

Chisholm School District School Board Meeting Agenda

Monday, May 13, 2024 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. Reports | |
| V. Consent Agenda | |
| A. Minutes of the April 22, 2024, Regular Meeting. | 4 |
| Minutes of the April 24, 2024, Safety Committee Meeting. | |
| Payrolls for the Month of April 2024 in the amount of \$695,881.69. | |
| Accounts Payable for the Month of April 2024 in the amount of \$514,074.11. | |
| Attachments: | |
| Safety Committee 4.24.2024 minutes | 4 |
| SBM 4/22/2022 | 6 |
| Payrolls for the month of April | 8 |
| April 2024 AP | 9 |
| VI. Approve Agenda | |
| VII. Action Agenda | |
| A. Motion to approve the hiring of Morgan Anderson to Job #266 | 15 |

| | |
|---|----|
| Payroll/HR Specialists, effective May 13, 2024. | |
| Attachments: | |
| HR specialist Contract | 15 |
| Recommend to hire Morgan Anderson | 24 |
| | |
| B. Motion to approve the Payroll/Hr Specialist Contract of Morgan Anderson for the period of May 13, 2024, through June 30, 2025. | 25 |
| Attachments: | |
| Payroll/HR Specialist Contract | 25 |
| | |
| C. Motion to approve the Business Manager contract of Noah Kaczor for the period of June 3, 2024 through June 30, 2025. | 34 |
| Attachments: | |
| N. Kaczor BM Contract 2024-2025 | 34 |
| | |
| D. Motion to approve the hiring of Chelsea Winans to Job #268 Elementary Instructor, effective August 26, 2024. | 42 |
| Attachments: | |
| Recommend to hire Chelsea Winans (1) | 42 |
| | |
| E. Motion to approve the hiring of Rose Schnortz to Job #245 Licensed School Nurse and CNA/Medical Career Instructor, effective August 26, 2024. | |
| F. Motion to approve Nicholas Milani's request to begin the Educational Administration and Leadership Program at St. Mary's State University in the fall of 2024. | 43 |
| Attachments: | |
| N. Milani Administration Coursework Request | 43 |
| DOC050624 (2) | 44 |
| | |
| G. Motion to accept the resignation of Jessica Trunnell, Level III Volleyball Coach, effective May 3, 2024. | 46 |
| Attachments: | |
| J. Trunnell Resignation | 46 |
| | |
| H. Motion to approve National Bank of Commerce as a school district depository. | |
| I. Motion to approve the purchase of two Tubas for the band department in the amount of \$10,350.00 as presented. | 47 |
| Attachments: | |
| Chisholm -tuba bid 4-25-24 | 47 |
| | |
| J. Motion to approve the resolution to accept donations. | 48 |
| Attachments: | |

VIII. Discussion

IX. Information

A. MSBA Information

May Enrollment Numbers

49

Attachments:

MSBA Info

May 2024 Enrollment

49

51

X. Adjourn



ISD # 695 Safety Committee Meeting



April 24, 2024 3:15pm

Present: Cindy, Mike, Joe P., Lynette, Stephanie, Ron

Members: Cindy Rice, Mike Fredeen, Brian Hake, Karla Winter, Joe Phillips, Tim Provinzino, Lynette Purdy, Teresa Allen, Robbi Albert, Greg Stish, Stephanie Jensen, Travis Vake, Nick Hill, Ron Plante, Jaden Jarmer, Joe Novak

Agenda w/ Minutes:

1. Order Red staff parking passes. Blue student parking passes. Students will have to park on 2nd avenue SW school side going forward. Staff are to park in HS and CE parking lots. Will be blocking of 4th St and 3rd Ave during school to allow kids to play out in front of CE during 24'-25' school year.
2. IEA completed the IAQ Walkthrough of the schools on April 9th.
3. IEA did some asbestos wall sampling at the VS. Came back negative.
4. Construction has started on 5th St SW causing some congestion on east end of school. Please take caution when coming and going from work.
5. Groundbreaking ceremony May 28th 3:15p. Contractors will start fencing and breaking ground June 3rd. Be aware of construction when coming and going. Use door 6 of High School.
6. Received a donation of safety goggles from Innovative Solutions.
7. Hoist/strap/fall protection/hoop inspection and kitchen fire hood inspections scheduled for June.
8. Tornado drill review: Need to add whether to open or shut windows/doors. Go to the side of school your class is on to same side of gym in CE. Also look at splitting HS 3rd floor to half to Mrs. Purdy's room and other half to other spot as it was congested in the room.
9. SFM did a site review and sent training resources.

Additional items:

Plan for parking spot when Blood Donor Bus comes next year.



ISD # 695 Safety Committee Meeting



Meetings: Quarterly meetings to be held January, April, August & October. The next safety meeting will be counted as the Welcome Back Day in August when annual safety training is done.

Adjourn: 3:44pm

April 22, 2024

The Regular Meeting of the School Board, Independent School District No. 695, was called to order at 5:01 P.M. on April 22, 2024, in the Elementary Board Room. Members present: Directors Randa Sauter, Rice, Corradi Simon, Lappi, Rahja and Chair Casey.

Public Comment: None

Recognition of Guests and Visitors: InGensa presented the final bid results.

Reports:

Principal Winter addressed the board regarding the following: PE will be offered 5 days/week at the VS and 4 days/week at the CE for 25 minutes, Band information night for 45th grade, MCA Math and Reading completed, will start Science next week, Will do Fastbridge testing mid-May, Planned family engagement activities for Check and Connect and Title, Field Day for CE and VS is being planned, and the SMART program is very beneficial.

APPROVE AGENDA

Moved by Director Lappi supported by Director Corradi Simon to approve the April 22, 2024, agenda with the following additions: add item D under Administrative Business. Motion carried unanimously.

APPROVE CONSENT AGENDA

Moved by Director Randa Sauter supported by Director Rice to approve the consent agenda which consists of the Minutes from the April 8, 2024, Regular meeting and the following for the Month of March 2024, Payrolls in the amount of \$671,754.23 and Accounts Payable in the amount of \$505,982.22. Motion carried unanimously.

Administrative Business:

APPROVE BIDS AS PRESENTED BY INGENSA AND PROCEED WITH ISSUING CONTRACTS

Moved by Director Corradi Simon, supported by Director Lappi to approve bids as presented by InGensa and proceed with issuing contracts. Motion carried unanimously.

APPROVE RESOLUTION INCREASING DISTRICT SUPERINTENDENT SPENDING AUTHORITY

Moved by Director Corradi Simon supported by Director Rice to approve increasing District Superintendent spending authority by up to \$50,000, not to include change orders to the construction project. Being a resolution, a roll call vote was taken and carried as follows:

For: Director Randa Sauter, Rice, Corradi Simon, Lappi, Rahja and Chair Casey

Against: None

Abstain: None

APPROVE THE RESOLUTION TO ACCEPT DONATIONS

Moved by Director Corradi Simon supported by Director Randa Sauter to approve the resolution to accept donations. Being a resolution, a roll call vote was taken and carried as follows:

For: Director Randa Sauter, Rice, Corradi Simon, Lappi, Rahja and Chair Casey
 Against: None
 Abstain: None

HIRE NOAH KACZOR

Moved by Director Corradi Simon supported by Director Lappi to approve the hiring of Noah Kaczor to Job #266 Business Manager, effective approximately May 20, 2024. Motion carried unanimously.

Discussion: None

Information:

- ESST update
- MDE Corrective Action Plan for Fiscal Year 2023
- Enrollment numbers

ADJOURN

Moved by Director Lappi supported by Director Randa Sauter to adjourn the meeting at 5:35 P.M. Motion carried unanimously.

DANIELLE RANDA SAUTER, CLERK

DRS/lea



CHISHOLM
I.S.D. 695

300 3rd Ave. SW
Chisholm, MN 55719
Tel: (218) 254-5726
Fax: (218) 254-3741
Web: chisholm.k12.mn.us

Mark C. Morrison
Superintendent

Brian Hake
7-12 Principal

Karla Winter
Pre K-6 Principal

Jennifer Crotteau
Counselor

Travis Vake
Activities Director

Mike Fredeen
Building & Grounds
Supervisor

May 13, 2024

To: Mark Morrison
Superintendent

The following is a summary of payrolls for the month of April.

April Payrolls

| | | |
|-------|------------|---------------|
| April | 15 payroll | \$ 325,214.02 |
| April | 30 payroll | \$ 370,667.67 |

| | | |
|----------------|--|---------------|
| Total Payrolls | | \$ 695,881.69 |
|----------------|--|---------------|

Alex Kaczor
Business Manager
AK:kk

Summary of Payments Issued:

| | |
|-------------------------------|-----------------|
| April Accounts Payable Checks | \$513,601.61 |
| April Accounts Payable Wires | <u>\$472.50</u> |
| Total Accounts Payable | \$514,074.11 |

ISD 695-Chisholm
Void Payment Listing with Detail

| Batch | Co | Pmt No | Bank | Check No | Pmt Dt | Type | Grp Code | Rcd | Vendor | Curr | Print | Recon | Void | You No | Period | Void Dt | Amount |
|-------|----|--------|------|----------|--------|------|----------|-----|--------|------|-------|-------|------|--------|--------|---------|--------|
|-------|----|--------|------|----------|--------|------|----------|-----|--------|------|-------|-------|------|--------|--------|---------|--------|

ISD 695-Chisholm Payment Reg by Bank and Check

| Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Tax Class | Print | Recon | Void | Pay/Void Date | Amount |
|------|-------|--------|----------|----------|----------|-----|----------------|-----------|-------|-------|------|---------------|--------|
| 10 | | 38427 | | Wire | 1 3881 | R1 | WEX HEALTH INC | | No | No | No | 04/30/2024 | 236.25 |
| 10 | | 38428 | | Wire | 1 3881 | R1 | WEX HEALTH INC | | No | No | No | 04/30/2024 | 236.25 |

Bank Total: \$472.50

Report Total: \$472.50

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 | 38361 | 80624 | Check | 1 | 2896 | 321 ART STUDIO | Yes | No | No | USD | 04/16/2024 | 70.00 |
| | | 38416 | 80687 | Check | 1 | 4103 | ALEXIA CHAMPA | Yes | No | No | USD | 04/24/2024 | 50.00 |
| | | 38417 | 80688 | Check | 1 | 4104 | ALEXIS SERBUS | Yes | No | No | USD | 04/24/2024 | 50.00 |
| | | 38388 | 80672 | Check | 1 | 2423 | AMAZON CAPITAL SERVICES | Yes | No | No | USD | 04/17/2024 | 6,099.16 |
| | | 38390 | 80673 | Check | 1 | 2423 | AMAZON CAPITAL SERVICES | Yes | No | No | USD | 04/17/2024 | 41.95 |
| | | 38400 | 80684 | Check | 1 | 3494 | AMERICAN HEART ASSOCIATION | Yes | No | No | USD | 04/24/2024 | 318.00 |
| | | 38401 | 80685 | Check | 1 | 3494 | AMERICAN HEART ASSOCIATION | Yes | No | No | USD | 04/24/2024 | 95.00 |
| | | 38349 | 80625 | Check | 1 | 1775 | ANDERSON PLUMBING & HEATING | Yes | No | No | USD | 04/16/2024 | 3,891.89 |
| | | 38382 | 80665 | Check | 1 | 3911 | ANDYMARK INC | Yes | No | No | USD | 04/16/2024 | 1,104.86 |
| | | 38340 | 80626 | Check | 1 | 00150 | ARAMARK | Yes | No | No | USD | 04/16/2024 | 63.52 |
| | | 38356 | 80627 | Check | 1 | 2354 | ATT MOBILITY | Yes | No | No | USD | 04/16/2024 | 659.84 |
| | | 38381 | 80666 | Check | 1 | 00610 | BARK DESIGN INC | Yes | No | No | USD | 04/16/2024 | 420.00 |
| | | 38395 | 80679 | Check | 1 | 00610 | BARK DESIGN INC | Yes | No | No | USD | 04/22/2024 | 86.15 |
| | | 38335 | 80618 | Check | 1 | 3387 | BLUE CROSS BLUE SHIELD OF MN E | Yes | No | No | USD | 04/10/2024 | 11,120.00 |
| | | 38336 | 80619 | Check | 1 | 3387 | BLUE CROSS BLUE SHIELD OF MN E | Yes | No | No | USD | 04/10/2024 | 3,087.50 |
| | | 38337 | 80620 | Check | 1 | 3387 | BLUE CROSS BLUE SHIELD OF MN E | Yes | No | No | USD | 04/10/2024 | 357.00 |
| | | 38334 | 80621 | Check | 1 | 2296 | BLUE CROSS/BLUE SHIELD OF MN | Yes | No | No | USD | 04/10/2024 | 65,293.20 |
| | | 38363 | 80628 | Check | 1 | 3060 | BSN SPORTS | Yes | No | No | USD | 04/16/2024 | 180.00 |
| | | 38359 | 80629 | Check | 1 | 2774 | BUHL WATER CO INC | Yes | No | No | USD | 04/16/2024 | 82.00 |
| | | 38420 | 80689 | Check | 1 | 4107 | CADE SCHOW | Yes | No | No | USD | 04/24/2024 | 25.00 |
| | | 38397 | 80680 | Check | 1 | 4093 | CARRIE MCDONALD | Yes | No | No | USD | 04/22/2024 | 100.00 |
| | | 38375 | 80630 | Check | 1 | 3989 | CASEY DRUG | Yes | No | No | USD | 04/16/2024 | 54.56 |
| | | 38409 | 80690 | Check | 1 | 4096 | CHARLES PEARSON | Yes | No | No | USD | 04/24/2024 | 25.00 |
| | | 38384 | 80667 | Check | 1 | 3151 | CHELSEY SCHMITZ | Yes | No | No | USD | 04/16/2024 | 220.38 |
| | | 38423 | 80707 | Check | 1 | 4110 | CHEYENNE PARR | Yes | No | No | USD | 04/24/2024 | 25.00 |
| | | 38341 | 80631 | Check | 1 | 01600 | CHISHOLM CITY OF | Yes | No | No | USD | 04/16/2024 | 6,366.12 |
| | | 38411 | 80691 | Check | 1 | 4098 | CIENNA PARR | Yes | No | No | USD | 04/24/2024 | 50.00 |
| | | 38403 | 80692 | Check | 1 | 3952 | DAEREN KONSTAD | Yes | No | No | USD | 04/24/2024 | 25.00 |
| | | 38357 | 80632 | Check | 1 | 2599 | DALCO ENTERPRISE | Yes | No | No | USD | 04/16/2024 | 381.06 |
| | | 38380 | 80633 | Check | 1 | 4090 | DANIEL NINHAM | Yes | No | No | USD | 04/16/2024 | 650.00 |
| | | 38379 | 80634 | Check | 1 | 4088 | DAVE NELSON | Yes | No | No | USD | 04/16/2024 | 210.00 |
| | | 38407 | 80693 | Check | 1 | 4094 | DESLYN GABRIELLE LEE | Yes | No | No | USD | 04/24/2024 | 50.00 |
| | | 38419 | 80694 | Check | 1 | 4106 | DESTINY SCHMITZ | Yes | No | No | USD | 04/24/2024 | 25.00 |
| | | 38418 | 80695 | Check | 1 | 4105 | EMMA SZWEDUIK | Yes | No | No | USD | 04/24/2024 | 25.00 |
| | | 38342 | 80635 | Check | 1 | 03018 | EXCEL BUSINESS SYSTEM | Yes | No | No | USD | 04/16/2024 | 4,991.58 |
| | | 38354 | 80636 | Check | 1 | 2302 | FASTENAL | Yes | No | No | USD | 04/16/2024 | 140.60 |
| | | 38367 | 80637 | Check | 1 | 3511 | FITNESS FINDERS INC | Yes | No | No | USD | 04/16/2024 | 62.35 |
| | | 38344 | 80638 | Check | 1 | 03570 | GRAINGER | Yes | No | No | USD | 04/16/2024 | 3,612.67 |
| | | 38373 | 80639 | Check | 1 | 3852 | GREENWAY HIGH SCHOOL | Yes | No | No | USD | 04/16/2024 | 270.00 |
| | | 38355 | 80640 | Check | 1 | 2341 | GREGORY SKALCO | Yes | No | No | USD | 04/16/2024 | 150.00 |
| | | 38421 | 80696 | Check | 1 | 4108 | HAILEY R. JOHNSON | Yes | No | No | USD | 04/24/2024 | 25.00 |

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 | 38392 | 80675 | Check | 1 | 4092 | HAMPTON INN MINNEAPOLIS/SHAKC | Yes | No | No | USD | 04/17/2024 | 306.74 |
| | | 38404 | 80697 | Check | 1 | 3957 | HENNESSY TEMPLE | Yes | No | No | USD | 04/24/2024 | 50.00 |
| | | 38368 | 80641 | Check | 1 | 3624 | HIBBING HEATING & AIR CONDITION | Yes | No | No | USD | 04/16/2024 | 300.00 |
| | | 38424 | 80708 | Check | 1 | 04212 | INAC, INC | Yes | No | No | USD | 04/24/2024 | 38,675.78 |
| | | 38370 | 80642 | Check | 1 | 3785 | INNOVATIVE OFFICE SOLUTIONS LLI | Yes | No | No | USD | 04/16/2024 | 712.86 |
| | | 38369 | 80643 | Check | 1 | 3689 | IRON RANGE PLUMBING AND HEATII | Yes | No | No | USD | 04/16/2024 | 1,389.12 |
| | | 38414 | 80698 | Check | 1 | 4101 | ISABELLA FLACK | Yes | No | No | USD | 04/24/2024 | 25.00 |
| | | 38345 | 80644 | Check | 1 | 04376 | ISD #2142 ST LOUIS COUNTY | Yes | No | No | USD | 04/16/2024 | 1,472.00 |
| | | 38425 | 80709 | Check | 1 | 1842 | ISD #6076 NORTHLAND LEARNING | Yes | No | No | USD | 04/25/2024 | 263,738.33 |
| | | 38399 | 80682 | Check | 1 | 3935 | JENNIFER ROLLE | Yes | No | No | USD | 04/22/2024 | 1,292.52 |
| | | 38391 | 80676 | Check | 1 | 3329 | JENNIFER ZBACNIK MARTIN | Yes | No | No | USD | 04/17/2024 | 244.00 |
| | | 38413 | 80699 | Check | 1 | 4100 | JEZIRAE FLACK | Yes | No | No | USD | 04/24/2024 | 25.00 |
| | | 38378 | 80645 | Check | 1 | 4087 | JOANNE JOHNSON | Yes | No | No | USD | 04/16/2024 | 210.00 |
| | | 38343 | 80646 | Check | 1 | 03553 | JUBILEE FOODS | Yes | No | No | USD | 04/16/2024 | 44.56 |
| | | 38366 | 80647 | Check | 1 | 3175 | JULIE SCHELDE | Yes | No | No | USD | 04/16/2024 | 1,335.00 |
| | | 38358 | 80648 | Check | 1 | 2711 | JW PEPPER | Yes | No | No | USD | 04/16/2024 | 138.58 |
| | | 38339 | 80623 | Check | 1 | 4089 | KATHLEEN "KATIE" FREDIEN | Yes | No | No | USD | 04/12/2024 | 325.00 |
| | | 38386 | 80668 | Check | 1 | 4091 | KETTLE RIVER PIZZA, INC | Yes | No | No | USD | 04/16/2024 | 1,592.00 |
| | | 38346 | 80649 | Check | 1 | 05206 | L & M FLEET SUPPLY | Yes | No | No | USD | 04/16/2024 | 883.36 |
| | | 38410 | 80700 | Check | 1 | 4097 | LILLY FRANCKE | Yes | No | No | USD | 04/24/2024 | 50.00 |
| | | 38352 | 80650 | Check | 1 | 2232 | LOWE'S | Yes | No | No | USD | 04/16/2024 | 61.27 |
| | | 38415 | 80701 | Check | 1 | 4102 | LUCIAN LABARGE | Yes | No | No | USD | 04/24/2024 | 50.00 |
| | | 38374 | 80651 | Check | 1 | 3905 | LULICH IMPLEMENT INC | Yes | No | No | USD | 04/16/2024 | 4,409.17 |
| | | 38422 | 80706 | Check | 1 | 05731 | MADISON NATIONAL LIFE INS CO | Yes | No | No | USD | 04/24/2024 | 2,221.83 |
| | | 38405 | 80702 | Check | 1 | 3961 | MAGIE NELSON | Yes | No | No | USD | 04/24/2024 | 25.00 |
| | | 38377 | 80652 | Check | 1 | 4086 | MARY BOVITZ | Yes | No | No | USD | 04/16/2024 | 105.00 |
| | | 38398 | 80683 | Check | 1 | 05971 | MARY'S LAKE STREET FLORAL | Yes | No | No | USD | 04/22/2024 | 40.00 |
| | | 38331 | 80615 | Check | 1 | 2320 | MEDICARE BLUE RX | Yes | No | No | USD | 04/04/2024 | 17,071.00 |
| | | 38387 | 80671 | Check | 1 | 2320 | MEDICARE BLUE RX | Yes | No | No | USD | 04/17/2024 | 17,062.50 |
| | | 38360 | 80653 | Check | 1 | 2860 | MENARDS - VIRGINIA | Yes | No | No | USD | 04/16/2024 | 144.49 |
| | | 38371 | 80654 | Check | 1 | 3811 | MESABI TRIBUNE | Yes | No | No | USD | 04/16/2024 | 57.00 |
| | | 38364 | 80655 | Check | 1 | 3097 | MINNEAPOLIS OXYGEN COMPANY | Yes | No | No | USD | 04/16/2024 | 30.45 |
| | | 38383 | 80669 | Check | 1 | 2971 | MINNESOTA LIFE INSURANCE | Yes | No | No | USD | 04/16/2024 | 2,213.11 |
| | | 38332 | 80616 | Check | 1 | 2161 | MN BUREAU CRIM APPREHENSION | Yes | No | No | USD | 04/10/2024 | 15.00 |
| | | 38333 | 80617 | Check | 1 | 2161 | MN BUREAU CRIM APPREHENSION | Yes | No | No | USD | 04/10/2024 | 15.00 |
| | | 38351 | 80656 | Check | 1 | 2101 | MN ENERGY RESOURCES CORP | Yes | No | No | USD | 04/16/2024 | 1,843.10 |
| | | 38389 | 80674 | Check | 1 | 06375 | MN POWER | Yes | No | No | USD | 04/17/2024 | 14,605.09 |
| | | 38353 | 80657 | Check | 1 | 2278 | MN TELECOMMUNICATIONS | Yes | No | No | USD | 04/16/2024 | 1,126.50 |
| | | 38412 | 80703 | Check | 1 | 4099 | NATHAN SPLINTER | Yes | No | No | USD | 04/16/2024 | 25.00 |
| | | 38376 | 80658 | Check | 1 | 4085 | NINA KAMF | Yes | No | No | USD | 04/24/2024 | 105.00 |
| | | 38338 | 80622 | Check | 1 | 06979 | NORTHERN MINNESOTA DENTAL, IN | Yes | No | No | USD | 04/10/2024 | 8,325.30 |

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 | 38393 | 80677 | Check | 1 | 2795 | | PARK STATE BANK | Yes | No | No | USD | 04/18/2024 | 2,389.54 |
| | | 38394 | 80678 | Check | 1 | 2795 | | PARK STATE BANK | Yes | No | No | USD | 04/18/2024 | 704.67 |
| | | 38365 | 80659 | Check | 1 | 3167 | | PERRIN MOBILE MEDICAL | Yes | No | No | USD | 04/16/2024 | 270.00 |
| | | 38347 | 80660 | Check | 1 | 08215 | | RADKO IRON & SUPPLY | Yes | No | No | USD | 04/16/2024 | 2.99 |
| | | 38426 | 80710 | Check | 1 | 3313 | | REGION 7A | Yes | No | No | USD | 04/26/2024 | 165.00 |
| | | 38406 | 80704 | Check | 1 | 3965 | | RILEY ANN ENGLERT | Yes | No | No | USD | 04/24/2024 | 50.00 |
| | | 38350 | 80661 | Check | 1 | 1968 | | SCHOOL NURSE SUPPLY, INC | Yes | No | No | USD | 04/16/2024 | 326.91 |
| | | 38385 | 80670 | Check | 1 | 3590 | | SOS C/O HOLLY BAUMGARD | Yes | No | No | USD | 04/16/2024 | 200.00 |
| | | 38348 | 80662 | Check | 1 | 1714 | | STATE SUPPLY COMPANY | Yes | No | No | USD | 04/16/2024 | 2,483.69 |
| | | 38362 | 80663 | Check | 1 | 2963 | | REMIT TEACHERS ON CALL | Yes | No | No | USD | 04/16/2024 | 12,458.08 |
| | | 38396 | 80681 | Check | 1 | 3416 | | TROPHIES PLUS, INC | Yes | No | No | USD | 04/22/2024 | 42.00 |
| | | 38372 | 80664 | Check | 1 | 3847 | R1 | VC3 | Yes | No | No | USD | 04/16/2024 | 968.68 |
| | | 38402 | 80686 | Check | 1 | 4109 | | VISTA FLEET | Yes | No | No | USD | 04/24/2024 | 600.00 |
| | | 38408 | 80705 | Check | 1 | 4095 | | ZOE PLOMBON | Yes | No | No | USD | 04/24/2024 | 25.00 |

Bank Total: 10

\$513,601.61

Report Total:

\$513,601.61



**AGREEMENT BETWEEN
INDEPENDENT SCHOOL DISTRICT NO. 695**

AND

**MORGAN ANDERSON
PAYROLL/HR SPECIALIST**

May 13, 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 MORGAN ANDERSON, PAYROLL/HR SPECIALIST HEREINAFTER REFERRED TO AS THE “EMPLOYEE.” THE EMPLOYEE IS HIRED AS AN “AT WILL” EMPLOYEE.

ARTICLE I
PURPOSE AND AGREEMENT

Section 1.

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 conditions of employment to be observed by the parties hereto.

ARTICLE II
RESPONSIBLE PARTIES

Section 1.

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.

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Section 1.

Employment date is to be determined on the basis of total length of continuous employment by the Employer. The Employee’s date of employment is May13, 2024.

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Section 1.

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ARTICLE V
SICK LEAVE

Section 1.

The Employee shall earn sick leave at the rate of 2 working days for each month of service, accumulative to one hundred eighty (180) working days.

Section 2.

Sick leave with pay shall be allowed by the Employer whenever the Employee's absence is found to have been due to his illness which prevented his attendance at school and performance of duties on that day or days.

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. In the event that a medical certificate will be required, the Employee will be so advised.

Sick leave allowed shall be deducted from the accrued sick leave days earned by the Employee. After the Employee has used all of his accumulated sick leave, she may be granted a leave of absence without pay not to exceed six (6) months without having her name removed from payroll. After each six-month period has expired, the Employer shall review the case and decide whether any further leave shall be granted, not to exceed two (2) years and subject to a doctor's report for each six-month period. The Employee must request each leave of absence or extension in writing prior to eligibility.

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 either full days or half-days with prior approval from the Superintendent.

Section 3.

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 his 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 periods 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.

ARTICLE VI
DEATH OR SERIOUS ILLNESS IN A FAMILY

Section 1.

In case of serious illness or death in the immediate family, three (3) days per occurrence will be allowed. According to the necessity and the distance traveled, extra time may be granted at the discretion of the Superintendent. Immediate family shall be defined as brother, sister, daughter, son, daughter-in-law, son-in-law, father, mother, wife or husband, grandchildren, grandparents, brother-in-law and sister-in-law of either the Employee or her spouse. One day will be allowed for funerals of other close relatives - aunts, uncles, nieces, nephews and first cousins of the employee or employee’s spouse. All days used will be deducted from sick leave accumulation.

ARTICLE VII
HOLIDAYS

Section 1.

The Employee shall receive the following paid holidays:

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|--------------------------|------------------|------------------|
| New Year’s Eve | Easter Monday | Thanksgiving Day |
| New Year’s Day | Memorial Day | Christmas Eve |
| President’s Day | Independence Day | Christmas Day |
| Good Friday | Labor Day | |
| Plus 2 floating Holidays | Juneteenth | |

The Employee will be given the Friday after Thanksgiving as a paid holiday. At such a time when Veteran’s Day might become a school holiday in Chisholm, the Friday after Thanksgiving would no longer be given as a paid holiday.

Section 2.

The Employee when required to work on any of the above-mentioned holidays shall be compensated at time and one-half pay for her work that day in addition to her regular holiday pay.

Section 3.

When a paid holiday falls on the Employee's scheduled day off or during his vacation period, shall receive an additional day's paid vacation.

Section 4.

To qualify for holiday pay for a holiday not worked, it is required that the Employee shall have worked her last scheduled workday or shift, prior to, and the first scheduled workday following the holiday, unless the Employee is absent before or after a holiday for such reasons as scheduled vacation, sick leave, jury duty or death in the immediate family. If the Employee is on sick leave prior to or after a holiday, the Employee must present a physician's statement certifying the illness.

Section 5.

The Employee, if working during Christmas Break, will be allowed to come to work at 6:00 AM.

ARTICLE VIII
VACATION

Section 1.

The Employee shall receive three (3) weeks of vacation annually. Unused vacation days may accumulate to a maximum of 30 days or will be paid out at the daily rate of pay if chosen by the employee. The Employee's vacation time shall be pro rata from such starting time until July 1st. The vacation time must be approved by the Superintendent.

Section 2.

Upon termination of employment for any cause, the Employee shall be paid for any accumulated vacation credit up to 30 days to be paid out at the daily rate of pay, including pro rata payments for periods of less than one year, unless she has failed to comply with Article IV, Section 1, or was unable to do so because of serious emergency.

ARTICLE IX
HOURS OF WORK

Section 1.

The duty day is a basic eight (8) hour day, which may vary between the hours of 6:30 a.m. and 5:00 p.m., exclusive of lunch. The Payroll/HR Specialist will have a thirty (30) minute duty-free lunch period.

Section 2.

Any overtime approved by the superintendent will be cash pay in accordance with this Agreement except where the Employee wishes compensatory time in lieu of pay, subject to prior approval by the Employer. The Employee must indicate this prior to working overtime. She shall file a written request at least three (3) days in advance of the period for taking such compensatory time. Compensatory time taken in lieu of overtime and approved by the superintendent will be at one and one-half (1 1/2) times the regular hours worked and if granted either used or compensated within the fiscal year earned.

Section 3.

The Payroll/HR Specialist job description and salary includes school board meetings and election duties outside of the basic 8-hour day. Any hours worked beyond the schedule 8-hour day will be considered overtime and paid to the employee accordingly. Compensatory time provided for these tasks is to be approved on an hour per hour basis.

Section 4.

Upon termination of employment for any cause, the employee shall be paid for any accumulated vacation credit, including pro rata payments for periods of less than one year. In the event of the death of an employee, unused vacation and accumulated compensatory time not paid to the employee shall be paid to her beneficiary or to the estate of the employee.

ARTICLE
LONGEVITY

The Employee shall be entitled to longevity on the following basis: 3.5% of the Employee's annual salary will be paid after 15 years of service with the district, 4.5% of annual salary after 20 years of service with the district, and 5.5% of annual salary after 25 years of service with the district. Annual salary would not include overtime work.

ARTICLE X
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, 2023, renewal.

CONSUMER HEALTH DIRECTIVE PLAN (VEBA#831): Effective September 1, 2023, the District shall pay \$644.30 toward single premiums and \$1,323.42 toward family premiums of the Consumer Health Directive Plan (CHDP) #831 VEBA. Also, effective September 1, 2023, the district will contribute 65% (\$1202.50) of the single deductible and 65% (\$2405) of family deductible. Subsequent insurance premiums will increase unilaterally. Future contributions are to be negotiated with each new contract. The District shall make two (2) bi-annual contributions into the employee's VEBA account. The District shall make the first 50% contribution by September 1st of each year and the second 50% contribution by February 1st of each year. The employee must be a policyholder in order to qualify for any district contribution toward health insurance.

At the September 1, 2023 renewal any premium savings or increases will be applied 50/50 to the district and employee share.

The District shall also allow for hardship requests from the employee who may incur a medical/prescription bill that exceeds the balance in an individual's VEBA account. The employee will have to provide evidence of charges by submitting the EOB (explanation of benefit) statement receipt from the medical provider or pharmacy. Upon receipt of such proof, the District will take action to deposit an amount to cover the shortage or the balance of the annual contribution whichever is less. In no instance will the District contribute more than the prescribed annual allowance as stated in this section.

The District shall pay the monthly fee to administer VEBA accounts

Section 2. Dental Insurance:

Dental insurance premiums shall be paid for by the Employer at 100% at a level of benefits equal to the current level. Effective July 1, 2023 the district will provide and pay 90% of the premium and employee 10% of the premium for the dental health program.

Section 3. Life Insurance:

The Employer will provide and pay for the premiums for a Life Insurance Program for the Employee as follows:

Basic Insurance per employee \$50,000.00

Active Employees retain the option to purchase more life insurance at their own expense as per the policy of the insurance carrier.

Section 4. Long Term Disability Policy: 100% paid by the School District. Copy of this policy is on file in the Business Office.

Section 5. Health Care Savings Plan Contribution: The district agrees to contribute to the MN State Retirement System's Health Care Savings Plan outlined under the following formula:

| <u>Continuous Yrs. Of Service</u> | <u>Contribution</u> | <u>Sick Leave Usage</u> | <u>Prorated on Annual</u> |
|-----------------------------------|---------------------|-------------------------|---------------------------|
| <u>0-3 yrs.</u> | <u>\$0</u> | <u>0-8 sick days</u> | <u>100%</u> |
| <u>4-9 yrs.</u> | <u>\$500</u> | <u>9-13 sick days</u> | <u>75%</u> |
| <u>10-14 yrs.</u> | <u>\$1000</u> | <u>14-18 sick days</u> | <u>50%</u> |
| <u>15-19 yrs.</u> | <u>\$1500</u> | <u>19-23 sick days</u> | <u>25%</u> |
| <u>20-24 yrs.</u> | <u>\$2000</u> | <u>24+ days</u> | <u>0%</u> |
| <u>25+ yrs.</u> | <u>\$2500</u> | | |

Sick Day exclusions: Maternity Leave, Parental Leave and Workmen's Compensation Claims.

ARTICLE XI
EMPLOYMENT AT WILL

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

In witness where of I have subscribed by signature this ____ day of _____, 20 ____.

Morgan Anderson
Payroll/HR Specialist

In witness whereof we have subscribed our signatures this ____ day of _____, 20 ____.

Clerk, Board of Education

Chairman, Board of Education

Salary and Other Benefits

May 13, 2024 – June 30, 2025

\$50,000 – Annual salary (pro -rated)

The District will increase its annual 457 TSA match to \$1,500 annually beginning with the 2024-25 school year.

Recommendation to Hire

Position: Job #267, Payroll/HR Specialist

Posting duration: 3/12/2024-4/08/2024

Advertising Location: EdPost, Frontline, MASBO, Newspaper

Number of Qualified: 12

Licensed Applications: NA

Number interviewed: 6

Interview committee Names:

Business Manager Kaczor and Principals Hake and Winter
Robbi Albert
Lisa Aldrich
Cindy Rice

Recommended for hire: **Morgan Anderson**

Start Date:

Location: District Office

Supervisor: Superintendent Noah Kaczor



**AGREEMENT BETWEEN
INDEPENDENT SCHOOL DISTRICT NO. 695**

AND

**MORGAN ANDERSON
PAYROLL/HR SPECIALIST**

May 13, 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 MORGAN ANDERSON, PAYROLL/HR SPECIALIST HEREINAFTER REFERRED TO AS THE “EMPLOYEE.” THE EMPLOYEE IS HIRED AS AN “AT WILL” EMPLOYEE.

ARTICLE I
PURPOSE AND AGREEMENT

Section 1.

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 conditions of employment to be observed by the parties hereto.

ARTICLE II
RESPONSIBLE PARTIES

Section 1.

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.

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SICK LEAVE

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Basic Insurance per employee \$50,000.00

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| <u>10-14 yrs.</u> | <u>\$1000</u> | <u>14-18 sick days</u> | <u>50%</u> |
| <u>15-19 yrs.</u> | <u>\$1500</u> | <u>19-23 sick days</u> | <u>25%</u> |
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Morgan Anderson
Payroll/HR Specialist

In witness whereof we have subscribed our signatures this ____ day of _____, 20 ____.

Clerk, Board of Education

Chairman, Board of Education

Salary and Other Benefits

May 13, 2024 – June 30, 2025

\$50,000 – Annual salary (pro -rated)

The District will increase its annual 457 TSA match to \$1,500 annually beginning with the 2024-25 school year.



**AGREEMENT BETWEEN
INDEPENDENT SCHOOL DISTRICT NO. 695**

AND

NOAH KACZOR

**BUSINESS
MANAGER**

June 3, 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 NOAH KACZOR, BUSINESS MANAGER, HEREINAFTER REFERRED TO AS THE “EMPLOYEE.” THE EMPLOYEE IS HIRED AS AN “AT WILL” EMPLOYEE.

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PURPOSE AND AGREEMENT

Section 1.

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 conditions of employment to be observed by the parties hereto.

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RESPONSIBILITIES OF PARTIES

Section 1.

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.

ARTICLE III
EMPLOYMENT DATE

Section 1.

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ARTICLE IV
NOTICE OF TERMINATION

Section 1.

Two weeks’ written notice to terminate employment shall be given to the Superintendent of Schools by the Employee. If the Employee fails to do so, she shall forfeit all benefits including back pay for unused vacation provided by this Agreement.

The Employer, in the event of school district reorganization, shall endeavor to keep employee in an equivalent position within the new school district organization.

Section 2. Notice of Termination.

Upon termination of employment for any cause, the Employee shall be paid for any accumulated vacation credit, including pro rata payments for periods of less than one year, unless she has failed to comply with IV, Secion1, or was unable to do so because of serious emergency.

ARTICLE V
SICK LEAVE-PERSONAL LEAVE

Section 1.

The Employee shall earn 24 sick days on July 1st of each year, accumulative to one hundred eighty (180) working days.

Section 2.

Sick leave with pay shall be allowed by the Employer whenever the Employee's absence is found to have been due to his illness which prevented his attendance at school and performance of duties on that day or days.

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. In the event that a medical certificate will be required, the Employee will be so advised.

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Section 3. 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 either full days or half-days with prior approval from the Superintendent.

Section 4. Workmen’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 his 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 periods 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.

ARTICLE VI
DEATH OR SERIOUS ILLNESS IN A FAMILY

Section 1.

In case of serious illness or death in the immediate family, three (3) days per occurrence will be allowed. According to the necessity and the distance traveled, extra time may be granted at the discretion of the Superintendent. Immediate family shall be defined as brother, sister, daughter, son, daughter-in-law, son-in-law , father, mother, wife or husband, grandchildren, grandparents, brother-in-law and sister-in-law of either the Employee or her spouse. One day will be allowed for funerals of other close relatives - aunts, uncles, nieces, nephews and first cousins of the employee or employee’s spouse. All days used will be deducted from sick leave accumulation.

ARTICLE VII
HOLIDAYS

Section 1.

The Employee shall receive the following paid holidays:

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| President’s Day | Independence Day | Christmas Day |
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| Plus 2 floating Holidays | Juneteenth | |

The Employee will be given the Friday after Thanksgiving as a paid holiday. At such a time when Veteran’s Day might become a school holiday in Chisholm, the Friday after Thanksgiving would no longer be given as a paid holiday.

Section 2.

The Employee when required to work on any of the above-mentioned holidays shall be compensated at time and one-half pay for her work that day in addition to her regular holiday pay.

Section 3.

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Section 4.

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VACATIONS

Section 1.

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Upon termination of employment for any cause, the employee shall be paid for any accumulated vacation credit, including pro rata payments for periods of less than one year. In the event of the death of an employee, unused vacation and accumulated compensatory time not paid to the employee shall be paid to his/her beneficiary or to the estate of the employee.

ARTICLE IX
HOURS OF WORK

Section 1.

The duty day is a basic eight (8) hour day, which may vary between the hours of 6:30 a.m. and 5:00 p.m, exclusive of lunch. The Business Manager will have a thirty (30) minute duty-free lunch period.

ARTICLE X
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, 2023 renewal.

CONSUMER HEALTH DIRECTIVE PLAN (VEBA#831): Effective September 1, 2023, the District shall pay \$644.30 toward single premiums and \$1,323.42 toward family premiums of the Consumer Health Directive Plan (CHDP) #831 VEBA. Also, effective September 1, 2023 the district will contribute 65% (\$1202.50) of the single deductible and 65% (\$2405) of family deductible. Subsequent insurance premiums will increase unilaterally. Future contributions are to be negotiated with each new contract. The District shall make two (2) bi-annual contributions into the employee's VEBA account. The District shall make the first 50% contribution by September 1st of each year and the second 50% contribution by February 1st of each year. The employee must be a policyholder in order to qualify for any district contribution toward health insurance.

At the September 1, 2023 renewal any premium savings or increases will be applied 50/50 to the district and employee share.

The District shall also allow for hardship requests from the employee who may incur a medical/prescription bill that exceeds the balance in an individual's VEBA account. The employee will have to provide evidence of charges by submitting the EOB (explanation of benefit) statement receipt from the medical provider or pharmacy. Upon receipt of such proof, the District will take action to deposit an amount to cover the shortage or the balance of the annual contribution whichever is less. In no instance will the District contribute more than the prescribed annual allowance as stated in this section.

The District shall pay the monthly fee to administer VEBA account.

Section 2. Dental Insurance:

Dental insurance premiums shall be paid for by the Employer at 100% at a level of benefits equal to the current level. Effective July 1, 2014 the district will provide and pay 90% of the premium and employee 10% of the premium for the dental health program.

Section 3. Life Insurance:

The Employer will provide and pay for the premiums for a Life Insurance Program for the Employee as follows:

Basic Insurance per employee \$50,000.00

Active Employees retain the option to purchase more life insurance at their own expense as per the policy of the insurance carrier.

Section 4. Long Term Disability Policy: 100% paid by the School District. Copy of this policy is on file in the Business Office.

Section 5. Health Care Savings Plan Contribution: The district agrees to contribute to the MN State Retirement System's Health Care Savings Plan outlined under the following formula:

| Continuous Yrs. Of Service | Contribution | Sick Leave Usage | Prorated on Annual |
|----------------------------|--------------|------------------|--------------------|
| 0-3 yrs. | \$0 | 0-8 sick days | 100% |
| 4-9 yrs. | \$500 | 9-13 sick days | 75% |
| 10-14 yrs. | \$1000 | 14-18 sick days | 50% |
| 15-19 yrs. | \$1500 | 19-23 sick days | 25% |
| 20-24 yrs. | \$2000 | 24+ days | 0% |
| 25+ yrs. | \$2500 | | |

Sick Day exclusions: Maternity Leave, Parental Leave and Workmen's Compensation Claims.

ARTICLE XI
EMPLOYMENT AT WILL

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

In witness where of I have subscribed by signature this ____ day of _____, 20____.

Business Manager

In witness whereof we have subscribed our signatures this ____ day of _____, 20____.

Clerk, Board of Education

Chairman, Board of Education

Salary and Other Benefits

June 3, 2024 – June 30, 2025 \$90,000 – Annual salary (pro -rated)

The District will contribute \$1,500 match towards a tax deferred annuity of the employee's choice beginning July 1, 2024.

Recommendation to Hire

Position: Job #268, Elementary Teacher

Posting duration: 4/9/2024-4/27/2024

Advertising Location: EdPost, Frontline app

Number of Qualified: 17

Licensed Applications: 17

Number interviewed: 4

Interview committee Names:

Principal Winter

Robbi Albert, Tara Anderson, Ciri Falcone

Recommended for hire: Chelsea Winans

Start Date: August 26, 2024

Location: Vaughan Steffensrud

Supervisor: Karla Winter

EDAL Approval

1 message

Nicholas Milani <nmilani@chisholm.k12.mn.us>

Fri, May 3, 2024 at 8:45 AM

To: Mark Morrison <mmorrison@chisholm.k12.mn.us>

Cc: Lisa Aldrich <laldrich@chisholm.k12.mn.us>

Good morning,

I am emailing to request approval for an Educational Administration and Leadership Program. I have been accepted to SMSU's program and plan to begin courses in the fall. I have attached the program courses in its entirety to this email. I have also opted to include the Superintendent emphasis with the program bringing to the total number of credits up to 45 for the entire program.

Thank you for your consideration,
Nick Milani

--

Nicholas Angelo Gregorich Milani
Mathematics Teacher
Head Football Coach
Head Boys Basketball Coach
Chisholm High School
p: 218-254-5726 ext. 3203

 **SMSUprogram.pdf**
144K

Education Specialist, Post-Graduate - Educational Administration & Leadership

Education Specialist Core

| | | |
|------------------------|---|---|
| ED 670 | Introduction to Leadership and Educational Issues | 3 |
| ED 674 | Education Systems and Organizations | 3 |
| ED 675 | Legal Issues and Special Education Law | 3 |
| ED 676 | Data Driven Decision Making | 3 |
| ED 678 | Leadership for Cultural Responsiveness | 3 |
| ED 679 | Financial and Resource Management | 3 |
| ED 681 | Transforming Principals & Perspectives | 3 |
| ED 687 | Ed Specialist Research | 3 |
| ED 691 | Change Agents in the 21st Century | 3 |
| ED 695 | Supervision and School Relationships | 3 |

Portfolio Courses

| | | |
|------------------------|--------------------------|---|
| ED 671 | Portfolio Development | 1 |
| ED 672 | Portfolio Implementation | 1 |
| ED 673 | Portfolio Capstone | 1 |

Research Seminars and Field Experiences

| | | |
|------------------------|--|---|
| ED 665 | Research Seminar & Field Experience I: Principal | 2 |
| ED 667 | Research Seminar & Field Experience II: Principal | 2 |
| ED 668 | Research Seminar & Field Experience III: Principal | 2 |

Emphasis Area

Select **one** of the following: 6

Superintendent Emphasis

ED 682 Transforming Superintendents & Perspectives

ED 694 Research Seminar & Field Experience I: Superintendent

ED 696 Research Seminar & Field Experience II: Superintendent

ED 697 Research Seminar & Field Experience III: Superintendent

Special Education Director Emphasis

ED 683 Transforming Special Education Director Perspectives and SPED Law

ED 684 Research Seminar & Field Experience I: Director of Special Education

ED 685 Research Seminar & Field Experience II: Director of Special Education

ED 686 Research Seminar & Field Experience III: Director of Special Education

Total Credits**45**

Note: While every effort is made to ensure accuracy, SMSU reserves the right to correct any clerical errors herein. Also, you can submit [feedback](#).

Fwd: Resignation

1 message

Travis Vake <tvake@chisholm.k12.mn.us>

Fri, May 3, 2024 at 7:30 PM

To: Lisa Aldrich <laldrich@chisholm.k12.mn.us>

Please add to board agenda and post for Level III Volleyball Coach.

Thank you,

Travis

Begin forwarded message:

From: Jessica Trunnell <jtrunnell2013@gmail.com>

Date: May 3, 2024 at 5:40:59 PM CDT

To: Travis Vake <tvake@chisholm.k12.mn.us>

Subject: Resignation

Good evening,

Please accept this as my formal resignation from coaching Jr. High Volleyball for the Chisholm School District.

Thank you for the opportunity to coach for Chisholm for the last several years.

Sincerely,
Jessica Trunnell

Schmitt Director Center

7800 Harmony Drive
Bloomington MN 55439
USA
SDC@Schmittmusic.com

PROPOSAL

| PROPOSAL | DATE |
|----------|-------------------|
| 5741928 | 2/23/2024 9:51 AM |
| ACCT | EMPL ID |
| 18509 | 599 |
| PO | EXPIRES |
| | 3/24/2024 |

Sold To: Attn: Business Office
Chisholm ISD #695
300 3rd Avenue SW
Chisholm MN 55719
Us

Ship To:
Chisholm ISD #695
300 3rd Avenue SW
Business Office
Chisholm MN 55719
Us

jamee.waters@chisholm.k12.mn.us

| QTY | ITEM | DESCRIPTION | PRICE EA | TOTAL |
|-----|-------------|---|-----------|------------------|
| 2 | MW25-1-0ABS | Meinl Weston Tuba, 4 rotary valvesLacquer | 10,350.00 | 20,700.00 |
| | | SUBTOTAL | | 20,700.00 |
| | | TOTAL | | 20,700.00 |

04/25/2024 Thu 9:50A 599

Rep:KC
BID PRICE PROPOSAL

PROPOSAL VALIDITY EXTENDED TO 05/31/2024
Per Jodi Tripp



At the Independent School District No. 695 Board meeting held on May 13, 2024, in the Chisholm Public Schools Board Room, Director _____ offered the following Resolution and moved its adoption;

RESOLUTION NO. 24-05-13

RESOLUTION ACCEPTING \$50.00 FROM JIM’S SPORTS CLUB TO SUPPORT THE CLASS OF 2025.

RESOLUTION ACCEPTING \$85.00 FROM MINNESOTA INDUSTRIES TO SUPPORT THE CLASS OF 2025.

Independent School District No. 695 must accept donations by way of a Resolution.

IT IS HEREBY RESOLVED by Independent School District No. 695 to accept the above list of donations.

The motion to adopt the foregoing Resolution was duly supported by Director _____, and upon being put to a vote, carried as follows:

FOR ADOPTION: Director
 Director
 Director
 Director
 Director
 Director

ABSTAINING:

AGAINST ADOPTION:

ABSENT:

Passed and adopted this 13th day of May 2024.

BY ORDER OF THE SCHOOL BOARD

School District Clerk

Fwd: Your input is needed for school board composition amendment

1 message

Mark Casey <mcasey@chisholm.k12.mn.us>

Tue, May 7, 2024 at 8:31 PM

To: Lisa Aldrich <laldrich@chisholm.k12.mn.us>, Mark Morrison <mmorrison@chisholm.k12.mn.us>

See below

Could you put this in the packet under "information?"

Thanks

Mark Casey

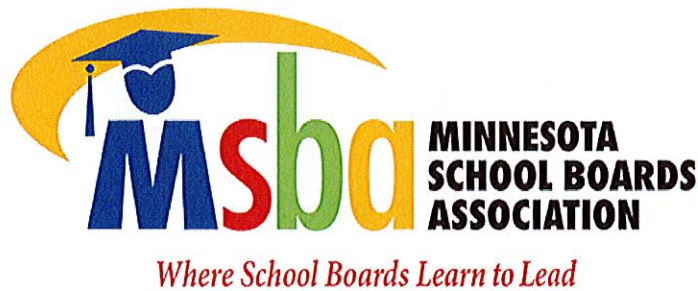
mcasey@chisholm.k12.mn.us

----- Forwarded message -----

From: **MSBA** <msba@mnmsba.org>

Date: Tue, May 7, 2024 at 3:54 PM

Subject: Your input is needed for school board composition amendment

To: Mark Casey <mcasey@chisholm.k12.mn.us>[View this email in your browser](#)

School Board Composition Amendment

MSBA Members,

It has come to our attention that an amendment will likely be offered that would establish a procedure for voters to submit a petition that, if receiving a required number of signatures (50 electors or 10% of the number of votes cast in the most recent regular school board election), would require the school board to adopt a proposal to change the composition of the school board from six (6) to seven (7) members and place the question on the ballot at the next regularly scheduled school board election or the general election on the first Tuesday after the first Monday in November, whichever is earlier.

The legislation could impact the 140 school districts that have six (6) member boards. [View a copy of the proposed amendment](#). Under current law, only the school board has the authority to transition from a six (6) to seven (7) member school board.

We expect the amendment to be offered this week. Thus, the urgency of your feedback is important. With this proposal, we ask that you share any concerns and opportunities.

We know that our friends at the Association of Metropolitan School Districts (AMSD) have also requested your input.

Please share your response with Denise Dittrich at ddittrich@mnmsba.org.

Sincerely,



Kirk Schneidawind
MSBA Executive Director



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1900 West Jefferson Avenue, St. Peter MN

[Unsubscribe from this list.](#)

2023-2024 Enrollment

| Grade | May-23 | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May |
|--------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-----|
| VPK | 14 | 18 | 14 | 14 | 14 | 14 | 14 | 14 | 14 | |
| KG | 45 | 51 | 51 | 52 | 51 | 53 | 52 | 51 | 52 | |
| 1st | 45 | 45 | 44 | 44 | 45 | 43 | 45 | 45 | 45 | |
| 2nd | 50 | 46 | 45 | 45 | 47 | 47 | 47 | 47 | 48 | |
| 3rd | 42 | 50 | 49 | 49 | 49 | 49 | 49 | 49 | 49 | |
| 4th | 53 | 40 | 39 | 39 | 39 | 39 | 38 | 38 | 41 | |
| 5th | 38 | 51 | 49 | 49 | 49 | 50 | 51 | 52 | 51 | |
| 6th | 47 | 38 | 37 | 37 | 39 | 40 | 41 | 41 | 42 | |
| 7th | 45 | 47 | 47 | 47 | 47 | 46 | 46 | 46 | 47 | |
| 8th | 73 | 42 | 41 | 42 | 43 | 43 | 44 | 44 | 43 | |
| 9th | 55 | 74 | 74 | 73 | 72 | 67 | 67 | 67 | 69 | |
| 10th | 53 | 56 | 54 | 52 | 52 | 51 | 50 | 50 | 50 | |
| 11th | 51 | 52 | 49 | 51 | 50 | 46 | 45 | 45 | 45 | |
| 12th | 40 | 52 | 50 | 50 | 50 | 50 | 49 | 49 | 49 | |
| Total | 651 | 662 | 643 | 643 | 646 | 638 | 638 | 638 | 645 | |