

Chisholm School District School Board Meeting Agenda

Monday, September 25, 2023 at 5:00 PM
Regular Meeting
Chisholm School Board Room

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. Reports

VI. Consent Agenda

A. Minutes of the September 11, 2023 Regular Meeting. 4

Attachments:

SBM 9/11/2023 4

B. Approve the transfer of Jake Landacre to Job #253 Utility/Carpenter Shop effective September 18, 2023.

VII. Action Agenda

A. Motion to accept the resignation of Ryan Lucas, Carpenter Shop/Bus Driver, effective September 25, 2023. 6

Attachments:

R. Lucas Resignation 6

B. Motion to approve the one-year leave of absence for Ryan Bennett, 7

Paraprofessional, effective August 16, 2023.	
Attachments:	
R. Bennett LOA	7
C. Motion to approve the hiring of Jessica Hannine to Job #240 Transportation Foreman, effective September 18, 2023.	8
Attachments:	
Recommendation to Hire J. Hannine	8
D. Motion to approve the hiring of Jaden Jarmer to Job #254 Custodian/Bus Driver, Afternoon shift, effective September 27, 2023.	9
Attachments:	
Recommendation to Hire J. Jarmer	9
E. Motion to approve the At-Will two-year contract for Kent Michael Fredeen, Facilities and Grounds Supervisor, effective July 1, 2023, through June 30, 2025.	10
Attachments:	
M. Fredeen Contract	10
F. Motion to approve the MOU between ISD #695 and Education Minnesota concerning the duties, responsibilities, and payment for the position of Activities Director as presented.	24
Attachments:	
2023-2025 AD MOU	24
G. Motion to approve the quote from TECHCHECK in the amount of \$16,101.40 for the purchase and installation of a new server and upgrade from Windows 2012 to Windows 2022, as presented.	27
Attachments:	
TECHCHECK quote	27
H. Motion to approve the 2023 Payable 2024 Levy with maximum authority as presented.	
I. Motion to approve the group medicare supplement rates with Blue Cross Blue Shield from January 1, 2024 to December 31, 2025 as presented.	29
Attachments:	
BS Medicare Informaton	29
VIII. Discussion	
IX. Information	

A. Danielle Randa Sauter-adopt a classroom donations

B. Enrollment numbers

X. Adjourn

The Regular Meeting of the School Board, Independent School District No. 695, was called to order at 5:00 P.M. on September 11, 2023, in the Elementary Board Room. Members present: Directors Rice, Randa Sauter, Lappi, Corradi Simon, Rahja, and Chair Casey.
Members absent: None

Public Comment: Mr. Robert Belluzzo addressed the board regarding MDE Report Card results.

Recognition of Guests and Visitors: InGensa addressed the board regarding the gymnasium options.

APPROVE AGENDA

Moved by Director Rahja supported by Director Corradi Simon, to approve the agenda. Motion carried unanimously.

APPROVE CONSENT AGENDA

Moved by Director Lappi supported by Director Randa Sauter and approved unanimously to approve the Consent agenda which consists of the Minutes from the August 28, 2023, Regular Meeting and the following for the Month of August 2023: Payrolls in the amount of \$149,910.05 and Accounts Payable in the amount of \$610,026.53.

Personnel:

HIRE NANCY HILL

Moved by Director Corradi Simon, supported by Director Rahja to approve the hiring of Nancy Hill to Job #239, Paraprofessional, effective September 5, 2023. Time of hire: 5:15 PM. Motion carried unanimously.

APPROVE JENNIFER WARYAS LEAVE OF ABSENCE

Moved by Director Corradi Simon, supported by Director Lappi to approve the one-year leave of absence for Jennifer Waryas, LPN/Paraprofessional, effective August 29, 2023. Motion carried unanimously.

HIRE JENNIFER WARYAS

Moved by Director Randa Sauter, supported by Director Corradi Simon to approve the At-Will one-year contract for Jennifer Waryas, LPN, effective August 29, 2023, through June 30, 2024. Motion carried unanimously.

HIRE SARA BRUST

Moved by Director Rahja, supported by Director Corradi Simon to approve the At-Will one-year contract for Sara Brust, RN, effective August 28, 2023, through June 30, 2024. Motion carried unanimously.

APPROVE MOU FOR TERESA ALLEN

Moved by Director Rahja, supported by Director Lappi to approve the MOU between ISD 695, Chisholm and Education Minnesota-Chisholm, Local 1276 for Teresa Allen, a Teacher on Special Assignment for the 2023-2024 school year. Motion carried unanimously.

HIRE FRANK CERAR

Moved by Director Lappi, supported by Director Rice to approve the hiring of Frank Cerar to Job #249, Level II Football coach for the 2023 season. Motion carried unanimously.

HIRE JESSICA TRUNELL

Moved by Director Rahja, supported by Director Corradi Simon to approve the hiring of Jessica Trunell to Job #250, Level III Volleyball coach for the 2023 season. Motion carried unanimously.

Administrative Business:

APPROVE A-1 REFRIGERATION OF HIBBING ESTIMATE TO REPLACE 4 HEAT EXCHANGERS ON THE EXISTING MAKE UP OF AIR UNITS AT THE VAUGHAN STEFFENSRUD

Moved by Director Corradi Simon, supported by Director Rahja to approve the A-1 Refrigeration of Hibbing estimate to replace 4 heat exchangers on the existing make-up of air units at the Vaughan Steffensrud school. Motion carried unanimously.

APPROVE OPTION 2A DESIGN FOR THE GYMNASIUM

Moved by Director Rahja, supported by Director Corradi Simon to approve Option 2A design for the gymnasium. Motion carried unanimously.

APPROVE THE IRRR APPLICATION FOR 8 MILLION

Moved by Director Rahja, supported by Director Lappi to approve the IRRR application for \$8 million for eligible building projects identified in statute as energy efficiency, technology, infrastructure, health, safety, and maintenance improvements. Motion carried unanimously.

APPROVE THE ENGAGEMENT LETTER WITH STERLE AND CO. FOR THE PERFORMANCE OF THE FISCAL YEAR 2023 AUDIT

Moved by Director Corradi Simon, supported by Director Randa Sauter to approve the engagement letter with Sterle and Co. for the performance of the fiscal year 2023 audit. Motion carried unanimously.

APPROVE THE RESOLUTION TO ACCEPT DONATIONS

Moved by Director Corradi Simon, supported by Director Randa Sauter to approve the resolution to accept donations. Motion carried unanimously.

Discussion:

- MSBA Legislative Resolution
- Afterschool Care, 1 person hired

Information:

- Enrollment numbers

ADJOURN

Moved by Director Lappi, supported by Director Rahja to adjourn the meeting at 6:06 P.M. Motion carried unanimously.

Danielle Randa Sauter, clerk

DRS/lea

September 11th, 2023

Dear Superintendent Morrison and ISD 695 Board Members,

I am writing to inform you of my intention to resign from my position as Carpenter Shop / Bus Driver, effective two weeks from today, September 25th, 2023.

My career goals have changed since I started working here, and I feel that the time has come for me to pursue another opportunity that is more aligned with my new aspirations.

I appreciate the opportunities the district has given me during my time at Chisholm Public Schools.

Thank you,

Ryan Lucas

8/16/2029

I Ryan Bennett, am requesting a one-year leave from my current paraprofessional position.

This is to accommodate another position hired for Saint Louis County Schools.

Recommendation to Hire

Position: Job #240 Transportation Foreman

Posting duration: Posted-8/10/2023-8/16/2023

Advertising Location: Website, Indeed, word of mouth

Number of Qualified: 2

Licensed Applications: NA

Interview committee Names: Mike Fredeen, Ron Plante, Jake Landacre

Recommended for hire: Jessica Hannine

Supervisor: Mike Fredeen

Recommendation to Hire

Position: Job #254 Custodian/Bus Driver

Posting duration: Posted-9/15/2023-9/22/2023

Advertising Location: Website, Indeed, word of mouth

Number of Qualified: 2

Licensed Applications: NA

Interview committee Names: Mike Fredeen, Ron Plante, Jake Landacre

Recommended for hire: Jaden Jarmer

Supervisor: Mike Fredeen

AGREEMENT BETWEEN
INDEPENDENT SCHOOL DISTRICT 695
AND
FACILITIES & GROUNDS OPERATIONS SUPERVISOR
TERMS & CONDITIONS OF EMPLOYMENT

JULY 1, 2023 - JUNE 30, 2024

JULY 1, 2024 – JUNE 30, 2025

THIS AGREEMENT, ENTERED INTO BETWEEN THE BOARD OF
EDUCATION OF INDEPENDENT SCHOOL DISTRICT NO. 695,
HEREINAFTER REFERRED TO AS THE “EMPLOYER” AND, K. Michael
Fredeen, HEREINAFTER REFERRED TO AS THE “EMPLOYEE.” THE
EMPLOYEE IS HIRED AS AN “AT WILL” EMPLOYEE.

ARTICLE I PURPOSE OF AGREEMENT

Section 1.

A. Parties

This Agreement is entered into between the Independent School District No. 695, Chisholm, Minnesota (hereinafter referred to as the district) and employee. It is the intent and purpose of the parties hereto to set forth herein the basic Agreement covering rates of pay, hours of work, and selected condition of employment to be observed by the parties hereto. All terms used in this Agreement are subject to the laws of the State of Minnesota, Federal laws, Rules and Regulations of the State Board of Education, and valid rules, regulations and orders of the State and Federal governmental agencies, and the Rules and Regulations of I.S.D. #695. Any provisions of this Agreement herein found to be in violation of any such laws, rules, regulations, or orders shall be null and void and without force and effect.

B. Responsibilities of Parties

Each of the parties of this Agreement hereby acknowledges the rights and responsibilities of the other parties and agrees to discharge its responsibilities under this Agreement.

Section 2. Definitions

A. School District

For purposes of administering this Agreement, the term "School District" shall mean the School Board or its designated representative.

B. Employee

Reference to "administrator", "manager", "supervisor" or employee" in this agreement means Facilities & Grounds Operations Administrator, except in those cases where there is a clear distinction between the positions.

ARTICLE II DESCRIPTION & EMPLOYMENT

Section 1.

A. Description

The Facilities & Grounds Operations Supervisor shall report to the Superintendent of Schools. This position leads and develops staff, facilities and transportation team through accountability, communication, and a positive climate and culture. This position facilitates communication with key

stakeholders and ensures organizational coherence internally and externally. At times, this position requires a high degree of confidentiality. This position supervises and provides oversight of the Facilities & Grounds, Operations and Transportation Department, including all aspects of school construction, safety, fire safety, training, facility & grounds and equipment maintenance, equipment and land acquisition/disposition, facilities planning, policy adherence, worker's compensation, OSHA reporting, fix asset inventory, business office support, energy studies, and sustainability. This position ensures operations are efficient and that facilities & grounds are constructed and maintained to align with the needs of the district, in a fiscally responsible manner and following federal, state, and local guidelines. Other duties may be assigned as needed and directed by the Superintendent.

B. Duration

This contract is for a term of 2 years commencing on July 1, 2023, and ending June 30, 2025. It shall remain in full force and effect unless modified by mutual consent of the School Board, Superintendent and Administrator, or unless terminated as provided herein.

C. Hours of Work

The duty day is a basic eight (8) hour day including a 30 min lunch from 7:00am-3:00pm. The Superintendent will adjust hours as needed. Any hours worked for the week counts towards the required minimum 40 hours for the week. The employee conducting school business in meetings, conferences, or professional development shall be compensated as normal day worked.

D. Personnel Files

Pursuant to M.S. 122A.40, Subd. 15, as amended all evaluations and files relating to each individual employee shall be available during regular school business hours to each individual employee upon written request. The employee shall have the right to reproduce any of the contents of the files at the employee's expense and to submit for inclusion in the files written information in response to any material contained therein. Expungement proceedings shall commence within 20 days after the employee has knowledge of the inclusion in the employee's file of material the employee seeks to have expunged.

ARTICLE III SALARIES

Section 1. Schedule of Payment

The annual salary will be paid in twenty-four equal checks.

Facilities & Grounds Operations Administrator (52 weeks contract)

2023-24 \$87,000
2024-25 \$89,500

ARTICLE IV

Termination of employment due to discontinuance of position

A. Expiration / Termination

This contract shall expire at the end of the term specified in Section 1 hereof. At the conclusion of its term, neither party shall have any further claim against the other and the School District's employment of the Facilities Operations Manager shall cease, unless a subsequent contract is entered into in accordance with MN Stat. 123B.143, Subd. 1. In the event the School Board is contemplating not offering the Facilities & Grounds Operations Administrator a subsequent contract, the School Board shall give preliminary written notice of such intent not to offer a subsequent contract no later than February 1, 2025. The employee shall give 14 calendar days writing if deciding to terminate employment.

ARTICLE V

SICK LEAVE:

Section 1. Sick Leave

- A. 52-week employees will receive 24 days, which may be accumulated to a maximum of 180 days starting from the original date of employment.
- B. Sick leave can be used for self or direct members of the family. The Employer may require the Employee to furnish a medical certificate from the school health officer or from a qualified physician as evidence of illness indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to the eligibility for payment of the Employee for sick leave is reserved to the Employer if a medical certificate will be required, the Employee will be advised.

Section 2. Leaves of Absence

A. Personal Injury of Duty Leave

The employee, disabled as the result of a physical assault on their person related to school business will not be charged with loss of sick leave or personal leave benefits for the length of time required for recovery or for any reoccurrence thereof.

The employee will be granted full sick leave benefits for absences due to illness for self or family members, after starting work under contract, under the following conditions.

- a) Notification of absence will be sent to the Superintendent and/or Superintendent Secretary.
- b) In case the illness occurs during the period of the school contract while the employee is out of the city, or if a member is sent home by a local physician for an indefinite period for the purpose of recuperating from an illness or for the purpose of avoiding a more serious illness, then pay will be granted only when a physician's report is submitted to the Superintendent's office at the end of such absence.
- c) In case it is deemed necessary or advisable to leave town to consult a medical specialist, unless already under the care of a local physician, arrangements must be made in advance with the Superintendent's office for such absence.

B. Worker's Compensation

The Employer and the Employee agree to comply with the following Workmen's Compensation regulations. It is agreed that if the Employee of Independent School District No. 695 shall receive a compensable injury and have accrued benefits under either sick leave or vacation plan, the Employer shall pay the difference between the compensation received by the Employee and their regular monthly pay rate, same to be deducted from said accrued vacation or sick leave benefits; the School District will provide for the payments described in this section during the period of disability. It is understood that the additional payments made to the Employee over and above that paid by Workmen's Compensation shall not exceed the amount of credits which the Employee is entitled to from such accrued vacation or sick leave.

- C. The Employer agrees to pay for the entire physical examination, if required by law.

ARTICLE VI

Vacation/Paid Time Off

A. Vacation / Paid Time Off

For the 2023-25 term of the contract, the administrator shall earn 20 1/2 days' vacation annually. Up to 10 vacation days can be carried over into next year (July 1) or paid out at current rate of pay. Paid time off shall include: (New Years Eve, New Years Day, Presidents Day, Good Friday, Day After Easter, Memorial Day, June 19th, Independence Day, Labor Day, Veterans Day, Thanksgiving, Day After Thanksgiving, Christmas Eve, Christmas Day. If the administrator is

called out to work a holiday, they will be able to take a day off within the pay period of such holiday to compensate for working the holiday.

B. Civic Leave

If the administrator serves as a member on a board or in local civic organizations, they will be allowed to attend conferences, conventions, and meetings, without salary deduction. Arrangements should be made with the Superintendent in advance when absence from school is necessary. These roles are important, and their presence can help represent the district.

C. Serious Illness or Death in Immediate Family

Pay for absence due to serious illness or death in the immediate family may be allowed for a period not to exceed five days for the same member of the family in any one year. Time allowed will not be deducted from time allowed for sick leave. "Serious illness" is defined as life-threatening; e.g, emergency surgery, heart attack, etc. Samples of non-serious illness would be routine doctor visits where diagnostic tests are performed. The Superintendent or designee will interpret in cases of dispute with the building administrator. The district will allow one day for the death of an aunt or uncle of the employee. The "immediate family", or "permanent members of the immediate household" will ordinarily be interpreted as father, mother, brother, sister, wife, husband, or child; grandparents; grandchild; niece; nephew; significant other; mother-in-law or father-in-law; sister-in-law; brother-in-law; or guardian. In the case when a serious illness to a husband, wife, child, or grandchild or parent should exceed five days, an additional period not to exceed fifteen (15) days for the same member of the family in any one school year shall be granted. For each day absent beyond five days, a like number of days shall be deducted from the administrator's accumulated sick leave. Situations not explicitly defined under the above may be given special consideration by the central administration.

D. Personal Leave

Four (4) personal leave days shall be allowed for business, which cannot be conducted at any other time. One day (1) carryover will be allowed. These days may be taken in either full days or half-days with prior approval from the Superintendent. After two years of service the employee will qualify for Five (5) personal leave days.

E. Child Care Leave

a) The district shall grant maternity or childcare leave, without pay, to an employee who makes a written application for a leave for the purpose of providing prenatal or postnatal care to his/her natural-born or adopted child or children.

b) The employee may choose one of the alternative leaves as follows: G.

Parenting Leave

The employee, who desires to take a leave prior to and/or following disability as determined by their physician, shall submit a written application to the school district at least eight weeks prior to the estimated delivery date or the beginning of requested leave, whichever is earlier. The leave shall commence and terminate at dates agreed upon between the employee and the School District. Extensions of such leave may be made by mutual agreement between the employee and the School District. This will be leave without pay, and no use of sick leave during the period of leave will be allowed.

G. Child Care Leave – The employee may request a childcare leave by submitting a written request at least eight weeks prior to the desired time the leave is to begin, childcare leave.

H. Adoption - The employee may be granted up to 5 days, to be deducted from sick leave, for adoption procedures.

a) The School District will not be required to grant leave of longer than nine months, permit the member to return to his/her employment prior to the date assigned, or alter or abrogate any implication of M.S. 125.12.

b) Upon return from the above leaves, the member shall be reinstated to his/her original position or to a position of similar status and conditions. The continuing contract shall remain in effect, and the administrator shall retain all seniority, salary, benefit status and other advantages accrued prior to taking the leave. c) While on leave the employee shall be granted the opportunity to participate in group insurance programs at the employee's expense. d) The parties agree that the applicable periods of probation for members as set forth in Minnesota Statutes are intended to be periods of actual service, enabling the School District to have the opportunity to evaluate a member's performance.

I. Emergency Leave

Emergency and other leaves may be granted upon approval of the Superintendent of Schools or School District.

ARTICLE VII

Fringe Benefits

A. Group Insurance

Group insurance shall be granted in accordance with the School District's Plan for all contract employees with the following changes and/or additions:

B. Legal Liability

Professional liability insurance covering the defense settlement and supplementary payments resulting from civil action against a Unit member as a result of the performance of his/her duties shall be provided by the district. The School Board shall carry a general liability policy as required by Minnesota Statutes, but in an amount of not less than \$500,000 per occurrence and in addition thereto, and as a rider to said liability policy, shall also carry and pay for an errors and omissions policy covering each Unit member in an amount of not less than \$500,000 per occurrence, and a general \$1,000,000 umbrella policy.

C. Selection of Carrier

The selection of the insurance carrier and policy shall be made by the School District as provided by law.

ARTICLE VIII
INSURANCE BENEFITS

Current District-Wide Medical Benefits

Note: District and employee contribution toward medical health insurance premiums will be established prior to the September 1 annual renewal.

APPENDIX "A"

RETIRED AND DISABLED EMPLOYEE COVERAGE

A. Retiring employees hired after January 1, 2016, who are qualified by P.E.R.A requirements (age plus years of service) must either have served the School District for at least 15 years, or otherwise have 20 years of service or more with the School District immediately prior to retirement in order to qualify for the retiree plan.

Effective September 1, 2019 Veba/ Retiree Hospital/Medical Benefits shall be as follows:

**SCHEDULE E
VEBA MEDICAL
RETIREE HOSPITAL/MEDICAL BENEFITS
Effective rates as of 9/1/2021**

	Total	District Share	Employee Share
Family 65-	\$2,091.00	\$1,247.17	\$843.83
Single 65-	\$851.50	\$613.25	\$238.25
Single RE Dependent	\$851.50	\$458.50	\$393.00

**GROUP PLATINUM BLUE
RETIREE/MEDICARE ELIGIBLE HOSPITAL/MEDICAL BENEFITS
Effective rates as of 1/1/2022**

	Total	District Share	Employee Share
Retired Employee	\$130.00	\$100.50	\$29.50
Retired Emp Dependent	\$130.00	\$64.50	\$65.50
RE Widow/Widower	\$130.00	\$0	\$130.00

**(Any increases would be a 50/50 split.)
PRE-MACRA RETIREE/MEDICARE ELIGIBLE HOSPITAL/MEDICAL
BENEFITS
Effective rates as of 1/1/2022**

Total	District Share	Employee Share
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Retired Employee	\$254.00	\$162.50	\$91.50
Retired Employee Dependent	\$254.00	\$126.25	\$127.75
RE Widow/Widower	\$254.00	\$0.00	\$254.00

(Any increases would be a 50/50 split.)

**POST MACRA SENIOR GOLD/MEDICARE ELIGIBLE HOSPITAL/MEDICAL
BENEFITS**

Effective rates as of 1/1/2022

	Total	District Share	Employee Share
Retired Employee	\$236.50	\$153.75	\$82.75
Retired Employee Dependent	\$236.50	\$117.75	\$118.75
RE Widow/Widower	\$236.50	\$0	\$236.50

RETIREE/MEDICARE ELIGIBLE GROUP PRESCRIPTION PLAN (BLUE RX)

Effective rates as of 1/1/2022

	Total	District Share	Employee Share
Retired Employee	\$178.00	\$110.50	\$67.50
Retired Emp Dependent	\$178.00	\$88.50	\$89.50
RE Widow/Widower	\$178.00	\$0	\$178.00

RETIREE/MEDICARE ELIGIBLE PRESCRIPTION RATES AS FOLLOWS:

\$0, \$20, \$40, \$60, 25%

GAP		NO
DEDUCTIBLE		N/A
LEVEL 1	FORMULARY GENERIC	\$0
LEVEL 2	FORMULARY PREFERRED BRAND	\$20
LEVEL 3	FORMULARY BRAND	\$40
LEVEL 4	SPECIAL TIER	\$60
SUPPLEMENTAL DRUGS		25%
FORMULARY		4-LEVEL

B. All retirees qualifying under Section (A) and dependents eligible for parts A or B Medicare, or both, shall enroll in those parts of Medicare for which they are eligible and shall be offered a supplemental plan to Medicare which will make their level of benefits equal to the benefits of an active employee. The district and retiree shall split premium increases 50/50. Effective January 1, 2008 a new supplemental plan shall be offered to a qualifying retirees and their dependents. Each qualifying individual will carry a single supplemental plan covering both medical and prescription coverage. Conditions governin the new supplemental coverage include:

- a) All increases in both medical and prescription coverage will be split 50/50.
- b) This is the plan for all future retirees covered by medical/retiree insurance.

C. Retirees, as defined in Section (A) above, and/or their dependents that are not eligible for Medicare, shall be continued on the active group level of benefits. The School

District will contribute towards single and family coverage in accordance with the active employee Hospital/Medical Benefits Schedule. The district and retiree shall split premium increases 50/50.

D. Part-time employees who are eligible as active employees for hospitalization and medical insurance coverage shall qualify for the retiree plan.

E. The retired employee shall monthly remit to the School District Business Office that portion of the premium for which he/she is liable prior to the due date. Failure to comply with such procedure shall result in a termination of the plan for such employee.

F. Retiring employees not eligible for Medicare must have served the School District for at least 15 continuous years immediately prior to retirement in order to qualify for the following plan:

1. Retirees who are forced to leave for medical reasons shall be continued on the active level of benefits. The School District will contribute towards single and family coverage. The district and retiree shall split premium increases 50/50.

2. The School Board reserves the right to determine the eligibility of the employee applying for this benefit.

G. Each retiree, upon retirement, shall be given a copy of the rules for hospital and medical insurance coverage for retired employees.

Article IX
EMPLOYMENT AT WILL

Employee's position with the District is as an At-Will Employee. This employment agreement may be terminated by either party, by providing two weeks advance written notice to the other party.

IN WITNESS HEREOF, the parties have executed this Agreement as follows and prorated to July 1, 2023:

For Non-Aligned Unit: For School District #695:

Kent Michael Fredeen

Date

Chairman of the Board

Clerk of the Board

Dated this _____ day of August 2023

Dated this _____ day of August 2023

MOU between ISD #695, Chisholm Public Schools and Education Minnesota Chisholm, Local #1276 concerning the duties, responsibilities, and payment for the position of Activities Director

DUTIES AND FUNCTIONS:

The Activities Director (AD) oversees all extracurricular activities, both boys and girls, within the school system. The AD is directly responsible for the financial operation of the entire sphere of the extracurricular programs. Duties/responsibilities of the AD will include, but not be limited to:

1. Be responsible to the Superintendent, High School Principal and Business Manager for the administration and supervision of the interscholastic athletic program for the District, and will report to the High School Principal as direct supervisor.
2. Be responsible for the scheduling of all athletic contests coordinating the program with other activities. The AD is to contact and select game officials and sign contracts following procedures set forth by the business department.
3. Monitor each participant's compliance with all requirements set forth by the MSHSL and school policies. The AD shall be responsible for developing and sending eligibility reports for all sports according to the High School League requirements.
4. Be responsible for the purchase, inventory, and care of all athletic equipment and supplies. A system of current inventory, issuing, and checking in and storage of equipment and supplies will be kept. These duties may be delegated to coaches, but it is still the AD's ultimately responsibility to maintain these records.
5. Be responsible for the following tasks:
 - a) Develop an athletic budget in collaboration with the Business Office
 - b) Recommend purchases on large equipment items
 - c) Approve supplies and other equipment orders for all sports
 - d) Follow state guidelines when soliciting bids for large ticket items
 - e) Keep all staff informed of any changes to Minnesota State High School League rules and policies
6. Attend all mandatory meetings called by the MSHSL
7. Enforce infractions of rules and regulations as established by the MSHSL and school policies regarding eligibility and training rules. These rules and regulations will be made available to all participants.
8. Be responsible for all athletic award purchases, inventory, and distribution. The AD shall develop and publish award standards and coordinate the award ceremonies.
9. Make arrangements for away games and events in regard to transportation and school representation at regional contests.
10. Establish a system of keeping records of individual and team athletic accomplishments including keeping the "Black Activities Book" up to date.
11. Develop an effective system of communication in getting notices to the public on upcoming and past events.

12. Be involved in the selection process of the school's coaching staff and is responsible for evaluation of coaches. Coaches are directly responsible to the athletic director as their immediate supervisor.
13. Handle all ticket sales under the supervision of the Business Manager.
14. Make recommendations on athletic facilities, including rental agreements for non-school facilities, and for upkeep and repair of such facilities. He/she shall also advise the School Board as to the use of such facilities.
15. Ensuring sound bookkeeping procedures used throughout all athletic programs.
16. Be responsible for handling all aspects of home games; such as, but not limited to:
 - a) Scheduling games and notification of teams
 - b) Hiring game officials
 - c) Ensuring proper dressing quarters for officials
 - d) Providing supervision of all home events
 - e) Assigning workers for all events
 - f) Printing programs for events
17. Be responsible for all aspects of the Student Activity Funds, including but not limited to deposits for game ticket sales.
18. Be responsible for any and all contracts that have to do with clubs, activities, and athletics with regard to any and all athletic uniforms and equipment, trainers, ambulance services, software programs for stats, and any other related contracts.
19. Be responsible for planning the annual Athletic Banquet.
20. Other related duties and responsibilities as assigned by the District Administration, including student supervisory duties during the school day.

ADDITIONAL ASPECTS OF THIS MOU IN REGARD TO THE POSITION OF AD:

- This MOU will be effective immediately upon approval and signing by both parties and will be retroactive to July 1, 2023.
- For the duration of the 2023-2025 Master Agreement, the position of Activities Director will be filled by a teacher member of the Bargaining Unit covered by the Exclusive Representative, Education Minnesota, Chisholm; and will retain all previously held rights to FTE and position at the expiration of this Memorandum of Understanding.
- Although the AD is not expected to be at every home game, he/she is ultimately responsible for its supervision and the ultimate success and conduct of the event.

Compensation for the position of Activities Director:

- As a member of the teacher's bargaining unit, the AD will receive the following compensation:
 - For the 2023-2024 school year, the AD position will be considered a 1.0 FTE position with no regular classroom instruction.
 - The position will be compensated at the individual's appropriate current step and lane of the salary schedule.
 - In addition, the AD will be compensated for an additional ten days of work at the individual's daily rate of pay.
 - The AD will also be compensated \$75 for each extra-curricular event in which the AD supervises.
- The FTE of the position may be modified by the District for the 2024-2025 school year based on District needs and priorities. In the event that the position is reduced to less than 1.0 FTE, compensation will be negotiated by the Exclusive Representative and the District in a successor MOU. If the position remains at 1.0 FTE for the 2024-2025 school year, the compensation will continue as outlined above for the 2024-2025 school year.

This MOU will expire on June 30, 2025 but may be modified or renewed with the consent of both the undersigned parties.

signed:

For Education Minnesota Chisholm

for ISD #695, Chisholm Public Schools

(Head Negotiator / Local President) (date)

(Superintendent of Schools) (date)

(School Board Chairperson) (date)

QUOTE



2385 Troop Drive #204, Sartell, MN 56377

QUOTE #	TCLQ14215
DATE	Sep 11, 2023

Quoted For:

Joe Phillips
 Chisholm Public Schools
 300 SW 3rd Ave
 Chisholm, MN 55719
 Phone (218) 966-2087

Prepared By:

Heather Calhoun
 320-230-2020 x1010
 heatherc@techcheckusa.com

Account Executive	P.O. Number	Payment Terms	Quote Expiration
Heather Calhoun		Net 30	Oct 11, 2023

QTY	Part Number	Description	Unit Price	Extended Price
HPE DL360 G10 Server Hardware (2) Xeon Silver 4208 Processors 256GB Ram (4) 1.2TB SAS Drives				
1	06NR67	HPE ProLiant DL360 G10 1U Rack Server 1 x Intel Xeon Silver 4208 2.10 GHz HPE Broadcom MR416i-a Controller 32 GB RAM Pre-Installed Serial ATA 12Gb/s SAS Controller Gigabit Ethernet - 4 Port 8 x SFF Bay(s) / Hot Swappable Bays 1 x 800 W	\$2,170.95	\$2,170.95
1	6MD571	HPE Intel Xeon Silver 4208 Octa-core (8 Core) 2.10 GHz Processor	\$801.88	\$801.88
6	6MD564	HPE SmartMemory 32GB DDR4 SDRAM Memory Modules 32 GB (1 x 32GB) - DDR4-2933/PC4-23466 DDR4 SDRAM	\$389.65	\$2,337.90
4	9DR327	HPE 1.20 TB Hard Drive - 2.5" Internal - SAS (12Gb/s SAS) - Server Device Supported - 10000rpm	\$279.09	\$1,116.36
2	6VA015	HPE 480GB Solid State Drive 2.5" Internal - SATA (SATA/600) (For OS/VMware Install)	\$265.77	\$531.54
1	1BC696	HPE Trusted Platform Module 2.0 Kit (Required for MS Server 2022)	\$91.25	\$91.25
1	1BC694	HPE 800W Flex Slot Platinum Hot Plug Power Supply (Redundant Power Supply / Requires power cord)	\$147.45	\$147.45
2	AF556A	HP Standard Power Cord - 6ft	\$11.00	\$22.00
1	9CQ165	HPE Pointnext Tech Care Basic / Five Year Extended Warranty 9 x 5 x Next Business Day - On-site - Maintenance - Parts & Labor	\$2,625.83	\$2,625.83
1	TC7725	HPE Integrated Lights-Out Advanced Pack	\$193.24	\$193.24

QTY	Part Number	Description	Unit Price	Extended Price
HPE DL360 G10 Server Software				
Vmware vSphere 8 Essentials Kit				
1	08NR49	Vmware vSphere v. 8.0 Essentials Kit for Academic Use Licensing for up to (3) Host / With Up to (2) Processors per Host Includes vCenter and (6) CPU's of vSphere	\$306.00	\$306.00
Vmware Essentials Kit Support for (3) Years				
1	08NR45	Vmware vSphere v. 8.0 Essentials Kit Subscription (Required) 3 Year - Academic Use - Version Upgrades - Does not include TAC	\$107.00	\$107.00
Microsoft Open Value for Academic Program For Server 2022 Standard with CAL's				
2	9EM-00771	Microsoft Server 2022 Standard 16 Core License Packs Licensing Agreement for One Server with (2) processors and (4) Total VM's	\$492.00	\$984.00
<p>Open Value is 3 year contractual program that includes software assurance. (version upgrades) It is a program requirement that the customer e-sign the eAgreement prior to receiving licensing. After the three year program you own your licenses and SA is optional. All Open Licenses are contained in the Volume license service center.</p>				
10	R18-05962	Microsoft Staff User CAL's (Client Access Licenses) *Server CALs are required to authenticate to server	\$18.00	\$180.00
Professional Services				
1	TCLB-001	Tech Check Professional Services to Include: -Installation and Configuration of (2) HPE Servers -Installation of Server 2022 -Installation of VMware -Migrate Active Directory/Domain Controller from Windows Server 2012 to Server 2022 -Migrate PowerSchool from Windows Server 2012 to Server 2022 -Follow-up training as needed after the migration *We will still burn in the server in our office, but all migration is to be done onsite*	\$4,486.00	\$4,486.00

SUBTOTAL	\$16,101.40
SALES TAX	\$0.00
SHIPPING	\$0.00
TOTAL	\$16,101.40

Notes

Please contact me if I can be of further assistance.

Prices subject to change - Prices based upon total purchase. A minimum 20% restocking fee with original packaging will be charged for all returns. Payment is due within 30 days from the date of invoice. All software and hardware will be invoiced at the time of delivery to the customer. Professional Services are due at the scheduled date of progress or completion of installation.

Chisholm Independent School District 695

Coverage Effective Start Date: 01/01/2024
 Coverage Effective End Date: 12/31/2024

Group Medicare Employer Plan and Rate Information

Underwriter: Hesperheide, Brooke
 Account Manager: Cotton, Stephanie
 Total Members: 93

Renewal

Current Plans

2023 Premium Rate Per Member Per Month

	Pre-MACRA	Medical	Drug	Pre-MACRA Total	Post-MACRA Total
1) Group Medicare Supplement Group Senior Gold		\$269.00	N/A		
Group Medicare PDP \$0/\$20/\$40/\$60		\$251.50	\$179.00	\$448.00	\$430.50
2) Group Medicare Cost Platinum Blue A		\$139.00	N/A		
Group Medicare PDP \$0/\$20/\$40/\$60			\$179.00	\$318.00	N/A

Renewal Plans

2024 Premium Rate Per Member Per Month

	Pre-MACRA	Medical	Drug	Pre-MACRA Total	Post-MACRA Total	Renewing Plan Design?	
1) Group Medicare Supplement Group Senior Gold		\$282.50	N/A			Yes	No
Group Medicare PDP \$0/\$20/\$40/\$60		\$262.50	\$187.50	\$470.00	\$450.00		
2) Group Medicare Cost Platinum Blue A		\$139.00	N/A				
Group Medicare PDP \$0/\$20/\$40/\$60			\$187.50	\$326.50	N/A		



Group Medicare Renewal Acceptance Form

Client Number: 207119

Servicing Year: January 1, 2024 - December 31, 2024

Underwriter: Hesperheide, Brooke
Account Manager: Cotton, Stephanie

Thank you for choosing Blue Cross Blue Shield of Minnesota (BCBSMN) for your employees' health care benefits. We appreciate the opportunity to service you and your employees.

I am authorized to certify that the information provided is complete and accurate to the best of my knowledge. I understand that the information provided will be relied upon by BCBSMN. BCBSMN may have the right to not renew coverage if my company does not meet participation requirements as stated in my contract.

Contact Name: _____

Email Address: _____

Phone: _____

Printed Name: _____

Signature: _____

Date: _____

Please select your plan option(s) and complete this form. Return all information to your BCBSMN Account Manager no later than 10/13/2023.

The 2024 Group Medicare Renewal Bulletin provides a summary of important plan updates, timeline of required renewal communications that Blue Cross mails to retirees, and other updates.

Group Medicare Plans:

- Group Medicare Supplement (Group Senior Gold)
- Group Medicare Supplement (Group Plan N with Copayments)
- Group Medicare Supplement (Group Plan L Enhanced)
- Group Medicare Supplement with High Deductible (High Deductible Plan)
- Group Platinum Blue (Cost)
- Group Medicare Advantage Plan (MA only PPO)
- Group Medicare Advantage Plan with Part D (MAPD PPO)
- Group MedicareBlue Rx (PDP)

Plan	2024 Renewal Plan Updates
<p>Group Medicare Supplement Group Senior Gold</p> <p>Group Medicare Supplement with High Deductible</p>	<p>These Medicare Supplement plans will require the continued administration of the Pre/Post MACRA plans and rates.</p> <p>What is MACRA? The federal Medicare Access and CHIP Reauthorization Act of 2015 (MACRA) included language that prohibits coverage of the Medicare Part B deductible by Medicare Supplement plans for “newly eligible individuals”. This is a federal change that impacted all states and is not limited to Minnesota.</p> <p>Retirees enrolled in Medicare Part A after 1/1/2020 are required to pay the annual Medicare Part B deductible. This is subject to change each calendar year.</p>
<p>Group Medicare Supplement Group Senior Gold Post MACRA</p> <p>Plan N with Copayments</p>	<p>Annual Medicare Part B deductible is \$226 and subject to change effective 1/1/2024.</p>
<p>Group Medicare Supplement Enhanced Plan L</p>	<p>Annual out-of-pocket maximum is \$3,470 and is subject to change effective 1/1/2024.</p>
<p>Group Medicare Supplement High Deductible</p>	<p>High Deductible amount \$2,700 is subject to change effective 1/1/2024.</p>

Plan	2024 Renewal Plan Updates															
Group Platinum Blue (Cost)	<p>NO CHANGE to 21 County Service area.</p> <p>Benefit Changes:</p> <p>Over the Counter Benefit Eligible items can now purchase items at a CVS pharmacy store Excluding Target, Schnucks and select other CVS Pharmacy locations. cvs.com/otchs/bcbsmn/storelocator</p> <table border="1" data-bbox="467 506 1393 1003"> <thead> <tr> <th>Plans</th> <th>Benefit</th> <th>Current</th> <th>2024 change</th> </tr> </thead> <tbody> <tr> <td>All</td> <td>Routine eye exam</td> <td>Two (2) non-Medicare covered eye exams</td> <td>One (1) non-Medicare covered eye exams</td> </tr> <tr> <td>Plan B Plan C</td> <td>Rebatable drugs and insulin used in a pump</td> <td>20% coinsurance</td> <td>Rebatable drugs may be subject to a lower than 20% coinsurance. Insulin in a pump is subject to \$35 cap</td> </tr> </tbody> </table>				Plans	Benefit	Current	2024 change	All	Routine eye exam	Two (2) non-Medicare covered eye exams	One (1) non-Medicare covered eye exams	Plan B Plan C	Rebatable drugs and insulin used in a pump	20% coinsurance	Rebatable drugs may be subject to a lower than 20% coinsurance. Insulin in a pump is subject to \$35 cap
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Group Medicare Advantage Plans	<p>Benefit Changes:</p> <p>Over the Counter Benefit Eligible items can now purchase items at a CVS pharmacy store Excluding Target, Schnucks and select other CVS Pharmacy locations. cvs.com/otchs/bcbsmn/storelocator</p> <table border="1" data-bbox="467 1367 1485 1818"> <thead> <tr> <th>Plan</th> <th>Benefit</th> <th>Current</th> <th>2024 change</th> </tr> </thead> <tbody> <tr> <td>All Plans</td> <td>Routine eye exam</td> <td>Two (2) non-Medicare covered eye exams</td> <td>One (1) non-Medicare covered eye exams</td> </tr> <tr> <td>All Plans</td> <td>Meal benefit</td> <td>Provides up to 2 meals a day up to 28 days following a qualified inpatient hospital stay</td> <td>Provides up to 2 meals a day up to 14 days following a qualified inpatient hospital stay</td> </tr> </tbody> </table>				Plan	Benefit	Current	2024 change	All Plans	Routine eye exam	Two (2) non-Medicare covered eye exams	One (1) non-Medicare covered eye exams	All Plans	Meal benefit	Provides up to 2 meals a day up to 28 days following a qualified inpatient hospital stay	Provides up to 2 meals a day up to 14 days following a qualified inpatient hospital stay
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	<p>Classic (MAPD) Value (MAPD) Select (MAPD) Standard (MA only)</p>	Rebatable drugs and insulin used in a pump	20% coinsurance	Rebatable drugs may be subject to a lower than 20% coinsurance. Insulin in a pump is subject to \$35 cap
	<p>Classic (MAPD) Value (MAPD) Select (MAPD) Standard (MA only)</p>	Primary Office Visit	\$10 copay	\$0
	<p>Select (MAPD) Standard (MA only)</p>	Inpatient Hospital	\$200 copay	\$150 copay
	<p>Premier (MAPD)</p>	Out-of-Network Cost Sharing	\$0	20%
<p>Medicare Advantage Plan Classic with Rx 1 (MAPD) and Premier with Rx 3 (MAPD)</p>	<p>New Benefit</p> <p>Preventive dental: Retiree pays \$0</p> <p>2 exams 4 routine cleanings or periodontal cleanings 1 set of x-rays 2 fluoride treatments</p> <p>Annual plan maximum of \$1,000. Cost shown is the amount you pay for in-network and out-of-network providers. When you receive services from out-of-network dental providers, you are responsible for the difference between the allowed amount and the billed charge. Plan excludes coverage for cosmetic dental services. Covered services are subject to time specific and lifetime plan maximums.</p>			
<p>Group MedicareBlue Rx (PDP)</p>	<p>Administrative Service Vendor</p> <ul style="list-style-type: none"> • Moving from TMG to RAM: Process Administration • Customer Service locations all over the United States <p>Process impact</p> <ul style="list-style-type: none"> • Enrollment Applications – New fax number and mailing address 			
<p>All Medicare Part D plans</p>	<p>Benefit Changes</p> <ul style="list-style-type: none"> • Additional mail order pharmacies; Kroger and Costco • Current mail order pharmacies: Alliance Rx, Amazon and Express Scripts 			

Group MedicareBlue Rx and Medicare Advantage Plans with Part D (MAPD)	<ul style="list-style-type: none"> • Once you are in the Catastrophic Coverage Stage the plan pays the full cost for your covered Part D drugs. • Excluded drugs covered under our supplemental drug list, you will continue to pay 25% coinsurance. • Starting in 2023, insulin is capped at \$35 copay and vaccines* \$0 copay on certain immunizations <ul style="list-style-type: none"> • Shingles • RSV • Tetanus/diphtheria (Td) • Tetanus, diphtheria, and pertussis (whooping cough) (Tdap) • Hepatitis A • Hepatitis B, if you're at low risk for the virus <p>Also, Medicare still covers flu shots, COVID-19 vaccines, and pneumococcal shots.</p>
Additional updates	Employer groups are required to notify their retirees of the 2024 rate changes by December 1, 2023.

Blue Cross prepares the following required plan renewal communications:

TYPE	WHEN	RETIREE WILL RECEIVE
Medical Medicare Advantage (PPO) medical only/medical with Part D coverage	15 days prior to either your open enrollment start date or your next plan year effective date	<ul style="list-style-type: none"> • Annual Notice of Changes • Important Plan Documents Flyer with applicable information on how to locate the Evidence of Coverage, provider directory, pharmacy directory, formulary • Low-income subsidy (LIS) for qualifying members who receive extra help to pay for costs (MAPD only)
Group Platinum Blue (Cost)	By September 30, 2023	<ul style="list-style-type: none"> • Annual Notice of Changes • Important Plan Documents Flyer with applicable information on how to locate the Evidence of Coverage, provider directory, pharmacy directory, formulary

<p>Prescription drug</p> <p>Group MedicareBlue Rx (PDP)</p>	<p>15 days prior to either your open enrollment start date or your next plan year effective date</p>	<ul style="list-style-type: none"> • Annual Notice of Changes • Schedule of Coverage and Limitations • 2024 Group MedicareBlue Rx Formulary • 2024 Group MedicareBlue Rx Supplemental drug List • Insert on how to obtain a Pharmacy Directory, Formulary and Evidence of Coverage • Low-income subsidy (LIS) for qualifying members who receive extra help to pay for costs
<p>Medical</p> <p>Group Senior Gold / High Deductible (Plan F) / Plan N / Plan K / Plan L</p>	<p>November</p>	<ul style="list-style-type: none"> • Renewal Letter

