

Chisholm School District School Board Meeting Agenda

Tuesday, May 26, 2020 at 5:00 PM
Regular Meeting
Teleconference

I. Determination of Quorum and Call to Order

II. Public Comment:

Welcome to this meeting of the Board of Education Independent School District #695, Chisholm School District. We are extremely pleased that you have shown an interest in school district affairs by attending this meeting. The Board of Education allows public participation at its meeting, but at the same time has the responsibility for conducting its business in an orderly fashion. We will provide the audience with an opportunity to request to speak. We request that before you speak to announce your name. Each speaker will be allowed five minutes unless the time limit is waived by a majority of the board members present. At a public meeting of the board, no person shall orally initiate charges or complaints against individual employees of the district or challenge instructional materials used in the district. All such charges, if presented to the board directly, shall be referred to the Superintendent for investigation and report. We would also like to remind the public that the school board is not allowed to comment on your concerns. If there are no questions, we will open the public comment section of the board meeting.

III. Recognition of Guests and Visitors

IV. Approve Agenda

V. Approve Minutes

- A. Approve the May 11, 2020, Regular Meeting Minutes

VI. Reports

VII. Correspondence

VIII. Consent Agenda

A. Approve Facility Use Request for VS Classrooms

The ADAPT summer program is requesting 2 classrooms from 8a to 4p June 8-August 14.

B. Approve Payroll

5/15 \$246,376.85

5/30 \$289,886.93 (includes payoffs)

Total \$536,263.78

C. Approve Accounts Payable for a total of \$244,123.26

IX. Action Agenda

A. Approve Environmental, Health, and Safety Management Services Contract through IEA

B. Approve 2020-2021 Blue Cross Blue Shield Health Insurance Renewal

Please approve the 20-21 NESC School Pool BCBS health insurance renewal.
The premium is going down 1%.

- C. Approve Pep Club Advisor Posting
- D. Approve Robbi Albert Continuing Education for a Master's Degree
- E. Approve the hire of Ciri Falcone as an elementary teacher at the VS at a BA Step 1,
\$43,330/year

X. Discussion

- A. Face to Face Board Meetings
- B. Joint School Board/City Council Meeting Dates
- C. School Board Candidates
- D. Graduation

XI. Information

XII. Adjourn



Board Approval: Sept. 27, 1982
Board Reviewed: April 22, 1985

Application for Use of School Facilities

The undersigned requests the rental privileges of the following school facilities:

Building: V.S. Elementary

Facilities: 2 classrooms

Date: If the activity is a one day event, please complete: _____
(date)

OR

If the activity is to continue throughout the school year please complete:

MTWTh Beginning: June 8, 2020 Ending: Aug 14 2020
(Day(s) of the month) (Month & Day) (Month, Day, & Year)
(i.e. , 1st & 2nd Mon)

Time: From: 8 A.M. To: 4 p.M.

Purpose: ADAPT Summer Program

Anticipated Attendance: 2 groups daily
no more than 8 kids total Admission Charge: 0
in two classrooms

Name of Certified lifeguard who will be in charge: _____
(If swimming pool is to be used, a certified lifeguard must be present at all times.)

Organization: Range Mental Health Center

Your official Connection: ADAPT

The undersigned is authorized to make this request and assume full responsibility for any damages, breakage, or loss to furniture or equipment and for the observance of all rules and regulations, which relate to this permit. PLEASE READ AND OBSERVE CAREFULLY RULES AND REGULATIONS ON REVERSE SIDE OF THIS APPLICATION. Your cooperation in keeping this building clean and orderly at all times will greatly appreciate. We reserve the right to cancel any permits.

Signature: Kathleen Kupka

Address: Po Box 1188 Virginia

Telephone Number: 218-290-5644

Date: May 18, 2020

Special Requests or Remarks: Will follow all guidelines set up
by the state for school and
mental health groups

Board of Education
Independent School District No. 695
Chisholm, MN 55719

Date Approved: _____

ISD 695-Chisholm Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp Code	Red	Vendor	Print Recon	Void	Currency	Date	Amount
0695	10	32493	63735	Check	1	2967	ALDRICH, LISA	Yes	No	USD	05/08/2020	180.00
		32491	63736	Check	1	2795	AMERICAN BANK OF THE NORTH	Yes	No	USD	05/08/2020	2,860.98
		32489	63737	Check	1	2354	ATT MOBILITY	Yes	No	USD	05/08/2020	598.48
		32496	63738	Check	1	3387	BLUE CROSS BLUE SHIELD OF MN E	Yes	No	USD	05/08/2020	15,333.50
		32479	63739	Check	1	01675	CLERKS REVOLVING FUND	Yes	No	USD	05/08/2020	1,731.82
		32495	63740	Check	1	3254	HUTCHINGS, KERRY	Yes	No	USD	05/08/2020	525.00
		32480	63741	Check	1	05731	MADISON NATIONAL LIFE INS CO	Yes	No	USD	05/08/2020	2,368.83
		32488	63742	Check	1	2320	MEDICARE BLUE RX	Yes	No	USD	05/08/2020	17,525.60
		32494	63743	Check	1	2971	MINNESOTA LIFE INSURANCE	Yes	No	USD	05/08/2020	2,476.94
		32481	63744	Check	1	06294	MN ASSOCIATION OF SEC SCHOOL I	Yes	No	USD	05/08/2020	949.00
		32486	63745	Check	1	2101	MN ENERGY RESOURCES CORP	Yes	No	USD	05/08/2020	17,737.52
		32482	63746	Check	1	06375	MN POWER	Yes	No	USD	05/08/2020	9,265.48
		32483	63747	Check	1	06979	NORTHERN MINNESOTA DENTAL, IN	Yes	No	USD	05/08/2020	9,155.10
		32484	63748	Check	1	07168	OLSON, CHRISTINE MARIE	Yes	No	USD	05/08/2020	6.90
		32487	63749	Check	1	2121	SCHMITT MUSIC - REMIT	Yes	No	USD	05/08/2020	139.50
		32490	63750	Check	1	2524	SNICKERS PIZZA	Yes	No	USD	05/08/2020	155.50
		32485	63751	Check	1	09645	SULLIVAN SUPPLY	Yes	No	USD	05/08/2020	11.10
		32492	63752	Check	1	2963	TEACHERS ON CALL	Yes	No	USD	05/08/2020	2,895.60
		32509	63753	Check	1	3632	ADRENALINE FUNDRAISING	Yes	No	USD	05/15/2020	480.50
		32497	63754	Check	1	01600	CHISHOLM CITY OF	Yes	No	USD	05/15/2020	11,358.39
		32507	63755	Check	1	2668	CONSOLIDATED COMMUNICATION:	Yes	No	USD	05/15/2020	1,037.30
		32498	63756	Check	1	01984	COPEMAN, KAREN	Yes	No	USD	05/15/2020	45.18
		32502	63757	Check	1	10255	DEX MEDIA	Yes	No	USD	05/15/2020	6.54
		32499	63758	Check	1	03553	JUBILEE FOODS	Yes	No	USD	05/15/2020	44.03
		32500	63759	Check	1	05206	L & M SUPPLY FLEET SUPPLY	Yes	No	USD	05/15/2020	66.30
		32505	63760	Check	1	2232	LOWES	Yes	No	USD	05/15/2020	548.81
		32504	63761	Check	1	2101	MN ENERGY RESOURCES CORP	Yes	No	USD	05/15/2020	11,077.60
		32506	63762	Check	1	2278	MN TELECOMMUNICATIONS	Yes	No	USD	05/15/2020	1,199.40
		32501	63763	Check	1	09645	SULLIVAN SUPPLY	Yes	No	USD	05/15/2020	97.08
		32508	63764	Check	1	2963	TEACHERS ON CALL	Yes	No	USD	05/15/2020	3,048.00
		32503	63765	Check	1	10730	WASTE MANAGEMENT OF NRTM MI	Yes	No	USD	05/15/2020	4,815.44
		32510	63766	Check	1	00150	AMERIPRIDE LINEN & APPAREL	Yes	No	USD	05/15/2020	610.27
		32548	63767	Check	1	3220	APG MEDIA OF MN	Yes	No	USD	05/15/2020	259.10
		32511	63768	Check	1	00951	BROWN TRANSPORTATION, INC	Yes	No	USD	05/15/2020	2,155.68
		32545	63769	Check	1	3060	BSN SPORTS	Yes	No	USD	05/15/2020	2,332.67
		32539	63770	Check	1	2774	BUHL WATER CO INC	Yes	No	USD	05/15/2020	81.00
		32536	63771	Check	1	2614	CW TECHNOLOGY	Yes	No	USD	05/15/2020	821.00
		32535	63772	Check	1	2599	DALCO ENTERPRISE	Yes	No	USD	05/15/2020	63.58
		32512	63773	Check	1	02569	ECOLAB PEST ELIMINATION DIV	Yes	No	USD	05/15/2020	156.54
		32542	63774	Check	1	2944	EDUCATION INNOVATION PARTNER	Yes	No	USD	05/15/2020	209.68
		32527	63775	Check	1	1944	EDUCATORS BENEFIT CONSULTANT	Yes	No	USD	05/15/2020	115.41

ISD 695-Chisholm Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0695	10	32513	63776	Check	1	03018		EXCEL BUSINESS SYSTEM	Yes	No	No	USD	05/21/2020	2,178.66
		32544	63777	Check	1	3046		FURTHER	Yes	No	No	USD	05/21/2020	206.50
		32515	63778	Check	1	03570		GRAINGER	Yes	No	No	USD	05/21/2020	367.58
		32516	63779	Check	1	03577		GRAYBAR	Yes	No	No	USD	05/21/2020	1,207.72
		32517	63780	Check	1	03825		HIBBING CC	Yes	No	No	USD	05/21/2020	15,512.00
		32518	63781	Check	1	04212		INAC, INC	Yes	No	No	USD	05/21/2020	16,498.02
		32550	63782	Check	1	3457		INGENSA INC.	Yes	No	No	USD	05/21/2020	7,018.05
		32519	63783	Check	1	04376		ISD #2142 ST LOUIS COUNTY	Yes	No	No	USD	05/21/2020	1,000.00
		32526	63784	Check	1	1842		ISD #6076 NORTHLAND LEARNING	Yes	No	No	USD	05/21/2020	18,581.61
		32528	63785	Check	1	1956	1956	JAMAR COMPANY	Yes	No	No	USD	05/21/2020	430.00
		32556	63786	Check	1	3631		JAMESTOWN PUBLIC SCHOOL DIST	Yes	No	No	USD	05/21/2020	2,039.29
		32514	63787	Check	1	03553		JUBILEE FOODS	Yes	No	No	USD	05/21/2020	7.41
		32532	63788	Check	1	2301		KRISS PREMIUM PRODUCTS INC	Yes	No	No	USD	05/21/2020	33.23
		32520	63789	Check	1	05206		L & M SUPPLY FLEET SUPPLY	Yes	No	No	USD	05/21/2020	1,272.99
		32554	63790	Check	1	3605		LVC COMPANIES	Yes	No	No	USD	05/21/2020	3,372.64
		32551	63791	Check	1	3517		MACKIN EDUCATIONAL RESOURCES	Yes	No	No	USD	05/21/2020	142.40
		32534	63792	Check	1	2558		MESABI GLASS WINDOW DOORS IN	Yes	No	No	USD	05/21/2020	3,750.50
		32546	63794	Check	1	09400		MID-STATE TRUCK SERVICE, INC	Yes	No	No	USD	05/21/2020	29.33
		32549	63795	Check	1	3097	REMIT	MINNEAPOLIS OXYGEN COMPANY	Yes	No	No	USD	05/21/2020	2,896.35
		32533	63796	Check	1	2303		MINNESOTA DISCOVERY CENTER	Yes	No	No	USD	05/21/2020	4,200.00
		32555	63797	Check	1	3621		NAPA AUTO PARTS	Yes	No	No	USD	05/21/2020	87.58
		32521	63798	Check	1	06850		NEW DOMINION SCHOOL	Yes	No	No	USD	05/21/2020	5,449.18
		32538	63799	Check	1	2736		NORTHEAST SERVICE COOPERATIV	Yes	No	No	USD	05/21/2020	1,540.00
		32552	63800	Check	1	3588		NORTHERN BUSINESS PRODUCTS I	Yes	No	No	USD	05/21/2020	5,139.62
		32522	63801	Check	1	07168		NORTHWEST PASSAGE, LTD	Yes	No	No	USD	05/21/2020	2,625.00
		32541	63802	Check	1	2912		OLSON, CHRISTINE MARIE	Yes	No	No	USD	05/21/2020	20.70
		32547	63803	Check	1	3119		PETRON, MARY	Yes	No	No	USD	05/21/2020	51.38
		32553	63804	Check	1	3592	REMIT	PNC BANK C/O FIRST BOOK	Yes	No	No	USD	05/21/2020	218.68
		32543	63805	Check	1	2985	REMIT	RAJKOVICH, GEORGE	Yes	No	No	USD	05/21/2020	90.00
		32531	63806	Check	1	2272	REMIT	RECOVER HEALTH SERVICES	Yes	No	No	USD	05/21/2020	4,274.00
		32530	63807	Check	1	2130		RYANS INDEPENDENT ELECTRIC	Yes	No	No	USD	05/21/2020	3,351.85
		32529	63808	Check	1	1968		SCHOLASTIC BOOK CLUBS INC	Yes	No	No	USD	05/21/2020	64.43
		32540	63809	Check	1	2859	REMIT	SCHOOL NURSE SUPPLY, INC	Yes	No	No	USD	05/21/2020	179.98
		32523	63810	Check	1	09350		SHRED IT USA	Yes	No	No	USD	05/21/2020	452.37
		32537	63811	Check	1	2665		SHUBAT TRANSPORTATION	Yes	No	No	USD	05/21/2020	14,449.48
		32525	63812	Check	1	1714		ST LUKES CLINICS	Yes	No	No	USD	05/21/2020	110.00
		32557	63813	Check	1	3634		STATE SUPPLY COMPANY	Yes	No	No	USD	05/21/2020	332.38
								TOM KENNEBECK	Yes	No	No	USD	05/21/2020	400.00

Bank Total: 10

\$244,123.26

Report Total:

\$244,123.26

IEA, INC.

PROPOSAL



Contact Us:

BROOKLYN PARK OFFICE
9201 W. BROADWAY, #600
BROOKLYN PARK, MN 55445
763-315-7900

MANKATO OFFICE
610 N. RIVERFRONT DRIVE
MANKATO, MN 56001
507-345-8818

ROCHESTER OFFICE
210 WOOD LAKE DRIVE SE
ROCHESTER, MN 55904
507-281-6664

BRAINERD OFFICE
601 NW 5TH STREET #4
BRAINERD, MN 56401
218-454-0703

MARSHALL OFFICE
1420 EAST COLLEGE DRIVE
MARSHALL, MN 56258
507-476-3599

VIRGINIA OFFICE
5525 EMERALD AVENUE
MOUNTAIN IRON, MN 55768
218-410-9521

www.leasafety.com

Info@leasafety.com

800-233-9513

2021 - 2023

Environmental, Health and Safety Management Services

for

Chisholm Public Schools

MARCH 12, 2020

PROPOSAL #8847

2021-2023 Environmental, Health and Safety Management Services

Dr. Janey Blanchard
Superintendent
Chisholm Public Schools
300 Southwest 3rd Avenue
Chisholm, MN 55719
Phone: (218) 254-5726 x2900
E-mail: jblancard@chisholm.k12.mn.us

Introduction

IEA, Inc. is pleased to offer this proposal to provide a knowledgeable support team to meet your Environmental, Health and Safety (EH&S) compliance needs in conjunction with the Northeast Service Cooperative (NESC). IEA will assist the District in implementation of safety programs, identification of health and safety related hazards and overall consulting based on the District's needs.

Scope of Work

IEA will provide EH&S management services to assist in compliance with: Occupational Safety and Health Administration (OSHA), Minnesota Department of Education (MDE), Minnesota Pollution Control Agency (MPCA), International and Minnesota State Fire Code and other federal, state and local regulations. Please see Appendix A for a list of possible related tasks.

Annual compliance tasks will be identified prior to the start of each fiscal year and coordinated to the District via a scheduling letter.

Annual EH&S Compliance Program Review

IEA will review identified health and safety programs for compliance with applicable regulations. This program review will be documented as the annual program review which is required or recommended for the majority of the district's written programs.

A final report will be developed, including details on each program, as well as recommendations and/or plans for bringing programs into compliance.

Limitations & Assumptions

IEA will remain flexible to accommodate the District's needs; however, any project work outside of this scope of work or involving UFARS codes other than 352 which involves sampling, equipment fees or additional contractors will be provided in a project-specific scope of work with an associated fee.

Chisholm Public Schools is expected to provide sufficient workspace and support resources (office supplies, equipment, clerical support, and internet connection) as required to perform services under this contract.

Management plans and documents may be provided to the District electronically upon request with the understanding that IEA is not responsible for changes made after the date of submittal. Documents provided by IEA are developed for your exclusive use and are not intended to be shared, distributed or sold to any other party. While some firms maintain ownership of their written management plans, the work we do for your district is customized for you and becomes the property of your district.

2021-2023 Environmental, Health and Safety Management Services

Contract hours may be spent working at IEA's office for access to resources or references necessary to complete a task.

IEA will assist the District in compliance with applicable standards and regulations; however, actual compliance remains the responsibility of Chisholm Public Schools.

Compensation

IEA's services will be billed on a per site visit basis of nine (9) site visits on an annual basis. Please see the site visit rates listed below:

FY 2020-2021	FY 2021-2022	FY 2022-2023
\$840	\$840	\$865

Each site visit consists of an approximate eight-hour workday; including: preparation time, administrative work, travel time, and site time. This fee will be billed to the District through the Northeast Service Cooperative on a monthly basis. Pricing is based on the discounted rates established through the Environmental, Health & Safety contract between Northeast Service Cooperative and IEA, Inc.

Schedule

IEA's services may commence on July 1, 2020, upon receipt of a signed proposal. IEA will schedule this project through a designated contact within the district.

This contract is valid July 1, 2020 through June 30, 2023.

Authorization to Proceed

Authorization to Proceed – Client Signature Required

We appreciate the opportunity to present this proposal for Environmental, Health and Safety Management Services. Please sign this authorization to proceed and send to Taylor Dickinson at Taylor.Dickinson@ieasafety.com. Retain the original for your records.

IEA, Inc.



Taylor Dickinson, CSP
Virginia & Brainerd Regional Manager

Please proceed according to the above stated fees, terms, attached General Conditions, and proposal #8847 dated March 12, 2020.

Printed Name

Authorized Signature

Date

Appendix A

*Environmental, Health and Safety Management Services
(Possible Task List)*



A Workplace Accident & Injury Reduction Program (AWAIR)

- Develop and implement a written management plan for workplace accident and injury reduction.
- Develop and implement a written plan for OSHA-mandated safety committees.
- Conduct safety committee meetings at least quarterly to identify and eliminate workplace safety hazards. Develop and document methods used to identify, analyze and control new or existing hazards.
- Identify and document methods of how the plan will be communicated to all affected employees so that they are informed of work-related hazards and controls.
- Develop and document procedures for investigation of workplace accidents and corrective actions.

Air Permitting

- Conduct assessment and perform calculations to identify equipment and processes that require an air discharge permit.
- Develop and implement a written management plan for air permitting, if applicable.
- Complete monthly and annual reports and submit to the Minnesota Pollution Control Agency.
- Maintain all air permitting records.

Americans with Disabilities Act (ADA)

- Conduct an assessment of facilities to determine compliance with ADA.
- Recommend and coordinate projects to address identified ADA issues.

Asbestos

- Complete six-month periodic inspections.
- Conduct asbestos awareness training as needed.
- Maintain all records.
- Maintain/implement written management plan.

Bleacher Safety

- Develop and implement a written bleacher safety plan.

Bloodborne Pathogens Standard-Exposure Control Plan

- Develop and implement a written Bloodborne Pathogens-Exposure Control Plan encompassing OSHA Standard 29 CFR 1910.1030.
- Survey the facility to identify job categories in which employees may be at risk for exposure (Exposure Control Plan exposure determination). Document this process.
- Train affected employees on proper specific and universal precaution methods and techniques.
- Develop post exposure procedures.
- Evaluate engineering controls and document on an annual basis.

Community Right to Know

- Develop and implement a written Community Right to Know plan.
- Compile an inventory of products and develop product file.
- Complete annual Tier Two report and submit to Minnesota Emergency Response Commission and local fire department(s).

Compressed Gas

- Develop and implement a written management plan for compressed gases.
- Conduct inventory and evaluation of compressed gases.
- Conduct annual audit of inventory, postings/warning labels, and documentation.
- Conduct annual training as needed for applicable employees in compressed gas handling and use, respiratory protection, and emergency response procedures.

Confined Space

- Develop and implement a written management plan for confined space procedures.
- Conduct a workplace inventory and determine whether confined spaces are permit-required or non-permit required. Develop, distribute and post entry/exit permit requirements.
- Conduct annual review of program compliance, audit entry/exit procedural compliance, review permit use history and documentation, and provide initial and annual refresher training.

Electrical Safety

- Develop and implement a written management plan for electrical safety.
- Conduct annual training for affected employees.

Emergency Action Plan

- Review Emergency Action Plan and provide suggestions for plan development.
- Conduct training for staff on crisis management, troubled persons/staff recognition, and violence prevention.
- Coordinate response action with local agencies.
- Develop quick reference emergency procedures flip chart for employees.

Employee Right to Know (ERK)

- Develop and implement a written management plan.
- Provide annual training for applicable employees.
- Maintain training records.

Ergonomics

- Develop and implement a written management plan for ergonomics.
- Conduct an assessment of employees (office, custodial, etc.).
- Coordinate abatement of identified ergonomic issues.

Fall Protection

- Develop and implement written management plan.
- Conduct an assessment of facilities.

Fire Protection / Fire Prevention

- Develop and implement a written management plan for fire protection/prevention.
- Conduct an assessment of facilities.
- Conduct annual review/update of written plan.

First Aid/CPR

- Develop and implement a written management plan for first aid/CPR.
- Survey the facility for first aid/CPR needs.

Forklift Safety

- Develop a written plan if applicable.
- Provide required training
- Assist with inventory, inspection, and carbon monoxide monitoring.

Hoist / Lift / Crane Safety

- Develop a written plan if applicable.
- Inventory of hoists
- Assist with inspection and supporting documentation
- Provide training
- Assist with required recordkeeping

Hazardous Waste

- Develop and implement a written management plan for hazardous waste. These are defined as wastes that are toxic, combustible, corrosive, or reactive.
- Identify facility hazardous waste streams by functional areas and by waste stream types.
- Examine the potential for generating hazardous waste products each facility.
- Implement proper waste disposal procedures. Complete waste disposal manifests.
- Acquire an EPA generator number and MPCA annual permit for each building that generates hazardous waste.
- Provide training to affected employees. Conduct annual training if applicable according to VSQG or SQG criteria.
- Complete annual hazardous waste report for MPCA or local County government

Hearing Conservation

- Develop and implement a written management plan for hearing conservation.
- Assess all facilities and employees for occupational noise exposure.
- Coordinate annual hearing tests for affected employees.
- Recommend noise abatement or administrative controls to reduce or eliminate employee exposure and coordinate the distribution of hearing protection devices.
- Conduct noise dosimeter testing.
- Conduct employee training and annual review/update of training records.

Indoor Air Quality (IAQ)

- Develop, implement and maintain an IAQ management plan and building walk through.
- Provide training to employees in indoor air quality.
- Maintain appropriate IAQ records.
- Coordinate IAQ investigations.

Infectious Waste

- Develop and implement a written management plan for infectious waste, if any. NOTE: Blood or other potentially infectious materials are covered under the Bloodborne Pathogens Standard.
- Identify sources of infectious waste in each facility.
- Review current infectious waste handling procedures.
- Evaluate current infectious waste recordkeeping forms and procedures (including archiving).
- Provide annual training to affected employees.

Integrated Pest Management (IPM)

- Develop and implement a written management plan for integrated pest management.
- Prepare required notifications to the community.
- Coordinate with pest control companies to ensure proper pest management.

Lead Contamination Control Act

- Develop and implement a written management plan for lead contamination control.
- Report testing results and provide recommendations for areas with excess lead levels present.

Lockout/Tagout

- Develop and implement a written management plan for lockout/tagout.
- Assist with purchasing of appropriate locks and tags.
- Provide training for affected personnel.
- Conduct annual audit of compliance with lockout/tagout plan procedures.

OSHA Inspections

- Conduct mock OSHA and other regulatory agency inspections.
- Participate in OSHA review of facility and provide management activity for programs.

OSHA Recordkeeping

- Develop and implement a written management plan for OSHA recordkeeping.
- Assist with completion of OSHA 300 Log.
- Review and investigate accidents, develop trend information, and recommend procedures and policies to reduce occurrences.
- Assist with the management of the Workers' Compensation Program.

Personal Protective Equipment (PPE)

- Develop and implement a written management plan.
- Conduct assessment of facilities to determine equipment needs.
- Provide training to employees on the proper care and usage of personal protective equipment.

Playground Safety

- Develop and implement a written management plan for each playground.

- Conduct periodic site reviews, inspections and management plan updates.

Process Safety Management

- Develop and implement a written process safety management plan.
- Provide employee training as required.
- Conduct periodic review/update of written plan.

Radon

- Develop and implement a written management plan for radon.
- Provide recommendations for abatement for areas with excess radon levels present.

Respiratory Protection Program

- Develop and implement a written management plan for respiratory protection.
- Conduct workplace evaluation to determine respiratory protection needs.
- Provide annual respiratory protection program training to applicable employees.
- Coordinate annual medical exams, conduct and document annual fit test and records update.

Underground Storage Tanks (USTs) / Aboveground Storage Tanks (ASTs)

- Develop and implement a written management plan for underground and aboveground storage tanks.
- Complete an inventory of tanks including age, size, type, contents, spill protection, overfill devices, corrosion protection or leak detection systems.
- Develop and coordinate tank removal prioritization for under-equipped or leaking tanks.

Welding, Cutting or Brazing

- Develop a written plan.
- Provide training and assist with required recordkeeping.

AGREEMENT FOR PROVISION OF HEALTH AND SAFETY SERVICES

This Agreement is entered into the _____ day of _____ between Northeast Service Cooperative (“NESC”), a service cooperative organized and operating under Minn. Stat. §123A.21 and **Chisholm** (“School”), an NESC member located **Chisholm**, Minnesota.

WHEREAS, NESC, a member-funded public corporation, is authorized by Minn. Stat. §123A.21, subd. 7 (21) to provide health and safety services to its members;

WHEREAS, NESC's Board of Directors has arranged with a third party vendor, Institute for Environmental Assessment (IEA), to provide the serviced specified in the attached IEA proposal.

WHEREAS, the School wishes to participate in NESC's health and safety program on the basis set forth herein;

NOW THEREFORE, for good and valuable consideration, the parties agree as follows:

1. Service:

- a. The School agrees to purchase from NESC, and NESC agrees to provide on behalf of its participating member School, consultative services to support the School’s management of its environmental health and safety functions, as further described in the proposal, which is attached to this Agreement and incorporated herein by reference.

2. NESC’s Responsibilities:

- a. Contract with IEA or another suitable third party contractor with relevant expertise to provide professional advice and assistance to the School as it relates to environmental, health & safety and in building a strong safety culture for the employees. The services will be delivered in the manner described in the attached proposal over the course of the fiscal year beginning each July 1.

3. School’s Responsibilities:

- a. As the employer, the school district has the ultimate responsibility for environmental, health & safety in the workplace. In pursuit of this goal, the district will have management commitment, employee involvement, worksite analysis, hazard prevention and provide health and safety training to all employees.
- b. Provide on-site work space, internet access, and office related functions including print, copy and fax capability to IEA staff as needed to complete his/her work
- c. Assign a main contact person for IEA staff and make its employees available as needed by IEA staff to provide the Service.

- d. House and maintain health and safety related documentation as required.

4. IEA's Responsibilities:

- a. IEA will assist the School District with workplace environmental, health and safety and will take direction from the district as to the priority of services to be completed. IEA will provide professional and knowledgeable staff to provide quality service to the districts. Written programs may be provided online in a digital format at the district's request. Within the district, IEA will aim for continuous improvement in health & safety, promote safety as everyone's responsibility and strive to meet or exceed expectations.

5. Payment: The school agrees to pay NESC for the services as described in the attached proposal. The annual service cost will be invoiced as incurred, and will coincide with services delivered to date.

At the beginning of the program year, IEA will meet with the school to plan the year's priorities and needs. A scheduling letter will follow that meeting.

Fees for Services requested and agreed to by the School and provided by IEA or third party vendor that are in addition to the Scope of Services listed in the proposal will be billed separately.

6. Term: The services provided under this agreement will begin July 1, 2020 and will continue through June 30, 2023. Either party may terminate this agreement early, effective as of the end of the School's fiscal year, upon not less than 90 days notice given in writing prior to the end of a fiscal year.

7. Law Governing: This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. All proceedings related to this agreement shall be venued in the State of Minnesota, County of St. Louis.

8. Insurance: NESC will obligate IEA to maintain general liability insurance and errors and omissions insurance specific to the duties of its employees providing the Service. The School agrees to maintain general liability insurance and insurance necessary to cover claims related to the Service. Nothing in this Agreement shall constitute a waiver by either party of any statutory limitations, immunities, exclusions, or exemptions on liability

9. Risk Management Arrangements It is recognized that NESC is a cooperative of which the School is a member, and which is providing the Service as a function which otherwise would be provided by school employees. The parties recognize that NESC's liability for claims relating to the Service should be limited to any available insurance coverage from IEA and in any event to an amount not exceeding certain Service payments made, within the limits in this Section. The following arrangements are in furtherance of the foregoing:

- a. Indemnity The School agrees to indemnify and hold NESC and its employees, agents or representatives harmless from all claims, demands, or liability including attorney's fees, and related expenses, which arise out of or are in any manner connected with the Service, this Agreement, or the School's operations,
- b. Standard of Performance Disclaimer NESC makes no warranties, representations, or guarantees expressed or implied, regarding the service or performance hereunder, and all such are hereby disclaimed by NESC and waived by School, including but not limited to any implied warranties of merchantability and fitness for a particular purpose. The service will be provided and accepted on an "as is" "where is" basis, without recourse against NESC.
- c. Limitation of Liability In no event shall NESC ever be liable to the school or any third party, directly or indirectly, for any sum greater than the total for service actually paid to and received by NESC in the six month period immediately preceding any determination of liability. All other provisions of law, equity, or this agreement or any other document notwithstanding, this and any available insurance is the exclusive remedy available to district, and is in lieu of all other remedies available at law, in equity or otherwise. The foregoing does not, and shall not be construed or deemed to, create any circumstance, express or implied, under which NESC may be liable to the School, and shall not subvert the indemnity, release and other clauses in the Agreement for the benefit of NESC. The provisions of this Section i) shall apply regardless of whether matters are based on breach of warranty, breach of contract, negligence, strict liability, tort, or any other legal theory, ii) shall apply to all matters, whether claimed by or through the School, or by or through third parties, including any students, employees, and governmental or regulatory agencies, and iii) shall survive termination of the Agreement.

10. Data Practices: Pursuant to Minn. Stat. §13.05, all of the data created, collected, received, stored, used, maintained, or disseminated in the performance of this contract is subject to the requirements of the Minnesota Government Data Practices Act.

11. No Waiver: Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes Chapter 466 (Tort Liability, Political Subdivisions) or otherwise.

12. Modification: This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by both NESC and the School, and attached hereto.

13. Severability: The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this agreement this _____ day of _____.

NESC MEMBER SCHOOL DISTRICT

NORTHEAST SERVICE COOPERATIVE

By: _____ By: _____

Authorized School Official

Executive Director

Date: _____ Date: _____

Northeast Service Cooperative
 Health Plan Renewal Projection for:
 Chisholm School District #695

9/1/2020



<u>Plan</u>	<u>Description</u>	<u>Coverage</u>	<u>Contracts *</u>	<u>Current rates</u>	<u>9/1/2020</u>
1	\$1,850, 100%, \$1,850 OOP, Aware, Select Rx, FlexRx, 4Q c/o	Single	42	\$1,075.00	\$1,064.50
		Family	14	\$2,640.50	\$2,614.00
2	\$6,650, 100%, \$6,650 OOP, Aware, Select Rx, KeyRx, No 4Q c/o	Single	0	\$757.50	\$750.00
		Family	0	\$1,842.50	\$1,824.00
TOTAL ALL PLANS				Monthly Premium	\$82,117
				Annual Premium	\$985,404
				% Annual Adjustment	-1.0%
				\$ Annual Adjustment	(\$9,744)

* Based on the group's most recent enrollment data.
 Rates are guaranteed for one year beginning 9/1/2020

**INDEPENDENT SCHOOL DISTRICT NO. 695
Chisholm, Minnesota**

INTERNAL JOB POSTING

PEP CLUB ADVISOR

Applications are being taken for one (1) Pep Club Advisor for the 2020-2021 school year. Duties as assigned by building principal. Salary as per Extra-curricular schedule, \$1,072.96. Applications are due in the Superintendent's Office Wednesday, June 10, 2020, by 3:00 p.m. Interested people should apply or update their applications.

Dr. Janey Blanchard
Superintendent

Posted: May 27, 2020

AN EQUAL OPPORTUNITY EMPLOYER

May 14, 2020

Dear Chisholm School Board Members,

I am excited to announce that I have been accepted into the MS in Education - Curriculum, Instruction, and Assessment (Accelerated) program at Walden University. I am hoping to start the program June 29, 2020 and finish up in as little over a year. My final step in the admissions process is to formally accept my offer of admission. However, I need board approval before I can proceed. I am enclosing a copy of my acceptance letter from Walden University as well as a course list and description. Please use this information to make your decision.

Thank you for your time and consideration,

Robbi Albert
6th Grade Teacher

MSEd : Curriculum Instruction and Assessment (Grades K-12)

The Accelerated Curriculum, Instruction and Assessment (Grades K-12) specialization is based on standards set forth by the U.S. Department of Education and the National Board for Professional Teaching Standards (NBPTS) Core Propositions and Early Adolescent and Middle Childhood Generalist standards.

Courses

Teacher as Professional

Effective teachers are leaders who make a positive difference in classrooms, schools, and society. Education professionals explore what it means to be a teacher leader in today's diverse and changing educational landscape, while gaining expertise in current research-based educational advancements. They examine their values, beliefs, vision, and mission, and they explore teacher effectiveness in relation to their role in the larger context of the teaching profession. They collaborate in professional learning communities and advocate for students and other educators in order to promote positive social change. They synthesize their learning throughout the course and use this knowledge to enhance professional growth and development.

Curriculum Design for Learning

Professional educators must have the knowledge and skill to make important decisions regarding what students learn and how they will learn it to ensure student success. In this course, education professionals engage in a research-based process for designing and mapping curriculum that motivates students and promotes academic success. Beginning with the end in mind, education professionals identify clear learning goals and big ideas, create authentic assessments, and develop essential questions to guide effective instructional planning and ongoing assessments using their district or state standards and/or benchmarks. They also apply the curriculum design process to a subject area they teach, keeping in mind the influence of learning environment, family involvement, and social development on the design process.

Enhancing Learning for Diverse Populations (Accelerating)

Education professionals examine the value of adapting the learning environment for multiple diverse populations within the classroom. They explore their attitudes, beliefs, and biases regarding diverse students, families, and communities, and they learn approaches for working together to ensure high levels of learning for all students. Through real-world application, they assess and implement high-quality learning experiences that provide equitable access to promote positive social change. Education professionals incorporate their students' background experiences and differentiate instruction using effective practices so all P-12 students have the opportunities and resources to learn.

Teacher Leadership in the Classroom: Increasing Learning and Achievement

The focus of teacher leadership expands from self to students, increasing the sphere of influence of the teacher leader to the classroom context in this course. Education professionals concentrate on advancing their expertise in the field of teaching by increasing their knowledge and skills in three key areas: knowledge of learners and learning; knowledge of subject matter and curriculum goals; and knowledge of effective teaching models, strategies, and practices. They learn to apply this expertise in the classroom in ways that directly affect the learning and achievement of their students.

Assessment for Student Learning

Education professionals in this course examine the historical and contemporary perspectives on assessment, including trends in high-stakes assessment and accountability. They learn types and purposes of assessment as well as how to use assessments effectively. Education professionals also analyze strengths and weaknesses of various assessment methods and use ongoing assessments to guide decisions that will improve student performance. They explore and discuss data collecting and analysis, grading, record-keeping, and reporting. Additionally, they learn the importance of student self-assessment and the best ways to support their students in monitoring learning and reflecting on how to improve personal performance.

Creating an Effective Classroom Learning Environment (Accelerating)

Education professionals have the opportunity to learn to create safe, supportive, and respectful learning environments that promote social-emotional development, self-responsibility, and character, in order to optimize learning for all students. They can learn how to foster a sense of community in the classroom and develop positive relationships with and among students. Skills and strategies for managing dynamic and flexible classroom structures and for teaching conflict resolution are presented. Educators are also provided with strategies for building positive relationships and engaging in effective communication and problem solving with parents and families.

Differentiated Instruction (Accelerating)

The practice of differentiating instruction is a way for educators to meet diverse learning needs and preferences without having to individualize instruction for every student. In this course, education professionals learn how to differentiate five instructional elements—content, product, process, affect, and learning environment—according to students' interests, readiness, and learning profile. They explore flexible grouping and managing the differentiated classroom. Using their classroom curriculum, they plan and implement differentiated lessons and align them to important learning goals, essential questions, and formative and summative assessments while ensuring that their instruction includes meaningful applications of knowledge. Education professionals also learn how to draw on resources, such as staff, community members, and educators, to support the "whole" child in the learning process.

Designing Curriculum, Instruction, and Assessment for Students with Special Needs (Accelerating)

This course emphasizes the need for all students, including students with special needs, to achieve high academic standards. Education professionals in this course examine the learning challenges of students

who by definition of federal law have disabilities, as well as those of students who have significant difficulty with learning but do not qualify for special education services. Educators learn how to adapt curriculum, instruction, and assessment to maximize learning for students with special needs.

Habits of Mind: Thinking Skills to Promote Self-Directed Learning (Accelerating)

Education professionals in this course are helped to develop skills and strategies to prepare students for living and learning productively in today's society. They complete a variety of assignments designed to provide practical application of course content, such as designing a lesson in which they integrate habits of mind with other instructional elements to achieve multiple outcomes. They also create a rubric that allows students to demonstrate learning in each area of the lesson. Additionally, they reflect on the theories, concepts, and strategies learned in the course and consider the influence of new knowledge on future personal and professional endeavors. Through this course, education professionals learn how to help students manage, motivate, and modify their own learning as a continuing lifelong process.

Action Research for Educators

Education professionals use action research in a variety of ways to positively impact P–12 student learning. They examine, design, and implement action research. They address relevant problems, become involved in collaborative inquiry, use data and research to inform their practice, improve P–12 student academic success, and contribute to positive social change in their classrooms and school environments. Education professionals collect and analyze student data, develop and implement data-informed decisions to guide instructional planning, and engage in reflective practices to ensure continuous improvement and enhance professional growth.

WALDEN UNIVERSITY
A higher degree. A higher purpose.

May 12, 2020

Robbi Albert
102 Sherwood Forest Drive
Gilbert, MN 55741

Dear Robbi Albert,

Congratulations! On behalf of Walden University, I am pleased to offer you conditional admission to the MS in Education - Curriculum, Instruction & Assessment (Accelerated) program. This email will serve as your official letter for classes beginning June 29, 2020.

This offer is valid for one year from the date of admission. If you do not begin classes during this time, you will be required to reapply to the university and will be bound by the program requirements in effect at the time you begin your Walden program. Please read all the contents of this letter as it contains important information about the conditions of your admission and action required from you to accept your offer and to meet the conditions outlined.

Next Step: Accepting Your Offer

Your next step is to formally accept your offer of admission on your Apply Overview page in your Homepage@Walden. Should you have any questions about the program or any of the conditions of your admission, please contact your New Student Enrollment Specialist.

Once you have accepted your offer of admission, Walden will email you directions on how to access to your myWalden portal, which grants you access to your student account and all university services, including financial aid, course registration, degree progress, academic advising, student support, library, and the Writing Center. Please note that once you meet the requirements for adequate academic progress as noted below, any federal financial aid that has been awarded will be eligible for disbursement.

Conditions of Admission

Your admission is conditional until we receive **official transcripts** from your prior college or university. The following official transcript has not been received as of the time of this letter:

- Official transcript from Eastern Illinois University

Please contact your prior school and have them mail an official transcript to the following address before August 23, 2020:

Walden University
Attn: Office of Admissions
7065 Samuel Morse Dr.
Columbia, MD 21046

If we do not receive your official transcript by August 23, 2020, you will be dropped from your courses and may be subsequently administratively withdrawn from Walden University. If you have applied for federal

financial aid, Walden cannot process your loan and you will not receive a disbursement until Walden is in receipt of your official transcripts.

Transfer of Credit

We have reviewed all applicable materials provided to us for transfer of credit opportunities. Attached is your preliminary program of study which includes any courses approved for credit transfer. The degree audit, which will be available through your myWalden portal, will reflect all transfer of credit awarded once you accept your offer and Walden acknowledges that all official documents are received.

Licensure Information

As a reminder, states often require individuals seeking initial licensure or licensure in new teaching areas (e.g., endorsements) to complete state-approved licensure programs. Walden offers state-approved teacher licensure/endorsement programs in special education and reading, and a state-approved principal licensure program (M.S. or Ed.S. in Educational Leadership and Administration). Please be advised, not all of Walden's programs include a practicum or cover the grade span (e.g., K-12) required by some states for a particular endorsement, for instance, in the area of reading.

Walden enrollment specialists can provide guidance on licensure issues; however, it remains the individual's responsibility to understand and comply with all state licensure requirements. Walden makes no representation or guarantee that completion of Walden coursework or programs will permit an individual to obtain state licensure or endorsement.

Once again, congratulations on your offer of admission. In accepting your offer to Walden University, you join a global learning community that is dedicated to professional excellence and positive social change. I look forward to receiving your confirmation and to welcoming you to the Walden University community.

Sincerely,



Devon Edmund

Vice President

Walden University Registrar

**Should you have any questions, please contact your New Student Enrollment Specialist at 866-492-5336.
Thank you.**