right to form and join labor or employee organizations, and shall have the right not to form and join such organizations. Building Supervisors in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for such building supervisors.

SECTION 3 DEDUCTION OF DUES:

Building Supervisors who are full members shall have the right to request and shall be allowed dues check off for the Exclusive Representative Organization. The Employer, upon notification by the Exclusive Representative of such Building Supervisors, shall be obligated to check off said fee from the earnings of the Building Supervisor and transmit the same to the Exclusive Representative each regular pay period. Any dispute as to the validity of a specific deduction shall be solely between the Association and the individual employee. The Association warrants that it will indemnify and hold harmless the Employer and any of its agents from any and all actions which any organization or employee may have, or claim to have, now or in the future, arising out of or by reason of the deduction or lack thereof.

SECTION 4 PERSONNEL FILES:

The District personnel file relating to each individual building supervisor shall be available during regular office business hours to each individual building supervisor upon written request. The building supervisor shall have the right to reproduce any of the contents of the file at the building supervisor’s expense and to submit for inclusion in the file written information in response to any material contained therein.

- SECTION 5 The Association shall have the right to use District buildings before or after hours for meetings, provided that this shall not interfere with or interrupt school operations.
- SECTION 6 The Association shall be entitled to use the district mail distribution service for distribution of Association material free of charge. This privilege shall not be used for any political activity.
- SECTION 7 Following a probationary period of one (1) year, Building Supervisors shall not be disciplined or reduced in compensation without just cause.

ARTICLE VI - SCHOOL DISTRICT RIGHTS

SECTION 1 INHERENT MANAGERIAL RIGHTS:

The Association recognizes that the Board is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, and selection, direction, and number of personnel.

SECTION 2 RESERVATION OF MANAGERIAL RIGHTS:

The foregoing enumeration of Board rights and duties shall not be deemed to exclude other inherent management rights, and management functions not expressly delegated in this contract are reserved to the School Board.

ARTICLE VII - HOURS AND DUTY DAY

SECTION 1 BASIC DUTY YEAR:

The work year shall be 12 months including earned holidays and vacations.

The Building Supervisors, because of their managerial and supervisory responsibilities, agree to commit whatever time is necessary to accomplish such managerial and supervisory duties and responsibilities. There shall be no overtime.

SECTION 2 Building Supervisors shall be responsible for building checks pursuant to a designated process approved by the Building and Grounds Department.

SECTION 3 HOLIDAYS:

There shall be twelve (12) paid holidays: Independence Day, Labor Day, two days at Thanksgiving, two days in winter, New Year's Day, Martin Luther King Jr. Day, two days in spring, Memorial Day, and President's Day.

If Juneteenth is observed as a school district holiday for employees, it shall become a paid holiday.

The Director or Assistant Director of Buildings and Grounds may grant a floating holiday for Building Supervisors who perform at least ~~four~~three building checks on designated holidays. A maximum of two floating holidays may be earned per fiscal year. Floating holidays must be used within the same fiscal year earned.

SECTION 4 VACATION

Vacation shall be accrued in the following manner:

Less than ten (10) years of consecutive employment:

15 days

Ten or more years and less than fifteen years of consecutive employment:

22 days

Fifteen or more years and less than twenty years of consecutive employment:

23 days

Twenty or more years of consecutive employment:

25 days

For purposes of this section, the District may credit new hires with up to five years of employment depending on background and experience. Vacation accrual shall be on the pay period following an employee's anniversary date.

Requests for vacation must be approved by the employee's supervisor. The maximum vacation taken during any fiscal year shall not exceed ~~thirty-five~~thirty (~~35~~30). Vacation days not used during the fiscal year will be accumulated to an unlimited amount.

Building Supervisors who retire with four weeks notice shall have up to a maximum of fifty-five (55) days of unused vacation contributed to the Health Care Savings Plan.

Building Supervisors who resign with two weeks notice shall be paid up to a maximum of thirty (30) days of unused vacation.

ARTICLE VIII - BASIC COMPENSATION

SECTION 1

<i>Lane</i>	<i>2024-25</i>	<i>2025-26</i>
Lane 1—Elementary (not included in Lane 2), Two Rivers, AMS-WA	-\$89,213	-\$91,443
Lane 2—ESC, Warehouse, Andover, Champlin-Brooklyn Park, Oxbow Creek, Ramsey, Rum River, Sunrise, Brookside, STEP Building/Leased buildings as assigned, River Trail Learning Center, Monroe/Riverview ECC	-\$91,694	-\$93,986
Lane 3—Lincoln/Sandburg, Coon Rapids MS, Roosevelt MS, Northdale MS, Oak View MS, AMS-Fred Moore, Sorteberg Early Childhood Center/Compass/BEGG	-\$93,203	-\$95,533

Lane 4 — Jackson Middle School, High Schools, Grounds Supervisor, Maintenance Supervisor	-\$95,104	-\$97,482
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<u>Lane</u>	<u>2026-27</u>	<u>2027-28</u>
<u>Lane 1 - Elementary (not included in Lane 2), Two Rivers, AMS-WA</u>	<u>\$93,729</u>	<u>\$96,072</u>
<u>Lane 2 - ESC, Warehouse, Andover, Champlin-Brooklyn Park, Oxbow Creek, Ramsey, Rum River, Sunrise, Brookside, STEP Building/Leased buildings as assigned, River Trail Learning Center, Monroe/Riverview ECC</u>		
<u>Lane 3 - Lincoln/Sandburg, Coon Rapids MS, Roosevelt MS, Northdale MS, Oak View MS, AMS-Fred Moore, Sorteberg Early Childhood Center/Compass/BECC</u>	<u>\$97,921</u>	<u>\$100,369</u>
<u>Lane 4 – Jackson Middle School, High Schools, Grounds Supervisor, Maintenance Supervisor</u>	<u>\$99,919</u>	<u>\$102,417</u>

A building supervisor's advancement is subject to the right of the School District to withhold salary increases for good and sufficient grounds. An action withholding a salary increase shall be subject to the grievance procedure.

SECTION 2 DAILY PAY RATE AND PAY DEDUCTION:

The daily rate shall be based on the annual salary divided by 260 duty days. Whenever pay deduction is made for an engineer's absence, the deduction shall be the daily rate for each day's absence.

SECTION 3 APPROPRIATE LICENSURE:

Building Supervisors must have licensure defined by state law as appropriate for their building and position. Lack or lapse of proper licensure will mean loss of position.

SECTION 4 MILEAGE:

Building Supervisors shall be reimbursed at the established Board rate for the use of their personal motorized vehicle to conduct authorized and approved travel on behalf of the District.

SECTION 5 LICENSE STIPEND:

Building Supervisors who show evidence of successfully completing test for boiler license or renewal shall be reimbursed the license fee by completing a voucher.

SECTION 6 CLOTHING ALLOWANCE:

The District shall allocate up to \$~~200.00~~~~155.00~~ per employee per year for District uniforms (~~\$190.00 for the first year for new Building Supervisors~~). The District will designate a coordinated uniform which will include options for shirts, T-shirts, sweatshirts, coveralls, trousers, and shorts in cotton and multi-blend fabrics. After two years of employment, employees may use their clothing

allowance towards the purchase of district-approved footwear. Employees will be responsible for keeping uniforms clean and neat.

ARTICLE IX - GROUP INSURANCE

SECTION 1 CARRIER SELECTION:

The selection of the insurance carrier or carriers to provide the group insurance program shall remain with the district.

SECTION 2 HOSPITAL-MEDICAL-MAJOR MEDICAL: INSURANCE:

Effective September 1, ~~2026~~2024, the School District shall contribute ~~\$20,365~~~~\$18,640~~ toward a flexible benefit account for the purchase of the four designated core employee benefits in accordance with the Anoka-Hennepin Flexible Fringe Benefit Plan. The core benefits include: Health, Dental, Life, and Long-Term Disability Insurance; effective September 1, ~~2027~~2025, the School District shall contribute ~~\$21,915~~~~\$19,540~~ toward a flexible benefit account for the purchase of the four designated core employee benefits in accordance with the Anoka-Hennepin Flexible Fringe Benefit Plan. Any additional cost of the premiums shall be paid by the employee via payroll deductions.

Building Supervisors flexible benefit package shall include \$300,000 in Life Insurance.

SECTION 3 GENERAL LIABILITY:

Subd. 1 The District shall carry a general liability insurance as required by Minnesota Statute.

Subd. 2 The District shall carry "errors and omissions" insurance coverage for Building Supervisors.

SECTION 4 PAYROLL DEDUCTION:

The difference between the actual monthly premium cost of the group insurance programs and the District's contribution shall be paid by the enrolled building supervisor through payroll deduction.

SECTION 5 VOLUNTARY PARTICIPATION:

Participation by eligible Building Supervisors in the insurance programs is voluntary. Building Supervisors who choose not to participate shall receive no additional compensation in lieu of not participating.

SECTION 6 DURATION OF COVERAGE:

Building Supervisors shall be eligible for District contribution through their last duty day of employment. District contributions shall cease as of the date of separation from employment.

SECTION 7 WORKERS' COMPENSATION:

Subd. 1 If any employee is absent from work as a result of a compensable injury under provisions of the Workers' Compensation Act, the School District will pay the difference between the compensation received pursuant to the Workers' Compensation Act by the employee and the regular rate of pay to the extent of the employee's earned accrual of sick leave.

Subd. 2 Any employee who terminates his/her employment during a period of absence eligible for Workers' Compensation and has been overpaid shall return the overpayment to the School District.

ARTICLE X - LEAVES OF ABSENCE

SECTION 1 SICK LEAVE:

Building Supervisors shall be granted fifteen days of sick leave per year, pro-rata. Building Supervisors terminating employment during the year shall be required to reimburse the District for sick leave days taken but not earned.

Subd. 1 Use of Sick Leave. Earned sick leave may be used because of personal injury or illness, serious injury or illness in the Building Supervisor's immediate family, or death in the Building Supervisor's immediate family. Earned sick leave may be used for all work days included in an FMLA approved maternity or parental leave.

Subd. 2 Definition of Immediate Family. The immediate family is designated as the Building Supervisor's spouse, child, parent, brother, sister, grandparents, grandchildren, or in-laws of a similar degree or relationship.

Subd. 3 Accumulation. Unused sick leave shall accumulate to an unlimited amount.

Subd. 4 A building supervisor's absence due to injury as a result of assault by a student or nonstudent while performing school business shall not be charged against the building supervisor's sick leave days.

SECTION 2 EMERGENCY LEAVE:

A maximum of three days of earned sick leave may be used during each duty year for situations involving emergencies or personal business which cannot be scheduled on a nonduty day. The emergency leaves shall be for business, emergencies, and transactions which require the presence of the building

supervisor during working hours and which would be impossible to schedule at any other time.

Requests for emergency leaves shall be submitted to the Buildings and Grounds Department at least five calendar days prior to the intended absence except in an emergency situation. The Buildings and Grounds Director will forward the request to the Labor Relations and Benefits Department for final consideration and/or approval.

SECTION 3 JURY DUTY:

Building Supervisors shall be compensated by the District for the difference between the building supervisor's regular salary and fees received while on jury duty. However, mileage fees paid to the building supervisor in lieu of said duty shall be kept by the building supervisors.

SECTION 4 COURT HEARINGS:

A Building Supervisor subpoenaed by a court as a defendant or witness as a result of performing management or supervisory duty shall be compensated for the difference between the Building Supervisor's regular daily salary and witness fees for each duty day of absence. However, this shall not include cases involving Building Supervisors vs. Anoka-Hennepin Independent School District No. 11.

SECTION 5 MILITARY LEAVE OF ABSENCE:

A military leave of absence shall be granted to Building Supervisors in accordance with applicable state and federal laws.

SECTION 6 ABSENCE WITHOUT PAY:

Absence without pay may be granted Building Supervisors, requesting such absence in writing, at the discretion and approval of the District.

SECTION 7 CONDITIONS DURING LEAVE OF ABSENCE:

Building Supervisors granted an unpaid leave of absence shall be subject to the following conditions:

1. All benefits earned by the engineer shall be frozen as of the date of the beginning of a leave of absence. Upon return to duty at the expiration of the leave of absence, a building supervisor's frozen benefits shall be reinstated.
2. Building Supervisors may continue to participate in the group health and dental insurance programs established by assuming the full cost of the monthly payment.
3. Building Supervisors returning from a leave of absence shall be offered a similar position to that held at the time the leave was granted.
4. Building Supervisors who fail to return to duty at the expiration of a leave of absence shall waive right to employment.

ARTICLE XI - SENIORITY/LAYOFF

SECTION 1 SENIORITY LISTS:

Seniority lists for full-time Building Supervisors will be established and sent to the Association.

SECTION 2 PROCEDURES:

Seniority shall be established by the following procedures:

1. Seniority in the District shall be computed on the basis of continuous employment as a Building Supervisor from the first day of actual work with the District. Secondary seniority shall be based on the first day of continuous employment with the District Buildings and Grounds Department.
2. Building Supervisors shall continue to accrue seniority while on military or maternity leaves. Building Supervisors shall retain seniority while on all other leaves.

SECTION 3 PROCEDURES FOR LAYOFF:

Building Supervisors will be laid off in reverse seniority order subject to the following rules:

1. In the event of layoff, the least senior Building Supervisor will be laid off or, if a position is available, may elect to go on the unassigned list.
2. The senior displaced Building Supervisor who fills the position of the laid off Building Supervisor (see #1 above) must be qualified for that position.

ARTICLE XII - RETIREMENT/SEVERANCE

~~All Building Supervisors with a School District employment date on or after July 1, 2000 are not eligible for Section 1.~~

~~SECTION 1 — Severance: Effective July 1, 2000, Building Supervisors who provide reasonable notice to the district of intended retirement of the relevant school year will qualify for a payment of up to 80 unused sick days times the Building Supervisor's daily rate of pay and less any District contribution to a matching 403(b) plan as set forth in Section 2. 403(b) of this Article.~~

~~Building Supervisors must have ten (10) years active service in the District, be immediately eligible for a Minnesota State retirement pension, and the total District contribution for an eligible Building Supervisor under Section 2. 403(b) of this Article has not exceeded \$70,000.~~

~~Subd. 1 — The severance payment shall be made as a lump sum payment upon retirement to the District's Special Pay Plan in accordance with federal rules and regulations. Deductions, such as state and~~

~~federal income tax, social security, or PERA shall be made only as required by law.~~

~~Subd. 2 — If a retired Building Supervisor dies before the severance payment has been made, the balance due shall be paid to a named beneficiary or, lacking a beneficiary, to the estate of the deceased.~~

~~Subd. 3 — This section shall not apply to any Building Supervisor who is discharged for cause by the School District.~~

~~Subd. 4 — For purposes of this section, active service includes FMLA leaves of absences and excludes all other unpaid leaves of absence.~~

~~SECTION 2 — 403(b)~~

~~Subd. 1 — All Building Supervisors who are eligible for insurance as set forth in Article IX are eligible for this benefit.~~

~~Subd. 2 — The District shall establish a matching contribution of up to \$3,900 in a 403(b) matching program for all full time Building Supervisors on a per paycheck basis over 26 pay periods. Employees who begin contributions after the start of the year will receive a prorated amount of the full annual district match.~~

~~SECTION 3 — Health and Dental Insurance:~~

~~Subd. 1. — Building Supervisors eligible for retirement as established in this Article may elect to continue to participate in the District's Health and Dental insurance program.~~

~~Subd. 2 — The value of sick leave not paid as severance in this Article for insurance benefit eligible and enrolled Building Supervisors under Section 1, shall be all allocated to the Health Care Savings Plan for the individual Building Supervisors.~~

~~Subd. 3 — For insurance benefit eligible and enrolled Building Supervisors hired on or after July 1, 2000, and eligible to retire under this Article, but not eligible for severance payment as set forth in Section 1, the value of unused sick leave days less the value of 80 days shall be allocated to the Health Care Savings Plan for the individual Building Supervisors.~~

~~SECTION 4 — Severance and Retirement Health Benefits shall be available only once in a Building Supervisor's employment with the District.~~

~~SECTION 5 — Mandatory Retirement: Retirement shall be mandatory only to the extent required by law.~~

~~SECTION 1 403(b):~~

~~Subd. 1 All employees eligible for insurance as set forth in Article IX, are eligible for this benefit.~~

Subd. 2 The District shall make a matching contribution for all employees into a 403(b) plan up to \$3,900 annually on a per paycheck basis over 26 pay periods. Employees who begin contributions after the start of the year will receive a prorated amount of the full District match.

Subd. 3 To the extent State and Federal Statutes allow, the school district will allow student loan payments as qualifying dollars to receive the employer 403(b) matching contributions.

SECTION 2 Retirement Benefits Eligibility: to be eligible for the retirement benefits in sections 3 and 4 of this Article, employees must notify the District of intended retirement at least four weeks in advance, have at least ten years seniority and be eligible for a Minnesota State retirement pension.

Subd. 1 District Retirement benefits are payable upon becoming an annuitant to a State retirement pension upon retirement from the District.

Subd. 2 Retirement Benefits shall not apply to any employee who is discharged for cause by the School District.

SECTION 3 Retirement Healthcare Reimbursement Benefit: For insurance benefit eligible employees who retire under this Article, half of the value of the first 160 days of unused sick leave, and 100% of the value of unused sick leave greater than 160 days shall be allocated to a Health Care Reimbursement Account established by the District for the individual employee.

SECTION 4 Severance: In addition to the retirement healthcare reimbursement benefit listed in section 3, eligible employees with a seniority date prior to July 1, 2000 qualify for a payment of up to half of the first 160 unused sick days times the employees daily rate of pay (and less any District contribution to a matching 403(b) plan as set forth in Section 1. 403(b) of this Article).

The severance payment shall be made as a lump sum payment upon retirement to a Special Pay Plan established by the District in accordance with Plan documents, Federal rules and regulations. Deductions, such as state and federal income tax, Social Security, or PERA shall be made only as required by law.

If an employee dies before the severance payment has been made, the balance due shall be paid to a named beneficiary or, lacking a beneficiary, to the estate of the deceased.

SECTION 5 Health and Dental Insurance Continuation: Employees eligible for retirement as established in this Article and enrolled in insurance may elect to continue to participate in the District's Health and Dental insurance program.

SECTION 6 Retirement benefits shall be available only once in an employee's employment with the District.

SECTION 7 Date of Retirement: Retirement shall be mandatory only to the extent required by law. Generally, an employee's retirement shall be effective at the end of the school year; however, retirement during the school year may be approved at the District's discretion.

ARTILE XIII - GRIEVANCE PROCEDURE

SECTION 1 DEFINITION:

A grievance shall mean an allegation by a building supervisor resulting in a dispute or disagreement between the building supervisor and the District as to the interpretation or application of terms and conditions contained in this agreement.

SECTION 2 REPRESENTATIVE:

The building supervisor, administrator, or School Board may be represented during any step of the procedure by any person or agent designated by such party to act in his/her behalf.

SECTION 3 PROCEDURE:

Grievances as defined in Section 1 shall be settled in the following manner and the steps set forth must be followed in the order listed within the time limit prescribed:

Step 1 - The grievance shall be orally presented to the Building and Grounds Department or the principal of the building within five days after the employee knew or should have known of violation. No settlement in this Step 1 shall be made in violation of the written contract.

If a settlement is not reached within two days after oral presentation to the Building and Grounds Department or the principal, the grievance shall be reduced in writing on a form specified by the Labor Relations and Benefits Department with a clear statement of the issues involved. This shall be presented to the **Chief Human Resources Officer** ~~Executive Director of Human Resources~~ for handling in accordance with Step 2.

Step 2 - The **Chief Human Resources Officer** ~~Executive Director of Human Resources~~ shall establish a Step 2 hearing with the aggrieved and the Buildings and Grounds Assistant Director. The Step 2 meeting will be held within five days after the employee has filed the written grievance. The time and place for meetings under Step 2 shall be at the discretion of the **Chief Human Resources Officer** ~~Executive Director of Human Resources~~. The **Chief Human Resources Officer** ~~Executive Director of Human Resources~~ shall prepare a report of the meeting together with a written disposition of the matter and forward copies to the employee and to the Association within five days after the Step 2 hearing. If settlement is not reached in Step 2 within three days of the date of disposition, the grievance is referred to Step 3.

Step 3 - Grievances referred to Step 3 shall be discussed between the Association and the District General Counsel. This discussion shall take place within five days after the grievance has been referred to Step 3. If agreement is reached as a result of this meeting, the District General Counsel shall issue a disposition of the matter which shall be final and binding. If agreement is not reached, the grievant shall, within three days after the Step 3 meeting, notify in writing the District General Counsel that arbitration is required.

Step 4 - Arbitration. In cases referred to Step 4, the parties shall attempt to agree on an arbitrator. If agreement is not reached within three days, the party shall petition the Public Employment Labor Relations Board for assistance under the rules of the PELRA-71 as amended. The arbitrator shall set the time and place for the Step 4 hearing, the method of procedure, and issue all necessary rulings. The arbitrator shall have no power to add to, subtract from, or modify any of the terms of the agreement or of any agreement made supplementary hereto, and shall only be allowed to rule on those cases that apply to the definition of a grievance as defined in this article. The decision of the arbitrator, if within the scope of his power, shall be binding on both parties with the limitations of PELRA-71 as amended. The expense and fees of the arbitrator shall be borne jointly by the Board and the Association.

SECTION 4 RULES:

Any loss of time by the employee and his representatives to attend Step 4 in the grievance procedure shall not be compensated.

The number of days indicated at each step of the grievance procedure should be considered as maximum and every effort should be made to expedite the grievance process. Any time limit may be extended by mutual written consent. The failure of an aggrieved person to proceed from one step of the grievance procedure to the next step within the time limits set forth shall be deemed to be acceptance of the decision previously rendered and shall constitute a waiver of any future appeal concerning the particular grievance.

The failure of an administrator to communicate his/her decision or hold a meeting within the specific time limits shall permit the aggrieved to proceed to the next step in the grievance procedure.

An employee shall be allowed to have a legal representative at any step in the grievance procedure.

No reprisals shall be brought against any employee because of his/her filing a grievance.

Grievance cases shall be as confidential as possible. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

ARTICLE XIV - DURATION

SECTION 1 TERMS AND REOPENING NEGOTIATIONS:

This agreement shall remain in full force and effect for a period commencing on July 1, ~~2026~~~~2024~~ through June 30, ~~2028~~~~2026~~ and thereafter until modifications are made pursuant to the PELRA-71 as amended. If either party desires to modify or amend this agreement commencing on July 1, ~~2028~~~~2026~~, it shall give written notice of such intent no later than April 1, ~~2028~~~~2026~~. Unless otherwise mutually agreed, the parties shall not commence negotiations more than 90 days prior to the expiration of this agreement.

SECTION 2 EFFECT:

This agreement constitutes the full and complete agreement between the School Board and the Minnesota Association of Supervisory Engineers. Provisions herein relating to terms and conditions of employment supersede and take precedence over any and all prior agreements, resolutions, practices, School District policies, rules, or regulations concerning terms and conditions of employment inconsistent with the provisions.

SECTION 3 FINALITY:

It is further agreed that any matters relating to the current contract term, whether or not referred to in this agreement, shall not be open for negotiations during the term of this agreement.

SECTION 4 SEVERABILITY:

The provisions of this agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this agreement or the application of any provisions thereof under different circumstances.

The remainder of this page intentionally left blank.

IN WITNESS WHEREOF, the parties have executed the Agreement as follows:

Minnesota Association of Supervisory
Engineers

Anoka-Hennepin School District No. 11

Date
~~Director HR~~

Chief Human Resources Officer~~Executive~~

Date