

# Chisholm School District School Board Meeting Agenda

Monday, November 23, 2020 at 5:00 PM  
Regular Meeting  
Teleconference

## I. Determination of Quorum and Call to Order

### II. Public Comment:

**Description:** 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 November 9, 2020, Regular Meeting Minutes 3

**Attachments:**

November 9 2020 Regular Meeting Minutes 3

B. Approve the November 13, 2020, Canvassing the Votes Minutes 6

**Attachments:**

November 13 2020 Canvass Votes Minutes 6

C. Approve the November 19, 2020, Emergency Meeting Minutes 10

**Attachments:**

November 19 2020 Emergency Meeting Minutes Corrected 10

## VI. Reports

A. Sitelogic Presentation 12

<b>Attachments:</b>	
Chisholm Public Schools Communication 20201118	12
B. Principal Hancock's Report	
C. Principal Morrison's Report	
D. Superintendent's Report	
<b>VII. Correspondence</b>	
A. Thank You to Mary Jo Nickila for the Donation of 300 Facemasks for the Vaughan Steffensrud School's Students and Staff	
<b>VIII. Consent Agenda</b>	
A. Approve November 11 Payroll for \$25,363.12 and November 15 Payroll for \$238,340.88 for a Total of \$488,704.00	
B. Approve Accounts Payable for \$320,806.96	13
<b>Attachments:</b>	
Accounts Payable	13
<b>IX. Action Agenda</b>	
A. Approve an Increase for EBC (Aviben) Bill for 403 3rd Party Billing Cost-of-Living Increase of 1.4% Starting January 1, 2021 <b>Description:</b> This increase will be applied starting January 1, 2021.	
B. Approve the RFP for Strategic and Referendum Planning	16
<b>Attachments:</b>	
Chisholm ISD 695 RFP Request	16
Chisholm RFP Evaluation Instructions 11.18.2020	21
C. Approve Jennie Varda as a Volunteer Girls Basketball Coach for the 2020-2021 Season	
D. Approve the 2021 Northern Minnesota Dental Insurance Contract with No Increase in Premiums or Contributions	24
<b>Attachments:</b>	
Northern Minnesota Dental Contract	24
E. Accept the Resignation of Colleen Rahja Effective November 11, 2020	
F. Approve the Hire of Nick Hill as a Bus Driver/Custodian Effective December, 7,2020, Pending Background Check as per the Master Salary Schedule	
<b>X. Discussion</b>	
<b>XI. Information</b>	
<b>XII. Adjourn</b>	

# Chisholm School District School Board Meeting Minutes

Monday, November 9, 2020 at 5:00 PM  
Regular Meeting  
High School Media Center

<https://meet.google.com/pag-weqj-wyp>

## **I. Determination of Quorum and Call to Order**

Attendance Taken at 5:01 PM. Corradi Simon: Absent, Lappi: Present, Rahja: Present, Randa-Sauter: Present, Rice: Present, Sever: Present. Superintendent Blanchard was also in attendance.

## **II. Public Comment:**

## **III. Recognition of Guests and Visitors**

## **IV. Approve Agenda**

It was moved by Clarice Sever and seconded by Danielle Randa-Sauter to approve the agenda with changes. Motion Passed.

Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

## **V. Approve Minutes**

### **A. Approve October 26, 2020, Regular Meeting Minutes**

It was moved by Shelly Lappi and seconded by Danielle Randa-Sauter to approve the minutes from the October 26, 2020, regular meeting with changes. Motion Passed.

Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

### **B. Approve November 2, 2020, Emergency Meeting Minutes**

It was moved by Clarice Sever and seconded by Bob Rahja to approve the minutes from the November 2, 2020, emergency meeting with changes. Motion Passed.

Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

## **VI. Reports**

Attendance Update Taken at 5:05 PM. Corradi Simon: Present. Superintendent Blanchard was also in attendance. Member Corradi Simon joined the meeting at 5:04 p.m.

### **A. InGensa Presentation**

InGensa presented updates on the building upgrades. They discussed their strategic planning process and the referendum planning process.

### **B. Superintendent's Report**

Superintendent Blanchard gave an update on COVID related situations in the District.

## **VII. Correspondence**

A. Thank You to Mt. Iron Walmart for Donation of School Supplies

**VIII. Consent Agenda**

**IX. Action Agenda**

A. Approve Resoution Regarding Fund Balance Transfers

It was moved by Jaclyn Corradi Simon and seconded by Shelly Lappi to to approve the resolution regarding fund balance transfer WHEREAS, Minnesota Governor Tim Walz issued Emergency Executive Order 20-19 on March 25, 2020, which stated in part: Paragraph 21. Upon approval by the Executive Council, school districts and schools are authorized to transfer operating funds from certain programs that are not already assigned to or encumbered by staff salary and benefits, or otherwise encumbered by federal law, for the following purposes: A. to provide care to Eligible Children during the school day. B. To pay additional transportation costs incurred between March 30, 2020 and April 30, 2020 needed to implement this Executive Order in providing distance learning instruction. WHEREAS, a fund transfer is allowed if the transfer meets the criteria set forth in Paragraph 21(c) of Emergency Executive Order 20-19: 1. The transfer does not increase state aid obligations to the district or result in additional property tax authority for the district or charter school. 2. A transfer is limited to the operating funds of a district or charter school. 3. A school board must approve a fund transfer by the fiscal year reporting deadline. 4. A district or charter school must maintain accounting records for the purpose of this Executive Order that are sufficient to document both the specific funds transferred and use of those funds. Such accounting records are subject to auditor review. 5. Any execution of this flexibility must not interfere with or jeopardize funding per federal requirements. 6. Any transfer must not interfere with the equitable delivery of distance learning or social distancing models WHEREAS, the School Board of Chisholm Public Schools, Chisholm MN, Independent School District 695 has determined that that the criteria identified under Paragraph 21(c) have been satisfied for a fund transfer pursuant to Emergency Executive Order 20-19; WHEREAS, the School Board of Independent School District 695 has reviewed and approved the attached Request for Fund Transfer THEREFORE, BE IT RESOLVED, that the School Board of Independent School District 695 authorizes the School District administration to submit the attached Request for Fund Transfer. Motion Passed.

Corradi Simon: **Yea**, Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

B. Recess to Closed Session to Conduct Superintendent's Evaluation

It was moved by Jaclyn Corradi Simon and seconded by Cindy Rice to table action items b, c, d to the next regular meeting. Motion Passed.

Corradi Simon: **Yea**, Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

C. Adjourn Closed Session

D. Reconvene Regular Meeting

E. Approve Tony Antonutti as a Volunteer 7th and 8th Grade Boys Basketball Coach

It was moved by Clarice Sever and seconded by Danielle Randa-Sauter to approve

Tony Antonutti as a volunteer 7th and 8th grade boys basketball coach for the 2020-2021 school year. Motion Passed.

Corradi Simon: **Yea**, Lappi: **Yea**, Rahja: Abstain (With Conflict), Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

F. Approve Application for Cooperative Sponsorship for Girls Hockey

It was moved by Jaclyn Corradi Simon and seconded by Danielle Randa-Sauter to approve application for Cooperative Sponsorship for girls hockey. Motion Passed.

Corradi Simon: **Yea**, Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

## **X. Discussion**

## **XI. Information**

Dr. Blanchard provided a copy of an email from a concerned teacher with board members.

A. October Teachers on Call Report

B. CARES Grant

The money will be spent on extra supplies.

C. Canvas the Votes Meeting

The canvassing the votes meeting will be held November, Friday 13, 2020, at 10a in boardroom. There will also be a budget committee meeting November 23, 2020 at 4p in the media center in the high school.

## **XII. Adjourn**

It was moved by Shelly Lappi and seconded by Clarice Sever to adjourn at 6:26 p.m. Motion Passed.

Corradi Simon: **Yea**, Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

# Chisholm School District School Board Meeting Minutes

Friday, November 13, 2020 at 10:00 AM  
Canvassing the Votes  
Chisholm School Board Room

## I. Determination of Quorum and Call to Order

Attendance Taken at 10:04 AM. Corradi Simon: Absent, Lappi: Present, Rahja: Present, Randa-Sauter: Present, Rice: Present, Sever: Present. Superintendent Blanchard is absent.

## II. Approve Agenda

It was moved by Shelly Lappi and seconded by Cindy Rice to approve the agenda with changes. Motion Passed.

Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

## III. Action Agenda

### A. Recess to Closed Session to Conduct Superintendent's Evaluation

It was moved by Cindy Rice and seconded by Danielle Randa-Sauter to table action items a., b., and c. Motion Passed.

Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

### B. Adjourn Closed Session

### C. Reconvene Regular Meeting

### D. Accept Election Results

It was moved by Shelly Lappi and seconded by Clarice Sever to accept the results of the November 3, 2020, general election as presented School Board Member (4 Year Term) Danielle Randa-Sauter 1753 Bob Rahja 1909 Clarice Sever 1706 Write In 66 Total for This Office. Motion Passed.

Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

### E. Resolution Canvassing Returns of Votes of School District General Election

Shelly Lappi offered the following resolution and moved its adoption:

BE IT RESOLVED by the School Board of Independent School District No. 695, as follows:

1. It is hereby found, determined and declared that the general election of the voters of the district held on November 3, 2020, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, a total of 2992 voters of the district voted at said election on the election of (three) school board members for four-year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election as follows:

DANIELLE RANDA-SAUTER	1753
BOB RAHJA	1909
CLARICE SEVER	1706
WRITE-IN	66
Total Voted Cast 2992	

3. Danielle Randa-Sauter, Bob Rahja, and Clarice Sever having received the highest number of votes, are elected to four-year terms beginning the first Monday in January 2021.

4. The school district clerk is hereby authorized to certify the results of the election to the county auditor or each county in which the school district is located in whole or in part.

The motion for the adoption of the foregoing resolution was duly seconded by Member Rice and upon vote being taken thereon the following voted in favor thereof:

Lappi, Rice, Randa-Sauter, Sever, Rahja

Absent: Corradi Simon

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

F. Resolution Authorizing Issuance of Certificates of Election and Directing School District Clerk to Perform Other Election Related Duties

Member Rice offered the following resolution and moved its adoption:

WHEREAS, the board has canvassed the general election for school board members held on November 3, 2020.

NOW THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 695, State of Minnesota, as follows:

1. The chair and clerk are hereby authorized to execute certificates of election on behalf of the school board of Independent School District No. 695 to the following candidates:

DANIELLE RANDA-SAUTER  
BOB RAHJA  
CLARICE SEVER

who have received a sufficiently large number of votes to be elected to fill vacancies on the board caused by expiration of term on the first Monday in January next following the election, based on the results of the canvass.

2. The certificate of election shall be in substantially the form attached hereto.

3. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the clerk of the school board is hereby directed to deliver the certificates to the persons entitled thereto personally or by certified mail.

4. The clerk is hereby directed to enclose with the certificates a form of acceptance of office and oath of office in substantially the form attached hereto.

The motion for the adoption of the foregoing resolution was duly seconded by Member Lappi and upon vote being taken thereon the following voted in favor thereof:

Lappi, Rice, Randa-Sauter, Sever, Rahja

Absent: Corradi-Simon

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

#### **IV. Discussion**

##### **A. High School Hybrid Plan**

The board discussed the high school hybrid plan going into effect on Monday, November 16, 2020. The board would like a meeting with the distance learning committee and Board Chair Rahja and Member Randa-Sauter via Zoom for Monday or Tuesday.

#### **V. Information**

## VI. Adjourn

It was moved by Cindy Rice and seconded by Danielle Randa-Sauter to adjourn at 10:55 a.m.  
Motion Passed.

Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

# Chisholm School District School Board Meeting Minutes

Thursday, November 19, 2020 at 4:30 PM  
Emergency Meeting  
Teleconference

*Meeting ID: 982 7540 0533*  
*Passcode: 880100*

## **I. Determination of Quorum and Call to Order**

Attendance Taken at 4:31 PM. Corradi Simon: Present, Lappi: Present, Rahja: Present, Randa-Sauter: Present, Rice: Present, Sever: Present. Superintendent Blanchard is attendance.

## **II. Public Comment:**

## **III. Recognition of Guests and Visitors**

## **IV. Approve Agenda**

It was moved by Shelly Lappi and seconded by Clarice Sever to approve the agenda with additions. Motion Passed.

Corradi Simon: **Yea**, Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

## **V. Action Agenda**

A. Approve Moving to Distance Learning Beginning November 30, 2020, with Students Returning January 4, 2021

It was moved by Danielle Randa-Sauter and seconded by Cindy Rice to approve moving K-12 to distance learning beginning November 30, 2020, with students returning January 4, 2021. Motion Passed.

Corradi Simon: **Nay**, Lappi: **Yea**, Rahja: **Nay**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**

## **VI. Information**

## **VII. Discussion**

A. Discuss Upcoming Meetings

The board discussed moving the Monday, November 23, 2020, regular meeting to a Zoom meeting.

The board will hold a special meeting with the distance learning committee on December 3, 2020, at 4:30 p.m.

## **VIII. Recess to Closed Session to Conduct Superintendent's Evaluation**

It was moved by Shelly Lappi and seconded by Jaclyn Corradi Simon to recess to closed session to conduct Superintendent's evaluation at 5:25 p.m. Motion Passed.

Corradi Simon: **Yea**, Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**  
**IX. Adjourn Closed Session**

It was moved by Jaclyn Corradi Simon and seconded by Cindy Rice to adjourn closed session at 6:04 p.m. Motion Passed.

Corradi Simon: **Yea**, Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**  
**X. Reconvene Regular Meeting**

It was moved by Jaclyn Corradi Simon and seconded by Clarice Sever to reconvene regular meeting at 6:05 p.m. Motion Passed.

Corradi Simon: **Yea**, Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**  
**XI. Adjourn**

It was moved by Clarice Sever and seconded by Shelly Lappi to adjourn at 6:07 p.m. Motion Passed.

Corradi Simon: **Yea**, Lappi: **Yea**, Rahja: **Yea**, Randa-Sauter: **Yea**, Rice: **Yea**, Sever: **Yea**



2125 2<sup>nd</sup> Street  
St. Paul, MN 55110

November 18, 2020

Janey Blanchard  
Superintendent  
Chisholm Public Schools

Dear Janey,

We look forward to the opportunity to present to the Chisholm Public Schools' Board on Monday, November 23, 2020. To better communicate the content areas of the presentation, I am providing a brief summary of our main areas of focus:

1. Introductions of Presentation Team Members (Lee Pritzl, Denise Pontrelli, Blake Peuse)
2. Leadership Opportunities
3. Strategic Planning Considerations (Administration/Board/Community) and Programming
4. Education Options
5. Next Steps
6. Conclusion and Question/Answer Session (As Time Permits)

As your partner, our goal is to focus largely on the Strategic Planning aspects for Chisholm Public Schools and how SiteLogIQ is uniquely qualified to support you throughout the process and beyond. Additionally, we will highlight our integrated approach to understanding the needs of the district from all perspectives and how this approach translates into a long-term solution for the district. We look forward to the conversation.

See you soon!

A handwritten signature in black ink that reads "Blake Peuse".

Blake Peuse  
Senior Business Consultant

ISD 695-Chisholm  
Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
0695	10		33075	64327	Check	1041	REMIT	ALLDATA	Yes	No	No	USD	10/30/2020	975.00
0695	10		33085	64328	Check	3387	REMIT	BLUE CROSS BLUE SHIELD OF MN BL	Yes	No	No	USD	10/30/2020	15,208.05
0695	10		33076	64329	Check	1375		HOGLUND BUS CO INC	Yes	No	No	USD	10/30/2020	175.00
0695	10		33081	64330	Check	2642	remit	HOUGHTON MIFFLIN HARCOURT	Yes	No	No	USD	10/30/2020	220.50
0695	10		33071	64331	Check	04300		ISD #0701 HIBBING	Yes	No	No	USD	10/30/2020	150.00
0695	10		33072	64332	Check	05731		MADISON NATIONAL LIFE INS CO	Yes	No	No	USD	10/30/2020	2,517.46
0695	10		33078	64333	Check	2320		MEDICARE BLUE RX	Yes	No	No	USD	10/30/2020	17,019.70
0695	10		33083	64334	Check	2971		MINNESOTA LIFE INSURANCE	Yes	No	No	USD	10/30/2020	2,398.59
0695	10		33077	64335	Check	2101		MN ENERGY RESOURCES CORP	Yes	No	No	USD	10/30/2020	2,566.35
0695	10		33073	64336	Check	06375		MN POWER	Yes	No	No	USD	10/30/2020	9,413.57
0695	10		33074	64337	Check	06979		NORTHERN MINNESOTA DENTAL, INC	Yes	No	No	USD	10/30/2020	9,588.90
0695	10		33086	64338	Check	3509		PLATT, TYLER	Yes	No	No	USD	10/30/2020	45.00
0695	10		33079	64339	Check	2409		SCHNEIDER, KURT	Yes	No	No	USD	10/30/2020	50.00
0695	10		33080	64340	Check	2434		STAINIGER, GREGORY	Yes	No	No	USD	10/30/2020	40.00
0695	10		33082	64341	Check	2963	REMIT	TEACHERS ON CALL	Yes	No	No	USD	10/30/2020	2,235.20
0695	10		33084	64342	Check	3037		ZUMBAUM, BRAD	Yes	No	No	USD	10/30/2020	75.00
0695	10		33106	64343	Check	2997	REMIT	247SECURITY INC	Yes	No	No	USD	11/13/2020	2,698.00
0695	10		33104	64344	Check	2795		AMERICAN BANK OF THE NORTH	Yes	No	No	USD	11/13/2020	3,528.84
0695	10		33110	64345	Check	3220		APG MEDIA OF MN	Yes	No	No	USD	11/13/2020	143.00
0695	10		33100	64346	Check	2354		ATT MOBILITY	Yes	No	No	USD	11/13/2020	549.24
0695	10		33095	64347	Check	1944		AVIBEN	Yes	No	No	USD	11/13/2020	115.41
0695	10		33093	64348	Check	1737		DSC COMMUNICATIONS	Yes	No	No	USD	11/13/2020	4,182.19
0695	10		33116	64349	Check	3666		IPEVO	Yes	No	No	USD	11/13/2020	8,578.51
0695	10		33089	64350	Check	1031		ISD #0317 DEER RIVER	Yes	No	No	USD	11/13/2020	132.00
0695	10		33101	64351	Check	2402		ISD #0361 INTERNATIONAL FALLS	Yes	No	No	USD	11/13/2020	100.00
0695	10		33092	64352	Check	1442		JOSTENS INC	Yes	No	No	USD	11/13/2020	920.13
0695	10		33091	64353	Check	1329		LALONDE, DONALD	Yes	No	No	USD	11/13/2020	90.00
0695	10		33109	64354	Check	3041		LAMPPA, KYLE D	Yes	No	No	USD	11/13/2020	110.00
0695	10		33098	64355	Check	2232		LOWES	Yes	No	No	USD	11/13/2020	129.23
0695	10		33087	64356	Check	05971		MARY'S LAKE STREET FLORAL	Yes	No	No	USD	11/13/2020	90.00
0695	10		33094	64357	Check	1807		MN DEPT OF LABOR AND INDUSTRY	Yes	No	No	USD	11/13/2020	330.00
0695	10		33097	64358	Check	2101		MN ENERGY RESOURCES CORP	Yes	No	No	USD	11/13/2020	11,298.58
0695	10		33099	64359	Check	2303		NAPA AUTO PARTS	Yes	No	No	USD	11/13/2020	1,407.72
0695	10		33112	64360	Check	3379		PHILLIPS, JOE	Yes	No	No	USD	11/13/2020	75.15
0695	10		33114	64361	Check	3509		PLATT, TYLER	Yes	No	No	USD	11/13/2020	140.00
0695	10		33102	64362	Check	2409		SCHNEIDER, KURT	Yes	No	No	USD	11/13/2020	130.00
0695	10		33096	64363	Check	2085	REMIT	SCHOLASTIC INC	Yes	No	No	USD	11/13/2020	327.26
0695	10		33088	64364	Check	09083	REMIT	SCHOOL SPECIALTY SUPPLY-REMIT	Yes	No	No	USD	11/13/2020	96.79
0695	10		33107	64365	Check	2999		SECTION 7A	Yes	No	No	USD	11/13/2020	230.00

## ISD 695-Chisholm Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
0695	10		33115	64366	Check	3628		SWANK MOTION PICTURES INC	Yes	No	No	USD	11/13/2020	750.00
0695	10		33113	64367	Check	3483	REMIT	TEACHER SYNERGY, LLC	Yes	No	No	USD	11/13/2020	66.00
0695	10		33105	64368	Check	2963	REMIT	TEACHERS ON CALL	Yes	No	No	USD	11/13/2020	5,130.80
0695	10		33111	64369	Check	3368		VAKE, KATHLEEN MARIE	Yes	No	No	USD	11/13/2020	95.00
0695	10		33103	64370	Check	2556		VAN WAARDEN ASSOCIATES	Yes	No	No	USD	11/13/2020	2,572.00
0695	10		33090	64371	Check	10730		WASTE MANAGEMENT OF NRTH MINN	Yes	No	No	USD	11/13/2020	5,044.19
0695	10		33117	64372	Check	3679		ZOOM VIDEO COMMUNICATIONS INC.	Yes	No	No	USD	11/13/2020	2,700.00
0695	10		33108	64373	Check	3037		ZUMBAUM, BRAD	Yes	No	No	USD	11/13/2020	75.00
0695	10		33118	64374	Check	00010		A-1 REFRIGERATION SERVICE	Yes	No	No	USD	11/19/2020	95.00
0695	10		33170	64375	Check	3538		ACCT, INC	Yes	No	No	USD	11/19/2020	19,621.93
0695	10		33159	64376	Check	2795		AMERICAN BANK OF THE NORTH	Yes	No	No	USD	11/19/2020	60.00
0695	10		33119	64377	Check	00150		AMERIPRIDE LINEN & APPAREL	Yes	No	No	USD	11/19/2020	17.53
0695	10		33141	64378	Check	1775		ANDERSON PLUMBING & HEATING	Yes	No	No	USD	11/19/2020	10,547.00
0695	10		33120	64379	Check	00610		BARK DESIGN INC	Yes	No	No	USD	11/19/2020	985.40
0695	10		33164	64380	Check	3060	remit to	BSN SPORTS	Yes	No	No	USD	11/19/2020	6,083.52
0695	10		33158	64381	Check	2774		BUHL WATER CO INC	Yes	No	No	USD	11/19/2020	91.00
0695	10		33160	64382	Check	2870		CASEYS	Yes	No	No	USD	11/19/2020	46.38
0695	10		33138	64383	Check	1563		CDW GOVERNMENT INC - REMIT	Yes	No	No	USD	11/19/2020	223.31
0695	10		33121	64384	Check	01600		CHISHOLM CITY OF	Yes	No	No	USD	11/19/2020	2,925.09
0695	10		33155	64385	Check	2631		COLORADO TIME SYSTEMS	Yes	No	No	USD	11/19/2020	100.00
0695	10		33156	64386	Check	2668		CONSOLIDATED COMMUNICATIONS	Yes	No	No	USD	11/19/2020	1,046.81
0695	10		33154	64387	Check	2614		CW TECHNOLOGY	Yes	No	No	USD	11/19/2020	821.00
0695	10		33153	64388	Check	2599	REMIT	DALCO ENTERPRISE	Yes	No	No	USD	11/19/2020	2,277.05
0695	10		33139	64389	Check	1565		DECKER EQUIPMENT	Yes	No	No	USD	11/19/2020	79.99
0695	10		33144	64390	Check	1939		DELL FINANCIAL SERVICES	Yes	No	No	USD	11/19/2020	8,298.25
0695	10		33134	64391	Check	10255		DEX MEDIA	Yes	No	No	USD	11/19/2020	247.12
0695	10		33148	64392	Check	2191		DULUTH RANGE COMMUNICATIONS	Yes	No	No	USD	11/19/2020	331.00
0695	10		33122	64393	Check	02569		ECOLAB PEST ELIMINATION DIV	Yes	No	No	USD	11/19/2020	313.08
0695	10		33123	64394	Check	03018		EXCEL BUSINESS SYSTEM	Yes	No	No	USD	11/19/2020	2,398.66
0695	10		33163	64395	Check	3046		FURTHER	Yes	No	No	USD	11/19/2020	212.40
0695	10		33125	64396	Check	04025		HOBART SALES	Yes	No	No	USD	11/19/2020	709.44
0695	10		33126	64397	Check	04212		INAC, INC	Yes	No	No	USD	11/19/2020	27,408.17
0695	10		33124	64398	Check	03553		JUBILEE FOODS	Yes	No	No	USD	11/19/2020	34.47
0695	10		33151	64399	Check	2301		KRISS PREMIUM PRODUCTS INC	Yes	No	No	USD	11/19/2020	135.12
0695	10		33127	64400	Check	05206		L & M SUPPLY FLEET SUPPLY	Yes	No	No	USD	11/19/2020	635.68
0695	10		33142	64401	Check	1913		LAMPHERE, DEBRA	Yes	No	No	USD	11/19/2020	75.00
0695	10		33137	64402	Check	1454		LESCARBEAU, MEGAN	Yes	No	No	USD	11/19/2020	34.03
0695	10		33167	64403	Check	3154		MANICK, LINDA L	Yes	No	No	USD	11/19/2020	130.00
0695	10		33143	64404	Check	1937		MAX GRAY CONSTRUCTION INC	Yes	No	No	USD	11/19/2020	88,807.65

ISD 695-Chisholm  
Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void	Date	Amount
0695	10		33140	64405	Check	1584		MID-AMERICAN RESEARCH CHEMICAL	Yes	No	No	USD		11/19/2020	525.21
0695	10		33165	64406	Check	3097	REMIT	MINNEAPOLIS OXYGEN COMPANY	Yes	No	No	USD		11/19/2020	149.11
0695	10		33145	64407	Check	2060		MN DEPT OF HEALTH	Yes	No	No	USD		11/19/2020	520.00
0695	10		33128	64408	Check	06336		MN INDUSTRIES	Yes	No	No	USD		11/19/2020	3,239.57
0695	10		33150	64409	Check	2278		MN TELECOMMUNICATIONS	Yes	No	No	USD		11/19/2020	1,199.39
0695	10		33157	64410	Check	2736		NORTHERN BUSINESS PRODUCTS INC	Yes	No	No	USD		11/19/2020	226.95
0695	10		33129	64411	Check	07557		PERSONAL SERVICE MFG CORP	Yes	No	No	USD		11/19/2020	781.36
0695	10		33169	64412	Check	3509		PLATT, TYLER	Yes	No	No	USD		11/19/2020	50.00
0695	10		33166	64413	Check	3119	REMIT	PNC BANK C/O FIRST BOOK	Yes	No	No	USD		11/19/2020	134.00
0695	10		33130	64414	Check	07730		PORTABLE JOHN	Yes	No	No	USD		11/19/2020	246.00
0695	10		33131	64415	Check	08215		RADKO IRON & SUPPLY	Yes	No	No	USD		11/19/2020	47.99
0695	10		33162	64416	Check	2985	REMIT	RECOVER HEALTH SERVICES	Yes	No	No	USD		11/19/2020	8,299.00
0695	10		33149	64417	Check	2272		RYANS INDEPENDENT ELECTRIC	Yes	No	No	USD		11/19/2020	4,420.58
0695	10		33171	64418	Check	3558		SANDBERG, DEE ANN	Yes	No	No	USD		11/19/2020	95.00
0695	10		33173	64419	Check	3680		SCENIC RIVERS HEALTH SVC	Yes	No	No	USD		11/19/2020	100.00
0695	10		33147	64420	Check	2121	2	SCHMITT MUSIC - REMIT	Yes	No	No	USD		11/19/2020	153.89
0695	10		33152	64421	Check	2409		SCHNEIDER, KURT	Yes	No	No	USD		11/19/2020	180.00
0695	10		33146	64422	Check	2085	REMIT	SCHOLASTIC INC	Yes	No	No	USD		11/19/2020	327.25
0695	10		33132	64423	Check	09074		SCHOOL HEALTH ALERT	Yes	No	No	USD		11/19/2020	85.82
0695	10		33133	64424	Check	09083	REMIT	SCHOOL SPECIALTY SUPPLY-REMIT	Yes	No	No	USD		11/19/2020	265.31
0695	10		33168	64425	Check	3247		SKOGLUND, TAYLOR MATTHEW	Yes	No	No	USD		11/19/2020	50.00
0695	10		33135	64426	Check	1254		STERLE & CO, LTD	Yes	No	No	USD		11/19/2020	7,700.00
0695	10		33161	64427	Check	2963	REMIT	TEACHERS ON CALL	Yes	No	No	USD		11/19/2020	1,066.80
0695	10		33136	64428	Check	1340		ULINE	Yes	No	No	USD		11/19/2020	1,295.94
0695	10		33172	64429	Check	3662		VOCABULARY SPELLING CITY	Yes	No	No	USD		11/19/2020	183.35

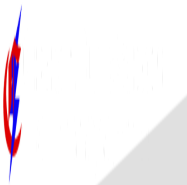
Bank Total: \$320,806.96  
 Report Total: \$320,806.96

**REQUEST FOR PROPOSALS**  
**To Evaluate Qualified Providers**  
**For Strategic Planning**

**Issued by**

**CHISHOLM PUBLIC SCHOOLS**  
**Independent School District 695**

**November, 2020**



## **INDEPENDENT SCHOOL DISTRICT 695 REQUEST FOR PROPOSALS**

### **SECTION I General Information**

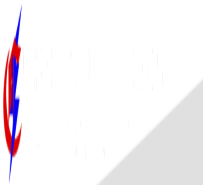
Chisholm ISD 695 is a middle-sized district located in the "Heart of the Iron Range". At Chisholm we strive to meet the needs of all learners. At the elementary grades we keep our classes small so our students can receive the instruction they need. At our high school Chisholm offers advanced classes for our college bound students, while providing a solid foundation for those planning to enter the work force upon graduation. Students are taught by highly qualified teachers in a safe and nurturing environment. Our newly remodeled classrooms have recently been updated with new energy-saving lighting and air-quality ventilation. Many of the classrooms are equipped with the latest in technology as a means of engaging today's learners.

Chisholm, however, is more than just academics. We offer a wide variety of cultural, social, theatrical, musical and athletic opportunities for the students' enjoyment-either as a participant or as a spectator. Chisholm is the home of the Bluestreaks and Bluestreak Pride. Our graduates have a long tradition of success in all walks of life that has extended to all four corners of this country and beyond. It is a tradition we strive to maintain.

Our district has an existing operating levy due to expire in FY 2024. This levy provides the necessary funding to ensure financial stability, improve opportunities for students and allows the district to operate efficiently. Given the upcoming expiration of our levy, the district would like to explore options that will best meet our needs for an election in FY 2022, and are soliciting proposals from qualified consultants experienced in Strategic Planning.

This Request for Proposal (RFP) will focus on taking our district through a defined process to reach our end goal of a successful FY 2022 election.

We appreciate your interest in working with our district and look forward to hearing how your firm can best help us. If you have any questions regarding this RFP please contact Superintendent Janey Blanchard at 218-254-5726 ext. 2900.



**INDEPENDENT SCHOOL DISTRICT 695  
REQUEST FOR PROPOSALS**

**SECTION II  
Scope of Work**

As Chisholm ISD 695 investigate options, we envision a partner that will take us through a defined strategic planning process for moving forward. The ideal partner will:

- Manage the overall planning process for the district
- Work collaboratively with district stakeholders and outside partners
- Facilitate and manage all necessary stakeholder meetings
- Collect, compile, review and analyze necessary data
- Review and interpret existing district data
- Develop and deliver a comprehensive work plan with actionable steps

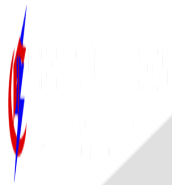
The purpose of the Request for Proposals (RFP) is to evaluate qualified providers for a strategic planning process. Timely implementation of this plan will be of the essence.

Submission of a response grants permission to make inquiries concerning the respondent and its officers to any persons or firms deemed appropriate by Independent School District 695. Any proprietary information that the qualified provider does not want disclosed to the public shall be so identified on each page in which it is found. Data or information so identified will be used by the Independent School District 695 solely for the purpose of evaluation and contract negotiations.

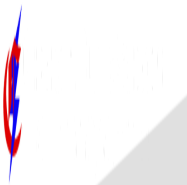
Electronic responses shall be received to the attention of Ms. Janey Blanchard, Superintendent, jblanchard@chisholm.k12.mn.us; no later than 2:00pm (Central Standard Time) on December X, 2020. Considering time is of the essence, no extensions will be granted. Any questions regarding this proposal should be directed to Superintendent Blanchard. The district reserves the right to reject any or all proposals.

Our Selection Process Tentative Timeline is as follows:

Distribute Request for Proposals (RFP)	November 23, 2020
Deadline for RFP Submission	December 7, 2020
Strategic Partner Selected	December 14, 2020



**INDEPENDENT SCHOOL DISTRICT 695  
REQUEST FOR PROPOSALS**



## INDEPENDENT SCHOOL DISTRICT 695 REQUEST FOR PROPOSALS

### SECTION III Response Format and Preparation Instructions

Responses must be submitted in the format outlined in this section. The intent of Independent School District 695 is that all responses follow the same format in order to evaluate each response fairly. Respondents may submit up to fifteen pages (15 page faces) in response to this RFP.

1. **Firm Profile (5 points):** Provide general information on your firm, including name, business address, local telephone number, local officers of the firm, and contact person for this process.
2. **Company Background (20 points):** Provide history of your firm, including your experience with K12 districts in Minnesota as well as names, qualifications and responsibilities of employees who will help ISD 695 through this process.
3. **Strategic Planning Approach (50 points):** Describe your Strategic Planning experience and methodology. Please describe your approach to moving ISD 695 through this process including key milestones, timelines and cost.
4. **Company References (15 points):** Please provide a list of references where your firm has done comparable work with K12 districts in MN.
5. **Other Benefits (10 points):** Describe why your firm should be selected and what added benefits your firm can bring to this process.

# Chisholm Public Schools ISD #695 Strategic Planning RFP Evaluation

## 1. Completeness

Each response to the requested information will be reviewed prior to the selection process for completeness. A response will be considered complete if all requested information is included.

## 2. Formal Evaluation and Grading

### A. *Evaluation Process*

The evaluation process will objectively grade the interviewees on their merit and responsiveness to the needs of Chisholm Public School District #695. Responses will be evaluated in light of the material and substantiating evidence presented in the response, and not on the basis of what is inferred. The evaluation process will include verification of references, verification of project team members, confirmation of financial information, and may also include other information as directed by Chisholm Public School District #695.

### B. *Grading Format*

The requested information will be considered a separate selection criterion and will be graded individually. The point value for each criterion shall be multiplied by the percentage grade to give the criterion score. All scores will be summed to give the grand total score. The maximum possible grand total score for the response is 100 points. Scoring will be summarized on the Formal Evaluation Form.

### C. *Point Values*

<b>Firm Profile</b>	<b>05 Total Points</b>
<b>Company Background</b>	<b>20 Total Points</b>
<b>Strategic Planning Approach</b>	<b>50 Total Points</b>
<b>Firm References</b>	<b>15 Total Points</b>
<b>Other Benefits</b>	<b>10 Total Points</b>
<b>GRAND TOTAL</b>	<b>100 Points</b>

**Chisholm Public Schools ISD #695  
Strategic Planning RFP Evaluation**

**D. Percentage Grades**

<b>Grade</b>	<b>Description</b>
0%	Criterion was not addressed in the response or the material presented was totally without merit.
20%	Criterion was addressed minimally, response indicated little capability, experience, or understanding of topic.
40%	Criterion was addressed minimally, but response shows some capability, experience, or understanding of topic
60%	Criterion was addressed adequately. Overall, a basic capability, experience, or understanding of topic
80%	Criterion was addressed well. The response indicates some superior features.
100%	Criterion was addressed in superior fashion, indicating excellent or outstanding capability.

**E. Example**

The “Firm Profile” category has a point value of 5 points. If response “A” addresses the topic well (the definition of the 80% grade above), the 5 point value for the criterion would be multiplied by 80%.

<u>Point Value</u>	<u>Grade</u>	<u>Score</u>
<b>5</b>	<b>80%</b>	<b>4</b>

**4. Interviews**

The district will decide after review of responses if further interviewing is necessary.

**5. Final Selection**

The grand total scores of the short listed respondents will be summed. The respondent with the highest sum shall be selected.

**Chisholm Public Schools ISD #695  
Strategic Planning RFP Evaluation**

<b>Name of Respondent:</b>	<b>(Point Value)(Percentage Grade) = Score</b>		
<b>Category:</b>	<b>Point Value</b>	<b>Percentage Grade</b>	<b>Score</b>
<b>Firm Profile</b>	<b>05 Points</b>		
<b>Company Background</b>	<b>20 Points</b>		
<b>Strategic Planning Approach</b>	<b>50 Points</b>		
<b>Firm References</b>	<b>15 Points</b>		
<b>Other Benefits</b>	<b>10 Points</b>		
<b>GRAND TOTAL</b>	<b>100 Points</b>		



# Northern Minnesota Dental, Inc.

November 12, 2020

Ms. Simone Zunich  
ISD #695 - Chisholm  
300 3<sup>rd</sup> Avenue, S.W.  
Chisholm, Minnesota 55719

**Re:** Contract Renewal ..... *January 1, 2021*

Dear Ms. Zunich:

This letter is to advise you that the Board of Directors of Northern Minnesota Dental, Inc. has reviewed the experience for ISD #695 – Chisholm for the period of January through October of 2020 and wish to advise the following.

Northern Minnesota Dental, Inc. is willing to renew the dental contract now held with ISD #695 – Chisholm for another year beginning January 1, through December 31, 2021, with no increase in premiums or contributions required.

The rates to be effective January 1, 2021, are as follows:

		<b>New Rates</b> <i>01/01/21 through 12/31/21</i>	<b>Present Rates</b>
• Family Rate	<i>Minimum Contribution Required:</i>	<b>\$92.20</b>	\$92.20
	<i>Maximum:</i>	\$99.30	\$99.30
• Single Rate	<i>Minimum Contribution Required:</i>	<b>\$39.30</b>	\$39.30
	<i>Maximum:</i>	\$41.35	\$41.35

We will let you know in the early part of January 2021 if additional contributions are required for the 2020 calendar year. If you have any questions please feel free to contact this office.

Sincerely,

Sarah Merry  
For the Board of Directors  
of Northern Minnesota Dental, Inc.

- cc: Dr. Jason O. Berg, DDS
- Dr. Brekke Johnsrud, DDS
- Dr. Peter Miskovich, DDS
- Dr. Carl M. Schneider, DDS
- Dr. Jacob Smestad, DDS