

**Business Committee - Regular School Board Meeting**

Duluth Public Schools, ISD 709

Agenda

Tuesday, January 19, 2016

UnitedHealth Group Building

4316 Rice Lake Road

Suite 108

Duluth, MN 55811

6:30 PM

**1. Financial Report**

- A. Financial Report 5
- B. Approval of Payment of Claims  
This item is attached as an "extra".
- C. Budget Revisions 29
- D. Wire Transfers 31
- E. Investment Transactions 32
- F. APU/(WADM) Projections 33
- G. Fundraisers 34

**2. Bids, R.F.P.s and Quotes Reports**

- A. Bids
- B. R.F.P.s
- C. Quotes
  - 1) Quote 4223 - Ordean East Middle School Auditorium Sound System 35  
OEMS Auditorium Sound System Equipment - ESC Systems -  
\$38,430.64

Recommendation: It is recommended the School Board approve entering into a contract with the firm listed above based on their low responsive quote as shown on the Quote Tab and Letter of Recommendation, as provided in response to Quote #4223 - Ordean East Middle School Auditorium Sound System Equipment

**3. Policies and Regulations**

- A. 8030 - School Board Member Compensation 37  
Attached is Policy 8030 with the new proposed pay amounts as follows:  
\$703.00/Month - \$8,436.00/year with an additional \$58.50/Month for the  
Chair - \$9,138.00

Recommendation: Per board member discussion at the committee meeting the recommendation is to update the school board salary with an increase equal to the past contract increases from 2008 - 2015 This is presented for the first reading.

- B. 8065 - Formulation of Policies and By-Laws - Deletion 39  
In moving to MSBA Model Policies administration is recommending the  
deletion of Policy 8065 which will be replaced with MSBA Policy 208.  
This is recommended for a first reading.

Recommendation: It is recommended that the Duluth School Board approve the deletion of Policy 8065 - first reading.

C. 8085 - Determining Meeting Agenda-Deletion 40

In moving to the MSBA Model Policies administration is recommending the deletion of Policy 8020 which will be replaced with MSBA Policy 203.5.

Recommendation: It is recommended that the Duluth School Board approve the deletion of Policy 8020 - first reading.

D. 8100 - Adequate Information to Precede Action-Deletion 41

In moving to the MSBA Model Policies administration is recommending the deletion of Policy 8100 which will be replaced with MSBA Policy 203.5

Recommendation: It is recommended that the Duluth School Board approve the deletion of Policy 8100 - first reading.

E. 9065- Adoption, Amendment, And Suspensions of Policies and By-Laws - Deletion 42

In moving to MSBA Model Policies administration is recommending the deletion of Policy 9065 which will be replaced with MSBA Policy 208.

This is recommended for a first reading.

Recommendation: It is recommended that the Duluth School Board approve the deletion of Policy 9065 - first reading

F. 9075 - Agenda for Regular Meetings - Deletion 44

In moving to the MSBA Model Policies administration is recommending the deletion of Policy 9075 which will be replaced with MSBA Policy 203.5

Recommendation: It is recommended that the Duluth School Board approve the deletion of Policy 9075 - first reading.

G. 9080 - Advance Mailing of Meeting Materials-Deletion 45

In moving to the MSBA Model Policies administration is recommending the deletion of Policy 9080 which will be replaced with MSBA Policy 203.5

Recommendation: It is recommended that the Duluth School Board approve the deletion of policy 9080 - first reading.

H. 9095 - Order of Business for Regular Meetings - Deletion 46

In moving to MSBA Model Policies administration is recommending the deletion of Policy 9095 which will be replaced with MSBA Policy 203.2, and is also included in part in 203.5. This is recommended for a first reading.

Recommendation: It is recommended that the Duluth School Board approve the deletion of Policy 9095 - first reading.

I. New Policy 203.2 Order of the Regular School Board Meeting 47

Attached is MSBA model policy 203.2- Order of the Regular School Board

meeting for the first reading. This policy would replace the current policy 9095.

Recommendation: It is recommended that the Duluth School Board approve Policy 203.2 - first reading.

J. New Policy 203.5 - School Board Meeting Agenda 48

Attached is MSBA model policy 203.5 - School Board Meeting Agenda for the first reading. This policy would replace the current policies 8085, 8100, 9075, 9080, 9095.

Recommendation: It is recommended that the Duluth School Board approve Policy 203.5 for the first reading.

K. New Policy 208 - Development, Adoption, and Implementation of Policies 50

Attached is MSBA model policy 208 - Development, Adoption, and Implementation of Policies for the first reading. This policy would replace the current policies 8065 and 9065.

Recommendation: It is recommended that the Duluth School Board approve Policy 208 - first reading.

4. **Contracts, Change Orders, and Leases**

A. Contracts

1) **PLACEHOLDER - Possible Contract Dealing with LPMS Community Schools Grant**

B. Change Orders

C. Leases

5. **Resolutions**

A. B-1-16-3333 - Acceptance of Donations to Duluth Public Schools. 52

Recommendation: It is recommended that the Duluth School Board approve Resolution B-1-16-3333.

B. **PLACEHOLDER - Sale of Property**

6. **Informational - These items are provided for informational purposes only and no action is required.**

A. Expenditure Contracts 54

Superintendent Gronseth or the CFO/Executive Director of Business and Finance has signed the following contracts during the month of December 2015.

B. Revenue Contracts 129

Superintendent Gronseth or the CFO/Executive Director of Business and Finance has signed the following contracts during the month of December 2015.

C. Other Contracts 133

Superintendent Gronseth or the CFO/Executive Director of Business and Finance has signed the following contracts during the month of December 2015.

D. <u>Change Orders Signed</u>	<u>135</u>
E. <u>Facilities Management &amp; Capital Project Status Report</u>	<u>136</u>
F. <u>Legislative Platform</u>	<u>141</u>
The prior year platform was provided for information. This item will be finalized at the February 2016 meeting.	
G. <u>Quarterly Grants and Donations</u>	<u>142</u>
Attached are updated charts with the period October-December 2015.	
H. <u>Update to 10-Year Capital Facilities Plan</u>	
It was agreed that this item will be deferred to the February 2016 meeting.	
<b>7. <u>Future Items</u></b>	
A. Policy Updates	

STATEMENT OF REVENUES AND EXPENDITURES  
 (IN THOUSANDS)

Revenues	CURRENT MONTH			YEAR-TO-DATE			ANNUAL BUDGET		
	\$		%	\$		%	\$		%
	FY2016	FY2015	Variance	FY2016	FY2015	Variance	Adopted	Revised	
Levy	\$0	\$0	N/A	\$0	\$0	N/A	\$30,681	\$30,681	
Interest	410	218	88.1	414	74	458.9	79	79	
Tuition, Fees, Admissions	673	(868)	177.6	1,294	1,032	25.4	4,072	4,081	
Other Local Revenues	241	543	(55.5)	841	1,257	(33.1)	1,601	1,768	
State Sources	2,170	2,010	7.9	27,015	28,067	(3.7)	86,959	87,203	
Federal Aids from MDE	1,732	(1,685)	202.8	4,656	619	652.2	8,700	9,333	
Federal Direct Aids	-	(811)	100.0	485	(308)	257.4	2,877	2,878	
Local Sales	468	129	N/A	587	319	N/A	1,747	1,747	
Sale of Bonds or Loans	-	-	N/A	-	-	N/A	0	0	
<b>Total Revenues</b>	<b>5,694</b>	<b>(464)</b>	<b>1,327.2</b>	<b>35,292</b>	<b>31,060</b>	<b>13.6</b>	<b>136,716</b>	<b>137,771</b>	
<b>Expenditures</b>									
Salaries	5,395	5,148	(4.8)	16,452	16,237	(1.3)	61,064	61,511	
Benefits	2,168	2,130	(1.8)	7,911	7,898	(0.2)	29,832	29,985	
Purchased Services	1,479	1,064	(39.0)	3,893	3,561	(9.3)	13,406	13,784	
Supplies & Materials	584	373	(56.6)	1,662	2,082	20.2	5,314	6,205	
Chargebacks	(0)	-	N/A	(0)	-	N/A	55	55	
Capital Expenditures	240	142	(69.2)	2,334	2,167	(7.7)	9,491	9,144	
Debt Service	4	2	(75.0)	5,225	4,972	(5.1)	20,930	20,930	
Other	34	24	(43.5)	120	151	20.5	1,237	1,002	
<b>Total Expenditures</b>	<b>9,904</b>	<b>8,883</b>	<b>(11.5)</b>	<b>37,597</b>	<b>37,068</b>	<b>(1.4)</b>	<b>141,329</b>	<b>142,617</b>	
Transfers In (Out)	0	0	N/A	0	0	N/A	0	0	
<b>Operating Excess (Deficit)</b>	<b>(4,209)</b>	<b>(\$9,347)</b>	<b>55.0</b>	<b>(2,305)</b>	<b>(\$6,008)</b>	<b>61.6</b>	<b>(\$4,613)</b>	<b>(\$4,846)</b>	

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

	CURRENT MONTH			YEAR-TO-DATE			ANNUAL BUDGET		
	\$		%	\$		%	\$		%
	FY2016	FY2015	Variance	FY2016	FY2015	Variance	Adopted	Revised	
<u>Revenues</u>									
Levy	\$0	\$0	\$0	\$0	\$0	\$0	\$9,661	\$9,661	
Interest	1	218	(217)	5	73	(68)	55	55	
Tuition, Fees, Admissions	278	(982)	1,260	396	398	(2)	1,898	1,907	
Other Local Revenues	83	391	(308)	259	729	(470)	305	466	
State Sources	1,774	1,867	(93)	24,478	24,583	(105)	76,025	76,263	
Federal Aids from MDE	1,264	(1,917)	3,181	3,818	(25)	3,843	6,274	6,896	
Federal Direct Aids	0	(114)	114	0	(114)	114	135	136	
Local Sales	0	0	0	0	0	0	0	0	
Sale of Bonds or Loans	0	0	0	0	0	0	0	0	
<b>Total Revenues</b>	<b>3,401</b>	<b>(537)</b>	<b>3,938</b>	<b>28,956</b>	<b>25,644</b>	<b>3,312</b>	<b>94,351</b>	<b>95,384</b>	
<u>Expenditures</u>									
Salaries	4,792	4,609	(183)	14,482	14,269	(213)	54,200	54,655	
Benefits	1,844	1,832	(12)	6,736	6,697	(39)	26,025	26,158	
Purchased Services	723	366	(357)	2,213	1,886	(327)	7,249	7,436	
Supplies & Materials	111	111	0	743	665	(78)	1,654	2,414	
Chargebacks	(1)	0	1	(2)	0	2	(329)	(328)	
Capital Expenditures	4	15	11	73	410	337	331	219	
Debt Service	0	0	0	0	47	47	20	20	
Other	7	2	(5)	80	119	39	1,017	788	
<b>Total Expenditures</b>	<b>7,480</b>	<b>6,935</b>	<b>(545)</b>	<b>24,325</b>	<b>24,093</b>	<b>(232)</b>	<b>90,168</b>	<b>91,362</b>	
Transfers In (Out)	0	0	0	0	0	0	(4,183)	(4,183)	
<b>Operating Excess (Deficit)</b>	<b>(\$4,079)</b>	<b>(\$7,472)</b>	<b>3,393</b>	<b>\$4,631</b>	<b>\$1,551</b>	<b>\$3,080</b>	<b>(\$0)</b>	<b>(\$162)</b>	

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 (IN THOUSANDS)

Revenues	CURRENT MONTH			YEAR - T O - D A T E			ANNUAL BUDGET	
	FY2016	FY2015	Variance	FY2016	FY2015	Variance	Adopted	Revised
	\$	\$	%	\$	\$	%		
Levy	\$0	\$0	N/A	\$0	\$0	N/A	\$9,174	\$9,174
Interest	1	218	(99.5)	5	73	(93.5)	55	55
Tuition, Fees, Admissions	278	(982)	128.3	377	372	1.5	1,480	1,480
Other Local Revenues	61	100	(38.6)	163	190	(14.0)	305	334
State Sources	1,728	1,889	(8.5)	24,317	24,494	(0.7)	64,985	64,985
Federal Aids from MDE	0	(8)	100.0	0	0	N/A	0	0
Federal Direct Aids	0	0	N/A	0	0	N/A	0	0
Local Sales	0	0	N/A	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	N/A	0	0	N/A	0	0
<b>Total Revenues</b>	<b>2,069</b>	<b>1,217</b>	<b>70.0</b>	<b>24,862</b>	<b>25,129</b>	<b>(1.1)</b>	<b>75,999</b>	<b>76,028</b>
<u>Expenditures</u>								
Salaries	4,096	3,852	(6.3)	12,009	11,681	(2.8)	44,336	44,343
Benefits	1,551	1,505	(3.1)	5,626	5,557	(1.2)	20,751	20,747
Purchased Services	597	321	(276)	1,916	1,625	(291)	6,356	6,320
Supplies & Materials	87	79	(8)	587	552	(35)	1,211	1,677
Chargebacks	(2)	0	2	(6)	0	N/A	(1,361)	(1,360)
Capital Expenditures	4	14	10	58	229	171	250	164
Debt Service	0	0	0	0	47	47	20	20
Other	4	(1)	(5)	53	90	37	251	37
<b>Total Expenditures</b>	<b>6,337</b>	<b>5,770</b>	<b>(567)</b>	<b>20,244</b>	<b>19,781</b>	<b>(463)</b>	<b>71,815</b>	<b>71,949</b>
Transfers In (Out)	0	0	0	0	0	0	(4,183)	(4,183)
<b>Operating Excess (Deficit)</b>	<b>(\$4,268)</b>	<b>(\$4,553)</b>	<b>285</b>	<b>\$4,619</b>	<b>\$5,348</b>	<b>(\$729)</b>	<b>(\$0)</b>	<b>(\$104)</b>

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 (IN THOUSANDS)

Revenues	CURRENT MONTH				YEAR - TO - DATE				ANNUAL BUDGET	
	\$		%		\$		%		Adopted	Revised
	FY2016	FY2015	Variance	Variance	FY2016	FY2015	Variance	Variance		
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$487	\$487
Interest	0	0	0	N/A	0	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	0	N/A	19	26	(7)	(28.7)	418	427
Other Local Revenues	22	291	(269)	(92.4)	95	539	(444)	(82.3)	0	132
State Sources	46	(22)	68	309.2	161	89	72	81.5	11,040	11,278
Federal Aids from MDE	1,264	(1,909)	3,173	166.2	3,818	(25)	3,843	15,371.0	6,274	6,896
Federal Direct Aids	0	(114)	114	100.0	0	(114)	114	100.0	135	136
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>1,332</b>	<b>(1,754)</b>	<b>3,086</b>	<b>176.0</b>	<b>4,093</b>	<b>515</b>	<b>3,578</b>	<b>694.8</b>	<b>18,353</b>	<b>19,356</b>
<b>Expenditures</b>										
Salaries	696	757	61	8.0	2,473	2,588	115	4.4	9,863	10,312
Benefits	293	327	34	10.4	1,110	1,140	30	2.7	5,274	5,411
Purchased Services	126	45	(81)	(180.3)	297	261	(36)	(13.8)	893	1,115
Supplies & Materials	24	32	8	24.8	156	113	(43)	(38.4)	443	736
Chargebacks	1	0	(1)	N/A	3	0	(3)	N/A	1,032	1,032
Capital Expenditures	0	1	1	75.0	14	181	167	92.0	81	55
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	3	3	0	9.3	27	29	2	5.6	766	752
<b>Total Expenditures</b>	<b>1,143</b>	<b>1,165</b>	<b>22</b>	<b>1.9</b>	<b>4,081</b>	<b>4,312</b>	<b>231</b>	<b>5.4</b>	<b>18,353</b>	<b>19,413</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>\$189</b>	<b>(2,919)</b>	<b>3,108</b>	<b>106.5</b>	<b>\$12</b>	<b>(\$3,797)</b>	<b>\$3,809</b>	<b>100.3</b>	<b>(\$0)</b>	<b>(\$58)</b>

**STATEMENT OF REVENUES AND EXPENDITURES**  
 (IN THOUSANDS)

Revenues	CURRENT MONTH			YEAR - T O - DATE			ANNUAL BUDGET	
	FY2016	FY2015	Variance	FY2016	FY2015	Variance	Adopted	Revised
	\$	\$	%	\$	\$	%	\$	\$
Levy	\$0	\$0	N/A	\$0	\$0	N/A	\$0	\$0
Interest	0	0	N/A	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	N/A	0	0	N/A	0	0
Other Local Revenues	2	1	59.8	5	2	130.4	14	14
State Sources	44	27	63.4	44	52	(15.2)	156	156
Federal Aids from MDE	433	254	70.3	683	644	6.1	2,264	2,274
Federal Direct Aids	0	0	N/A	0	0	N/A	0	0
Local Sales	133	129	2.8	152	313	(161)	1,206	1,206
Sale of Bonds or Loans	0	0	N/A	0	0	N/A	0	0
<b>Total Revenues</b>	<b>611</b>	<b>411</b>	<b>48.6</b>	<b>884</b>	<b>1,011</b>	<b>(127)</b>	<b>3,640</b>	<b>3,650</b>
<b>Expenditures</b>								
Salaries	108	95	(13)	349	326	(23)	1,155	1,155
Benefits	41	36	(5)	131	121	(10)	429	429
Purchased Services	5	5	(0)	16	24	8	115	115
Supplies & Materials	175	198	23	476	531	55	1,990	2,000
Chargebacks	0	0	(0)	1	0	(1)	158	158
Capital Expenditures	7	13	6	17	108	91	34	34
Debt Service	0	0	0	0	0	0	0	0
Other	12	13	1	13	14	1	20	20
<b>Total Expenditures</b>	<b>347</b>	<b>360</b>	<b>13</b>	<b>1,003</b>	<b>1,124</b>	<b>121</b>	<b>3,902</b>	<b>3,912</b>
Transfers In (Out)	0	0	0	0	0	0	0	0
<b>Operating Excess (Deficit)</b>	<b>\$264</b>	<b>\$51</b>	<b>\$213</b>	<b>(\$119)</b>	<b>(\$113)</b>	<b>(\$6)</b>	<b>(\$262)</b>	<b>(\$262)</b>

STATEMENT OF REVENUES AND EXPENDITURES  
 (IN THOUSANDS)

Revenues	CURRENT MONTH			YEAR-TO-DATE			ANNUAL BUDGET	
	FY2016	FY2015	Variance	FY2016	FY2015	Variance	Adopted	Revised
	\$	\$	%	\$	\$	%	\$	\$
Levy	0	0	N/A	0	0	N/A	0	0
Interest	0	0	N/A	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	N/A	0	0	N/A	0	0
Other Local Revenues	0	0	N/A	0	0	N/A	5	5
State Sources	100	100	0.1	635	1,309	(674)	5,675	5,675
Federal Aids from MDE	0	0	N/A	0	0	0	0	0
Federal Direct Aids	0	0	N/A	0	0	0	0	0
Local Sales	0	0	N/A	0	6	(6)	0	0
Sale of Bonds or Loans	0	0	N/A	0	0	0	0	0
<b>Total Revenues</b>	<b>100</b>	<b>100</b>	<b>0.1</b>	<b>635</b>	<b>1,315</b>	<b>(680)</b>	<b>5,680</b>	<b>5,680</b>
<u>Expenditures</u>								
Salaries	106	100	(6.3)	299	354	55	1,199	1,199
Benefits	75	71	(4)	225	217	(8)	730	730
Purchased Services	559	571	12	1,053	1,166	113	3,921	3,921
Supplies & Materials	19	32	13	64	117	53	384	384
Chargebacks	0	0	(0)	0	0	(0)	1	1
Capital Expenditures	0	0	0	178	2	(176)	281	281
Debt Service	0	0	0	0	0	0	0	0
Other	0	0	0	0	1	1	1	1
<b>Total Expenditures</b>	<b>760</b>	<b>774</b>	<b>14</b>	<b>1,820</b>	<b>1,857</b>	<b>37</b>	<b>6,518</b>	<b>6,518</b>
Transfers In (Out)	0	0	0	0	0	0	0	0
<b>Operating Excess (Deficit)</b>	<b>(\$660)</b>	<b>(\$674)</b>	<b>\$14</b>	<b>(\$1,185)</b>	<b>(\$542)</b>	<b>(\$643)</b>	<b>(\$838)</b>	<b>(\$838)</b>

STATEMENT OF REVENUES AND EXPENDITURES  
 (IN THOUSANDS)

Revenues	CURRENT MONTH			YEAR-TO-DATE			ANNUAL BUDGET	
	\$		%	\$		%	Adopted	Revised
	FY2016	FY2015	Variance	FY2016	FY2015	Variance		
Levy	\$0	\$0	N/A	\$0	\$0	N/A	\$963	\$963
Interest	0	0	N/A	0	0	N/A	0	0
Tuition, Fees, Admissions	199	114	74.6	702	634	68	1,586	1,586
Other Local Revenues	22	78	(72.1)	84	112	(28)	78	83
State Sources	18	(187)	109.4	911	717	194	2,003	2,009
Federal Aids from MDE	35	(22)	260.3	155	0	155	162	163
Federal Direct Aids	0	(697)	100.0	0	(697)	697	1,773	1,773
Local Sales	0	0	N/A	0	0	0	0	0
Sale of Bonds or Loans	0	0	N/A	0	0	0	0	0
<b>Total Revenues</b>	<b>274</b>	<b>(714)</b>	<b>138.3</b>	<b>1,852</b>	<b>766</b>	<b>1,086</b>	<b>6,564</b>	<b>6,576</b>
<b>Expenditures</b>								
Salaries	307	278	(10.4)	992	940	(52)	3,570	3,562
Benefits	130	116	(12.2)	461	436	(25)	1,387	1,407
Purchased Services	31	94	67.5	298	358	60	1,242	1,247
Supplies & Materials	13	14	5.1	83	91	8	281	280
Chargebacks	1	0	N/A	1	0	(1)	224	224
Capital Expenditures	0	5	100.0	3	5	2	12	15
Debt Service	0	0	N/A	0	0	0	0	0
Other	3	9	66.8	10	13	3	156	148
<b>Total Expenditures</b>	<b>485</b>	<b>516</b>	<b>6.1</b>	<b>1,848</b>	<b>1,843</b>	<b>(5)</b>	<b>6,871</b>	<b>6,883</b>
Transfers In (Out)	0	0	N/A	0	0	0		
<b>Operating Excess (Deficit)</b>	<b>(\$211)</b>	<b>(\$1,230)</b>	<b>82.9</b>	<b>\$4</b>	<b>(\$1,077)</b>	<b>\$1,081</b>	<b>(\$307)</b>	<b>(\$307)</b>

STATEMENT OF REVENUES AND EXPENDITURES  
 (IN THOUSANDS)

Revenues	CURRENT MONTH			YEAR-TO-DATE			ANNUAL BUDGET	
	\$		%	\$		%	Adopted	Revised
	FY2016	FY2015	Variance	FY2016	FY2015	Variance		
Levy	\$0	\$0	N/A	\$0	\$0	N/A	\$1,029	\$1,029
Interest	0	0	N/A	0	0	N/A	0	0
Tuition, Fees, Admissions	0	0	N/A	0	0	N/A	0	0
Other Local Revenues	13	2	551.1	20	7	191.0	16	16
State Sources	29	31	(6.5)	192	337	(145)	972	972
Federal Aids from MDE	0	0	N/A	0	0	N/A	0	0
Federal Direct Aids	0	0	N/A	0	0	N/A	0	0
Local Sales	100	0	N/A	199	0	199	0	0
Sale of Bonds or Loans	0	0	N/A	0	0	N/A	0	0
<b>Total Revenues</b>	<b>142</b>	<b>33</b>	<b>328.9</b>	<b>411</b>	<b>344</b>	<b>67</b>	<b>2,017</b>	<b>2,018</b>
<b>Expenditures</b>								
Salaries	76	61	(25.1)	302	322	20	856	856
Benefits	28	25	(12.7)	127	140	13	335	335
Purchased Services	0	9	100.0	87	37	(50)	0	124
Supplies & Materials	62	16	(289.7)	62	673	611	450	512
Chargebacks	0	0	N/A	0	0	0	0	0
Capital Expenditures	0	75	100.0	991	1,005	14	3,766	3,651
Debt Service	0	0	N/A	0	0	0	0	0
Other	0	0	N/A	0	0	(0)	0	0
<b>Total Expenditures</b>	<b>167</b>	<b>186</b>	<b>10.3</b>	<b>1,569</b>	<b>2,177</b>	<b>608</b>	<b>5,406</b>	<b>5,478</b>
Transfers In (Out)	0	0	N/A	0	0	0	4,183	4,183
<b>Operating Excess (Deficit)</b>	<b>(\$25)</b>	<b>(\$153)</b>	<b>83.5</b>	<b>(\$1,158)</b>	<b>(\$1,833)</b>	<b>\$675</b>	<b>\$795</b>	<b>\$723</b>

STATEMENT OF REVENUES AND EXPENDITURES  
 (IN THOUSANDS)

Revenues	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	\$		%		\$		%		Adopted	Revised
	FY2016	FY2015	Variance	%	FY2016	FY2015	Variance	%	\$1,018	\$1,018
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$1,018	\$1,018
Interest	0	0	0	N/A	0	0	0	N/A	-	-
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	0	0	0	N/A	0	5	(5)	(100.0)	0	0
State Sources	146	15	131	874.2	146	168	(22)	(13.0)	168	168
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	0	0	0	N/A	0	0
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>146</b>	<b>15</b>	<b>131</b>	<b>876.2</b>	<b>146</b>	<b>173</b>	<b>(27)</b>	<b>(15.4)</b>	<b>1,187</b>	<b>1,187</b>
<b>Expenditures</b>										
Salaries	6	5	(1)	(13.7)	28	26	(2)	(7.5)	84	84
Benefits	2	2	0	7.2	10	10	0	0.3	26	26
Purchased Services	13	15	2	15.0	61	68	7	10.6	20	81
Supplies & Materials	26	2	(24)	(1,179.2)	54	5	(49)	(983.3)	33	93
Chargebacks	0	0	0	N/A	0	0	(0)	N/A	0	0
Capital Expenditures	229	34	(195)	(574.7)	1,072	637	(435)	(68.3)	5,068	4,944
Debt Service	0	0	0	N/A	0	0	0	N/A	0	0
Other	0	0	0	N/A	4	4	(0)	(8.7)	8	10
<b>Total Expenditures</b>	<b>275</b>	<b>58</b>	<b>(217)</b>	<b>(374.6)</b>	<b>1,229</b>	<b>750</b>	<b>(479)</b>	<b>(63.9)</b>	<b>5,238</b>	<b>5,238</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>(\$129)</b>	<b>(\$43)</b>	<b>(\$86)</b>	<b>(199.6)</b>	<b>(\$1,083)</b>	<b>(\$577)</b>	<b>(\$506)</b>	<b>(87.6)</b>	<b>(\$4,051)</b>	<b>(\$4,051)</b>

STATEMENT OF REVENUES AND EXPENDITURES  
 (IN THOUSANDS)

Revenues	CURRENT MONTH				YEAR - TO - DATE				ANNUAL BUDGET	
	\$		%		\$		%		Adopted	Revised
	FY2016	FY2015	Variance	Variance	FY2016	FY2015	Variance	Variance		
Levy	\$0	\$0	\$0	N/A	\$0	\$0	\$0	N/A	\$18,010	\$18,010
Interest	407	0	407	N/A	407	0	407	N/A	0	0
Tuition, Fees, Admissions	0	0	0	N/A	0	0	0	N/A	0	0
Other Local Revenues	0	0	0	N/A	0	0	0	N/A	0	0
State Sources	58	157	(99)	(62.8)	609	901	(292)	(32.4)	1,960	1,960
Federal Aids from MDE	0	0	0	N/A	0	0	0	N/A	0	0
Federal Direct Aids	0	0	0	N/A	485	503	(18)	(3.6)	970	970
Local Sales	0	0	0	N/A	0	0	0	N/A	0	0
Sale of Bonds or Loans	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Revenues</b>	<b>465</b>	<b>157</b>	<b>308</b>	<b>196.3</b>	<b>1,501</b>	<b>1,404</b>	<b>97</b>	<b>6.9</b>	<b>20,940</b>	<b>20,940</b>
<b>Expenditures</b>										
Salaries	0	0	0	N/A	0	0	0	N/A	0	0
Benefits	0	0	0	N/A	0	0	0	N/A	0	0
Purchased Services	0	0	0	N/A	0	0	0	N/A	0	0
Supplies & Materials	0	0	0	N/A	0	0	0	N/A	0	0
Chargebacks	0	0	0	N/A	0	0	0	N/A	0	0
Capital Expenditures	0	0	0	N/A	0	0	0	N/A	0	0
Debt Service	4	2	(2)	(75.0)	5,225	4,925	(300)	(6.1)	20,910	20,910
Other	0	0	0	N/A	0	0	0	N/A	0	0
<b>Total Expenditures</b>	<b>4</b>	<b>2</b>	<b>(2)</b>	<b>(75.0)</b>	<b>5,225</b>	<b>4,925</b>	<b>(300)</b>	<b>(6.1)</b>	<b>20,910</b>	<b>20,910</b>
Transfers In (Out)	0	0	0	N/A	0	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>\$462</b>	<b>\$155</b>	<b>\$307</b>	<b>197.9</b>	<b>(\$3,724)</b>	<b>(\$3,521)</b>	<b>(\$203)</b>	<b>(5.8)</b>	<b>\$29</b>	<b>\$29</b>

STATEMENT OF REVENUES AND EXPENDITURES  
 (IN THOUSANDS)

Revenues	CURRENT MONTH			YEAR-TO-DATE			ANNUAL BUDGET		
	\$		%	\$		%	\$		%
	FY2016	FY2015	Variance	FY2016	FY2015	Variance	Adopted	Revised	
Levy	\$0	\$0	N/A	\$0	\$0	N/A	\$0	\$0	
Interest	1	0	N/A	1	1	40.5	20	20	
Tuition, Fees, Admissions	0	0	N/A	0	0	N/A	0	0	
Other Local Revenues	0	0	N/A	0	0	N/A	170	170	
State Sources	0	0	N/A	0	0	N/A	0	0	
Federal Aids from MDE	0	0	N/A	0	0	N/A	0	0	
Federal Direct Aids	0	0	N/A	0	0	N/A	0	0	
Local Sales	0	0	N/A	0	0	N/A	0	0	
Sale of Bonds or Loans	0	0	N/A	0	0	N/A	0	0	
<b>Total Revenues</b>	<b>1</b>	<b>0</b>	<b>N/A</b>	<b>1</b>	<b>1</b>	<b>40.5</b>	<b>190</b>	<b>190</b>	
<b>Expenditures</b>									
Salaries	0	0	N/A	0	0	N/A	0	0	
Benefits	0	0	N/A	0	0	N/A	200	200	
Purchased Services	0	0	N/A	0	0	N/A	0	0	
Supplies & Materials	0	0	N/A	0	0	N/A	0	0	
Chargebacks	0	0	N/A	0	0	N/A	0	0	
Capital Expenditures	0	0	N/A	0	0	N/A	0	0	
Debt Service	0	0	N/A	0	0	N/A	0	0	
Other	0	0	N/A	0	0	N/A	0	0	
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>200</b>	<b>200</b>	
Transfers In (Out)	0	0	N/A	0	0	N/A	0	0	
<b>Operating Excess (Deficit)</b>	<b>\$1</b>	<b>\$0</b>	<b>N/A</b>	<b>\$1</b>	<b>\$1</b>	<b>40.5</b>	<b>(\$10)</b>	<b>(\$10)</b>	

STATEMENT OF REVENUES AND EXPENDITURES  
 (IN THOUSANDS)

Revenues	CURRENT MONTH				YEAR-TO-DATE				ANNUAL BUDGET	
	FY2016		FY2015		FY2016		FY2015		Adopted	Revised
	\$	%	\$	%	\$	%	\$	%	\$	\$
Levy	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Interest	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Tuition, Fees, Admissions	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Other Local Revenues	72	1.3	71	1.3	424	5.4	402	5.4	785	785
State Sources	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Federal Aids from MDE	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Federal Direct Aids	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Local Sales	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Sale of Bonds or Loans	0	N/A	0	N/A	0	N/A	0	N/A	0	0
<b>Total Revenues</b>	<b>72</b>	<b>1.3</b>	<b>71</b>	<b>1.3</b>	<b>424</b>	<b>5.4</b>	<b>402</b>	<b>5.4</b>	<b>785</b>	<b>785</b>
<b>Expenditures</b>										
Salaries	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Benefits	48	0.6	48	0.6	221	20.1	277	20.1	700	700
Purchased Services	5	(15.5)	(1)	(15.5)	22	(1.8)	22	(1.8)	54	54
Supplies & Materials	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Chargebacks	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Capital Expenditures	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Debt Service	0	N/A	0	N/A	0	N/A	0	N/A	0	0
Other	0	N/A	0	N/A	0	N/A	0	N/A	0	0
<b>Total Expenditures</b>	<b>52</b>	<b>(0.6)</b>	<b>52</b>	<b>(0.6)</b>	<b>244</b>	<b>18.4</b>	<b>299</b>	<b>18.4</b>	<b>754</b>	<b>754</b>
Transfers In (Out)	0	N/A	0	N/A	0	N/A	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>\$20</b>	<b>2.9</b>	<b>\$19</b>	<b>2.9</b>	<b>\$180</b>	<b>74.8</b>	<b>\$103</b>	<b>74.8</b>	<b>\$31</b>	<b>\$31</b>

STATEMENT OF REVENUES AND EXPENDITURES  
 (IN THOUSANDS)

Revenues	CURRENT MONTH			YEAR - TO - DATE			ANNUAL BUDGET	
	\$		%	\$		%	Adopted	Revised
	FY2016	FY2015	Variance	FY2016	FY2015	Variance		
Levy	\$0	\$0	N/A	\$0	\$0	N/A	\$0	\$0
Interest	0	0	N/A	0	0	N/A	4	4
Tuition, Fees, Admissions	196	0	N/A	196	0	N/A	588	588
Other Local Revenues	50	0	N/A	50	0	N/A	229	229
State Sources	0	0	N/A	0	0	N/A	0	0
Federal Aids from MDE	0	0	N/A	0	0	N/A	0	0
Federal Direct Aids	0	0	N/A	0	0	N/A	0	0
Local Sales	236	0	N/A	236	0	N/A	542	542
Sale of Bonds or Loans	0	0	N/A	0	0	N/A	0	0
<b>Total Revenues</b>	<b>482</b>	<b>0</b>	<b>N/A</b>	<b>482</b>	<b>0</b>	<b>N/A</b>	<b>1,362</b>	<b>1,362</b>
<u>Expenditures</u>								
Salaries	0	0	N/A	0	0	N/A	0	0
Benefits	0	0	N/A	0	0	N/A	0	0
Purchased Services	143	0	N/A	143	0	N/A	805	805
Supplies & Materials	179	0	N/A	179	0	N/A	522	522
Chargebacks	0	0	N/A	0	0	N/A	0	0
Capital Expenditures	0	0	N/A	0	0	N/A	0	0
Debt Service	0	0	N/A	0	0	N/A	0	0
Other	13	0	N/A	13	0	N/A	35	35
<b>Total Expenditures</b>	<b>334</b>	<b>0</b>	<b>N/A</b>	<b>334</b>	<b>0</b>	<b>N/A</b>	<b>1,362</b>	<b>1,362</b>
Transfers In (Out)	0	0	N/A	0	0	N/A	0	0
<b>Operating Excess (Deficit)</b>	<b>\$148</b>	<b>\$0</b>	<b>N/A</b>	<b>\$148</b>	<b>\$0</b>	<b>N/A</b>	<b>(\$0)</b>	<b>(\$0)</b>

BALANCE SHEET

ASSETS	11/30/15	06/30/15	11/30/14	FUND BALANCES	11/30/15	06/30/15	11/30/14
Cash / Investments	\$74,915	\$76,099	\$27,838	Reserved for:	\$0	\$0	\$0
Taxes & Credits Receivable	5,789	21,333	6,595	Severance	184	184	203
Accounts / Interest Receivable	(361)	258	255	Nonspendable Inventory	103	103	134
Due from Other Funds	403	403	0	Nonspendable Prepaids	103	103	108
Due from Other MN Districts	1,222	1,222	0	Staff Development	185	185	0
Due From MDE	7,792	7,792	7,731	Teacher Dev & Eval	0	0	0
Due From Federal thru MDE	2,961	2,961	58	Basic skills	0	0	0
Due From Federal - Direct	2,086	2,086	0	Learning development	0	0	0
Due from Other Governments	130	130	0	Desegregation	0	0	0
Inventory	184	184	196	Gifted and Talented	0	0	0
Prepaids	130	103	50	Pupil Transportation Safety	0	0	0
				ECFE	268	268	212
Total Assets	<u>\$95,252</u>	<u>\$112,570</u>	<u>\$42,723</u>	Community Education	534	534	350
				Community Services	254	254	220
				Operating Capital	0	0	0
LIABILITIES				Facilities	3,734	3,734	4,243
Tax and Aid Anticipation Payable	\$ -	\$ -	\$ -	Alternative facilities	1,864	1,864	1,988
Accrued Interest Payable	0	0	0	Restricted Programs	46	46	67
Salaries Payable	108	13,859	(139)	Bond Refunding	47,259	47,259	0
Accounts Payable	51	1,335	346	Endowment	1,817	1,816	1,822
Due to Other Funds	403	403	53	Encumbrances	0	0	0
Due to Other MN Districts	71	71	0	Severance-Insurance Prem	0	0	3,698
Due to Other Governments	(0)	0	0	Area Learning Center	435	435	22
Claims Payable	304	170	168	Designated for:			
Deferred Revenue	337	450	598	Textbooks	837	837	795
Taxes Levied for Subsequent Yr.	33,795	33,795	31,730	Carryovers	155	155	169
Property tax shift	0	(0)	0	Operating Capital	0	0	0
				Referendum	0	0	0
Total Liabilities	<u>\$35,070</u>	<u>\$50,083</u>	<u>\$32,756</u>	Undesignated	2,404	4,710	(4,012)
				Total Fund Balance	<u>\$60,182</u>	<u>\$62,487</u>	<u>\$10,019</u>
				Liabilities & Fund Balance	<u>\$95,252</u>	<u>\$112,570</u>	<u>\$42,775</u>

BALANCE SHEET

ASSETS	11/30/15	06/30/15	11/30/14	FUND BALANCES	11/30/15	06/30/15	11/30/14
Cash / Investments	\$16,377	\$9,922	\$18,277	Reserved for:			
Taxes & Credits Receivable	(6,588)	8,955	(5,612)	Severance	\$0	\$0	\$0
Accounts / Interest Receivable	(571)	60	222	Nonspendable Inventory	90	90	79
Due from Other Funds	208	208	0	Nonspendable Prepaids	94	94	128
Due from Other MN Districts	1,222	1,222	0	Staff Development	103	103	108
Due From MDE	7,221	7,221	7,365	Teacher Dev & Eval	185	185	0
Due From Federal thru MDE	2,711	2,711	0	Basic skills	0	0	0
Due From Federal - Direct	114	114	0	Learning development	0	0	0
Due from Other Governments	130	130	0	Integration	0	0	0
Inventory	90	90	82	Gifted and Talented	0	0	0
Prepaids	122	94	50	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
Total Assets	<u>\$21,036</u>	<u>\$30,728</u>	<u>\$20,384</u>	Community Education	0	0	0
				Community Services	0	0	0
LIABILITIES				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries & Benefits Payable	(420)	13,362	(657)	Restricted Programs	0	0	0
Accounts Payable	29	706	88	Escrow Account	0	0	0
Due to Other Funds	121	121	0	Severance-Insurance Prem	0	0	3,698
Due to Other MN Districts	71	71	0	Encumbrances	0	0	0
Due to Other Governments	(0)	0	0	Area Learning Center	435	435	22
Claims Payable	304	170	168	Designated for:			
Deferred Revenue	285	283	33	Textbooks	0	0	0
Taxes Levied for Subsequent Yr.	11,120	11,120	10,254	Carryovers	155	155	169
Property tax shift	0	(0)	0	Operating Capital	0	0	0
				Referendum	0	0	0
Total Liabilities	<u>\$11,510</u>	<u>\$25,833</u>	<u>\$9,886</u>	Undesignated	8,464	3,833	6,294
				Total Fund Balance	<u>\$9,526</u>	<u>\$4,895</u>	<u>\$10,498</u>
				Liabilities & Fund Balance	<u>\$21,036</u>	<u>\$30,728</u>	<u>\$20,384</u>

## BALANCE SHEET

Duluth Public Schools - ISD #709  
 November 15  
 Food Service Fund

	11/30/15	06/30/15	11/30/14		11/30/15	06/30/15	11/30/14
<b>ASSETS</b>							
Cash / Investments	\$751	\$856	\$871	FUND BALANCES			
Taxes & Credits Receivable	0	0	0	Reserved for:			
Accounts / Interest Receivable	9	6	5	Severance	\$0	\$0	\$0
Due from Other Funds	0	0	0	Nonspendable Inventory	94	94	121
Due from Other MN Districts	0	0	0	Nonspendable Prepaids	1	1	1
Due From MDE	0	0	0	Staff Development	0	0	0
Due From Federal thru MDE	130	130	58	Reemployment comp	0	0	0
Due From Federal - Direct	0	0	0	Basic skills	0	0	0
Due from Other Governments	0	0	0	Learning development	0	0	0
Inventory	94	94	114	Desegregation	0	0	0
Prepaids	1	1	0	Gifted and Talented	0	0	0
				Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
<b>Total Assets</b>	<b>\$984</b>	<b>\$1,087</b>	<b>\$1,048</b>	Community Education	0	0	0
				Community Services	0	0	0
<b>LIABILITIES</b>							
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Operating Capital	0	0	0
Accrued Interest Payable	0	0	0	Facilities	0	0	0
Salaries Payable	73	11	66	Alternative facilities	0	0	0
Accounts Payable	6	51	15	Restricted Programs	0	0	0
Due to Other Funds	0	0	0	Escrow Account	0	0	0
Due to Other MN Districts	0	0	0	Endowment	0	0	0
Due to Other Governments	0	0	0	Encumbrances	0	0	0
Claims Payable	0	0	0	Designated for:			
Deferred Revenue	0	0	0	Textbooks	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Operating Capital	0	0	0
Property tax shift	0	0	0	Undesignated	810	930	845
				<b>Total Fund Balance</b>	<b>\$906</b>	<b>\$1,025</b>	<b>\$967</b>
<b>Total Liabilities</b>	<b>\$79</b>	<b>\$62</b>	<b>\$81</b>				
				<b>Liabilities &amp; Fund Balance</b>	<b>\$984</b>	<b>\$1,087</b>	<b>\$1,048</b>

BALANCE SHEET

November 15

Transportation Fund

ASSETS	11/30/15	06/30/15	11/30/14	FUND BALANCES		
	(\$3,167)	(\$2,051)	(\$2,079)	11/30/15	06/30/15	11/30/14
Cash / Investments	0	0	0	Reserved for:	\$0	\$0
Taxes & Credits Receivable	9	38	12	Severance	0	3
Accounts / Interest Receivable	0	0	0	Nonspendable Inventory	2	0
Due from Other Funds	0	0	0	Nonspendable Prepaids	0	0
Due from Other MN Districts	31	31	24	Staff Development	0	0
Due From MDE	0	0	0	Reemployment comp	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0
Due from Other Governments	0	0	0	Desegregation	0	0
Inventory	(0)	0	0	Gifted and Talented	0	0
Prepaids	2	2	0	Pupil Transportation Safety	0	0
				ECFE	0	0
Total Assets	<u>(\$3,126)</u>	<u>(\$1,980)</u>	<u>(\$2,043)</u>	Community Education	0	0
				Community Services	0	0
LIABILITIES				Operating Capital	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0
Salaries Payable	152	19	144	Restricted Programs	0	0
Accounts Payable	3	97	153	Escrow Account	0	0
Due to Other Funds	0	0	0	Endowment	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0
Due to Other Governments	0	0	0	Designated for:		
Claims Payable	0	0	0	Textbooks	0	0
Deferred Revenue	0	0	0	Operating Capital	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Undesignated	(3,283)	(2,098)
Property tax shift	0	0	0	Total Fund Balance	<u>(\$3,281)</u>	<u>(\$2,096)</u>
Total Liabilities	<u>\$155</u>	<u>\$116</u>	<u>\$297</u>	Liabilities & Fund Balance	<u>(\$3,126)</u>	<u>(\$2,043)</u>

BALANCE SHEET

ASSETS	11/30/15	06/30/15	11/30/14	FUND BALANCES	11/30/15	06/30/15	11/30/14
Cash / Investments		\$66	\$350	Reserved for:		\$0	\$0
Taxes & Credits Receivable	(243)	636	605	Severance	0	0	0
Accounts / Interest Receivable	21	0	0	Nonspendable Inventory	6	6	5
Due from Other Funds	0	0	0	Staff development	0	0	0
Due from Other MN Districts	0	0	0	Reemployment comp	0	0	0
Due From MDE	311	311	129	Basic skills	0	0	0
Due From Federal thru MDE	120	120	0	Learning development	0	0	0
Due From Federal - Direct	1,972	1,972	0	Desegregation	0	0	0
Due from Other Governments	0	0	0	Gifted and Talented	0	0	0
Inventory	(0)	0	0	Pupil Transportation Safety	0	0	0
Prepays	6	6	0	ECFE	268	268	212
<b>Total Assets</b>	<b>\$2,822</b>	<b>\$3,116</b>	<b>\$1,084</b>	Community Education	534	534	350
				Community Services	254	254	220
				Operating Capital	0	0	0
<b>LIABILITIES</b>				Facilities	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Alternative facilities	0	0	0
Accrued Interest Payable	0	0	0	Restricted Programs	46	46	67
Salaries Payable	236	446	222	Escrow Account	0	0	0
Accounts Payable	1	89	8	Endowment	0	0	0
Due to Other Funds	282	282	53	Encumbrances	0	0	0
Due to Other MN Districts	0	0	0	Designated for:			
Due to Other Governments	0	0	0	Textbooks	0	0	0
Claims Payable	0	0	0	Operating Capital	0	0	0
Deferred Revenue	52	52	47	Undesignated	4	0	(1,078)
Taxes Levied for Subsequent Yr.	1,139	1,139	1,030	<b>Total Fund Balance</b>	<b>\$1,112</b>	<b>\$1,108</b>	<b>(\$224)</b>
Property tax shift	0	0	0				
<b>Total Liabilities</b>	<b>\$1,710</b>	<b>\$2,008</b>	<b>\$1,360</b>				
				<b>Liabilities &amp; Fund Balance</b>	<b>\$2,822</b>	<b>\$3,116</b>	<b>\$1,136</b>

BALANCE SHEET

	ASSETS	11/30/15	06/30/15	11/30/14	FUND BALANCES	11/30/15	06/30/15	11/30/14
	Cash / Investments				Reserved for:			
	Taxes & Credits Receivable	0	0	0	Severance	\$0	\$0	\$0
	Accounts / Interest Receivable	0	14	0	Nonspendable Inventory	0	0	0
	Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
	Due from Other MN Districts	0	0	0	Staff Development	0	0	0
	Due From MDE	0	0	0	Reemployment comp	0	0	0
	Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
	Due From Federal - Direct	0	0	0	Learning development	0	0	0
	Due from Other Governments	0	0	0	Desegregation	0	0	0
	Inventory	0	0	0	Gifted and Talented	0	0	0
	Prepays	0	0	0	Pupil Transportation Safety	0	0	0
					ECFE	0	0	0
	Total Assets	<u>(\$2,407)</u>	<u>(\$1,227)</u>	<u>(\$5,862)</u>	Community Education	0	0	0
					Community Services	0	0	0
	LIABILITIES				Operating Capital	0	0	0
	Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
	Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
	Salaries Payable	64	18	82	Restricted Programs	0	0	0
	Accounts Payable	0	68	0	Escrow Account	0	0	0
	Due to Other Funds	0	0	0	Endowment	0	0	0
	Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
	Due to Other Governments	0	0	0	Designated for:			
	Claims Payable	0	0	0	Textbooks	837	837	795
	Deferred Revenue	0	0	0	School Carryover	0	0	0
	Taxes Levied for Subsequent Yr.	0	0	0	Operating Capital	0	0	0
	Property tax shift	0	0	0	Undesignated	(3,308)	(2,150)	(6,739)
	Total Liabilities	<u>\$64</u>	<u>\$86</u>	<u>\$82</u>	Total Fund Balance	<u>(\$2,471)</u>	<u>(\$1,313)</u>	<u>(\$5,944)</u>
					Liabilities & Fund Balance	<u>(\$2,407)</u>	<u>(\$1,227)</u>	<u>(\$5,862)</u>

BALANCE SHEET

	FUND BALANCES			
	11/30/15	06/30/15	11/30/15	11/30/14
<b>ASSETS</b>				
Cash / Investments	\$4,516	\$5,833	\$5,657	
Taxes & Credits Receivable	0	0	0	\$0
Accounts / Interest Receivable	0	0	0	0
Due from Other Funds	0	0	0	0
Due from Other MN Districts	0	0	0	0
Due From MDE	17	17	17	0
Due From Federal thru MDE	0	0	0	0
Due From Federal - Direct	0	0	0	0
Due from Other Governments	0	0	0	0
Inventory	0	0	0	0
Prepays	0	0	0	0
<b>Total Assets</b>	<b>\$4,533</b>	<b>\$5,849</b>	<b>\$5,674</b>	
<b>LIABILITIES</b>				
Tax and Aid Anticipation Payable	\$0	\$0	\$0	\$0
Accrued Interest Payable	0	0	0	0
Salaries Payable	4	3	4	0
Accounts Payable	13	248	15	0
Due to Other Funds	0	0	0	0
Due to Other MN Districts	0	0	0	0
Due to Other Governments	0	0	0	0
Claims Payable	0	0	0	0
Deferred Revenue	0	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	0
Property tax shift	0	0	0	0
<b>Total Liabilities</b>	<b>\$17</b>	<b>\$251</b>	<b>\$19</b>	
<b>RESERVED FUNDS</b>				
Reserved for:				
Severance	\$0	\$0	\$0	\$0
Nonspendable Inventory	0	0	0	0
Nonspendable Prepays	0	0	0	0
Staff Development	0	0	0	0
Reemployment comp	0	0	0	0
Basic skills	0	0	0	0
Learning development	0	0	0	0
Desegregation	0	0	0	0
Gifted and Talented	0	0	0	0
Pupil Transportation Safety	0	0	0	0
ECFE	0	0	0	0
Community Education	0	0	0	0
Community Services	0	0	0	0
Operating Capital	0	0	0	0
Facilities	3,734	3,734	3,734	4,243
Alternative facilities	1,864	1,864	1,864	1,988
Restricted Programs	0	0	0	0
Escrow Account	0	0	0	0
Endowment	0	0	0	0
Encumbrances	0	0	0	0
Textbooks	0	0	0	0
Operating Capital	0	0	0	0
Undesignated	(1,083)	0	0	(576)
<b>Total Fund Balance</b>	<b>\$4,516</b>	<b>\$5,598</b>	<b>\$5,655</b>	
<b>LIABILITIES &amp; FUND BALANCE</b>				
<b>Liabilities &amp; Fund Balance</b>	<b>\$4,533</b>	<b>\$5,849</b>	<b>\$5,674</b>	

BALANCE SHEET

	FUND BALANCES			
	11/30/15	06/30/15	11/30/14	11/30/14
<b>ASSETS</b>				
Cash / Investments	\$55,988	\$59,713	\$7,556	
Taxes & Credits Receivable	11,742	11,742	11,602	
Accounts / Interest Receivable	128	128	0	
Due from Other Funds	0	0	0	
Due from Other MN Districts	0	0	0	
Due From MDE	212	212	196	
Due From Federal thru MDE	0	0	0	
Due From Federal - Direct	0	0	0	
Due from Other Governments	0	0	0	
Inventory	0	0	0	
Prepays	0	0	0	
<b>Total Assets</b>	<b>\$68,070</b>	<b>\$71,794</b>	<b>\$19,354</b>	
<b>LIABILITIES</b>				
Tax and Aid Anticipation Payable	\$0	\$0	\$0	
Accrued Interest Payable	0	0	0	
Salaries Payable	0	0	0	
Accounts Payable	0	0	0	
Due to Other Funds	0	0	0	
Due to Other MN Districts	0	0	0	
Due to Other Governments	0	0	0	
Claims Payable	0	0	0	
Deferred Revenue	0	0	518	
Taxes Levied for Subsequent Yr.	21,535	21,535	20,446	
Property tax shift	0	0	0	
<b>Total Liabilities</b>	<b>\$21,535</b>	<b>\$21,535</b>	<b>\$20,964</b>	
<b>RESERVED FUNDS</b>				
Reserved for:				
Severance	\$0	\$0	\$0	
Nonspendable Inventory	0	0	0	
Nonspendable Prepays	0	0	0	
Staff Development	0	0	0	
Reemployment comp	0	0	0	
Basic skills	0	0	0	
Learning development	0	0	0	
Desegregation	0	0	0	
Gifted and Talented	0	0	0	
Pupil Transportation Safety	0	0	0	
ECFE	0	0	0	
Community Education	0	0	0	
Community Services	0	0	0	
Operating Capital	0	0	0	
Facilities	0	0	0	
Alternative facilities	0	0	0	
Restricted Programs	0	0	0	
Escrow Account	0	0	0	
Bond Refundings	47,259	47,259	0	
Encumbrances	0	0	0	
Designated for:				
Textbooks	0	0	0	
Operating Capital	0	0	0	
Undesignated	(724)	3,000	(1,610)	
<b>Total Fund Balance</b>	<b>\$46,535</b>	<b>\$50,259</b>	<b>(\$1,610)</b>	
<b>LIABILITIES &amp; FUND BALANCE</b>				
<b>Liabilities &amp; Fund Balance</b>	<b>\$68,070</b>	<b>\$71,794</b>	<b>\$19,354</b>	

BALANCE SHEET

	ASSETS	11/30/15	06/30/15	11/30/14	FUND BALANCES	11/30/15	06/30/15	11/30/14
Cash / Investments		\$1,618	\$1,616	\$1,807	Reserved for:	\$0	\$0	\$0
Taxes & Credits Receivable		0	0	0	Severance	0	0	0
Accounts / Interest Receivable		4	4	15	Nonspendable Inventory	0	0	0
Due from Other Funds		195	195	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts		0	0	0	Staff Development	0	0	0
Due From MDE		0	0	0	Reemployment comp	0	0	0
Due From Federal thru MDE		0	0	0	Basic skills	0	0	0
Due From Federal - Direct		0	0	0	Learning development	0	0	0
Due from Other Governments		0	0	0	Desegregation	0	0	0
Inventory		0	0	0	Gifted and Talented	0	0	0
Prepays		0	0	0	Pupil Transportation Safety	0	0	0
					ECFE	0	0	0
Total Assets		<u>\$1,817</u>	<u>\$1,816</u>	<u>\$1,822</u>	Community Education	0	0	0
					Community Services	0	0	0
LIABILITIES					Operating Capital	0	0	0
Tax and Aid Anticipation Payable		\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable		0	0	0	Alternative facilities	0	0	0
Salaries Payable		0	0	0	Restricted Programs	0	0	0
Accounts Payable		0	0	0	Escrow Account	0	0	0
Due to Other Funds		0	0	0	Endowment	1,817	1,816	1,822
Due to Other MN Districts		0	0	0	Encumbrances	0	0	0
Due to Other Governments		0	0	0	Designated for:			
Claims Payable		0	0	0	Textbooks	0	0	0
Deferred Revenue		0	0	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.		0	0	0	Undesignated	0	0	0
Property tax shift		0	0	0	Total Fund Balance	<u>\$1,817</u>	<u>\$1,816</u>	<u>\$1,822</u>
Total Liabilities		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>				
					Liabilities & Fund Balance	<u>\$1,817</u>	<u>\$1,816</u>	<u>\$1,822</u>

BALANCE SHEET

ASSETS	11/30/15	06/30/15	11/30/14	FUND BALANCES	11/30/15	06/30/15	11/30/14
Cash / Investments	\$216	\$265	\$178	Reserved for:	\$0	\$0	\$0
Taxes & Credits Receivable	0	0	0	Severance	0	0	0
Accounts / Interest Receivable	39	1	1	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepaids	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	0	0	0	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Reemployment comp	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepaids	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
Total Assets	<u>\$255</u>	<u>\$266</u>	<u>\$179</u>	Community Education	0	0	0
				Community Services	0	0	0
LIABILITIES				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	0	0	0	Restricted Programs	0	0	0
Accounts Payable	0	76	67	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Endowment	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:	0	0	0
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	0	115	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Undesignated	255	75	112
Property tax shift	0	0	0				
Total Liabilities	<u>\$0</u>	<u>\$191</u>	<u>\$67</u>	Total Fund Balance	<u>\$255</u>	<u>\$75</u>	<u>\$112</u>
				Liabilities & Fund Balance	<u>\$255</u>	<u>\$266</u>	<u>\$179</u>

BALANCE SHEET

ASSETS	11/30/15	06/30/15	11/30/14	FUND BALANCES	11/30/15	06/30/15	11/30/14
Cash / Investments	\$1,267	\$1,119	\$1,083	Reserved for:	\$0	\$0	\$0
Taxes & Credits Receivable	0	0	0	Severance	0	0	0
Accounts / Interest Receivable	0	0	0	Nonspendable Inventory	0	0	0
Due from Other Funds	0	0	0	Nonspendable Prepays	0	0	0
Due from Other MN Districts	0	0	0	Staff Development	0	0	0
Due From MDE	0	0	0	Reemployment comp	0	0	0
Due From Federal thru MDE	0	0	0	Basic skills	0	0	0
Due From Federal - Direct	0	0	0	Learning development	0	0	0
Due from Other Governments	0	0	0	Desegregation	0	0	0
Inventory	0	0	0	Gifted and Talented	0	0	0
Prepays	0	0	0	Pupil Transportation Safety	0	0	0
				ECFE	0	0	0
Total Assets	<u>\$1,267</u>	<u>\$1,119</u>	<u>\$1,083</u>	Community Education	0	0	0
				Community Services	0	0	0
LIABILITIES				Operating Capital	0	0	0
Tax and Aid Anticipation Payable	\$0	\$0	\$0	Facilities	0	0	0
Accrued Interest Payable	0	0	0	Alternative facilities	0	0	0
Salaries Payable	0	0	0	Restricted Programs	0	0	0
Accounts Payable	0	0	0	Escrow Account	0	0	0
Due to Other Funds	0	0	0	Endowment	0	0	0
Due to Other MN Districts	0	0	0	Encumbrances	0	0	0
Due to Other Governments	0	0	0	Designated for:			
Claims Payable	0	0	0	Textbooks	0	0	0
Deferred Revenue	0	0	0	Operating Capital	0	0	0
Taxes Levied for Subsequent Yr.	0	0	0	Undesignated	1,267	1,119	1,083
Property tax shift	0	0	0	Total Fund Balance	<u>\$1,267</u>	<u>\$1,119</u>	<u>\$1,083</u>
Total Liabilities	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>				
				Liabilities & Fund Balance	<u>\$1,267</u>	<u>\$1,119</u>	<u>\$1,083</u>





**ISD #709 - Duluth Public Schools**  
**ACH & Wire Transfer Summary**  
**Period Ending 11/30/2015**

<u>CHECK DATE</u>	<u>VENDOR ID</u>	<u>DESCRIPTION</u>	<u>MSDLFA</u>
11/06/2015	V79764	DULUTH FEDERATION OF TEA	29,831.69
11/06/2015	V107231	DULUTH TEACHERS CREDIT	7,696.28
11/06/2015	V106637	EBC - FLEX EFT	12,412.98
11/06/2015	V106636	EBC - TSA EFT	73,730.58
11/06/2015	V79771	EDUCATION MN CLERICAL	1,420.23
11/06/2015	V108869	EMPOWER RETIREMENT FOR MSRS	40,781.68
11/06/2015	V102915	FEDERAL 941 PR TAXES	610,866.61
11/06/2015	V108066	MG TRUST	122,530.50
11/06/2015	V05173	MN CHILD SUPPORT EFT	2,388.34
11/06/2015	V108320	MN DEPT OF REVENUE EFT	123.32
11/06/2015	V102916	MN STATE PR TAXES	102,582.48
11/06/2015	V79708	PUBLIC EMPLOYEES RETIREMENT	95,703.82
11/06/2015	V108783	TEACHERS RETIREMENT ASSOC EFT	259,389.98
11/06/2015	V79704	U S BANK - PY DIRECT DEPOSIT	1,566,329.35
11/20/2015	V79764	DULUTH FEDERATION OF TEA	30,339.91
11/20/2015	V107231	DULUTH TEACHERS CREDIT	7,646.28
11/20/2015	V106637	EBC - FLEX EFT	12,412.88
11/20/2015	V106636	EBC - TSA EFT	73,309.34
11/20/2015	V79771	EDUCATION MN CLERICAL	1,420.23
11/20/2015	V108869	EMPOWER RETIREMENT FOR MSRS	302,075.12
11/20/2015	V102915	FEDERAL 941 PR TAXES	607,246.40
11/20/2015	V108066	MG TRUST	121,633.28
11/20/2015	V05173	MN CHILD SUPPORT EFT	2,409.92
11/20/2015	V108320	MN DEPT OF REVENUE EFT	208.22
11/20/2015	V102916	MN STATE PR TAXES	101,686.04
11/20/2015	V79708	PUBLIC EMPLOYEES RETIREMENT	98,698.33
11/20/2015	V108783	TEACHERS RETIREMENT ASSOC EFT	262,705.40
11/20/2015	V79704	U S BANK - PY DIRECT DEPOSIT	1,602,633.16
11/25/2015	V06645	MEDICA HEALTH PLAN (EFT)	170,381.50
11/25/2015	V106638	PEIP - HLTH EFT	1,210,524.00
11/25/2015	V80030	DELTA DENTAL PLAN OF MN(EFT)	52,334.11
11/25/2015	V104923	HARRIS BANK	33,562.16
11/25/2015	V05246	MN UI FUND EFT	15,185.02
			<u>7,632,199.14</u>

**ISD 709 – Duluth Public Schools  
GF Investment Activity for FY 2016  
As of November 30, 2015**

**Beginning Investment Balance (October 31, 2015):** \$ **10,347,503.93**

**Add Purchases:**

<u>Date</u>	<u>Issuer</u>	<u>Broker</u>	<u>Matures</u>	<u>Yield (YTM)</u>	
11/03	MN Trust Term Series	PMA	02/18/16	0.16%	\$ 1,500,000.00
11/09	MN Trust Term Series	PMA	01/26/16	0.14%	4,000,000.00
11/18	Mizrahi Tefahot Bank (CA)	MBS	02/01/16	0.20%	249,000.00
11/20	TCM Bank, NA (FL)	MBS	02/17/16	0.25%	249,000.00
11/23	Bank of Baroda (NY)	MBS	02/23/16	0.30%	249,000.00
11/24	MN Trust Term Series	PMA	01/26/16	0.13%	3,000,000.00
11/25	Bank of India (NY)	MBS	02/24/16	0.25%	249,000.00

**Total Purchases \$ 9,496,000.00**

**Deduct Maturities/Calls/Sales:**

<u>Date</u>	<u>Issuer</u>	<u>Broker</u>	<u>Matures</u>	<u>Yield (YTM)</u>	
11/09	Citizen's Alliance Bk (MN)	MBS	11/09/15	0.25%	\$ 249,000.00
11/12	Bank of Baroda (NY)	MBS	11/12/15	0.30%	249,000.00
11/12	Beal Bank USA (NV)	MBS	11/12/15	0.25%	249,000.00
11/12	Cardinal Bank (VA)	MBS	11/12/15	0.30%	240,000.00
11/16	Enterprise B & T (MO)	MBS	11/16/15	0.25%	249,000.00
11/20	VantageSouth Bank (NC)	MBS	11/20/15	0.30%	240,000.00
11/30	Alpine B & T (IL)	MBS	11/30/15	0.25%	249,000.00

**Total Maturities \$ 1,725,000.00**

**Other items:**

<b>Add:</b>	Money Market Funds Interest	\$ 48.52
	Beginning Value Adjustment	0.00
	Other Interest/Cash Balance on Account	730,457.63
<b>Deduct:</b>	Transaction Fees/Other	0.00
	Market Value Adjustment	0.00

**Total Other \$ 730,506.15**

**Ending Investment Balance (November 30, 2015) \$ 18,849,010.08**

**Duluth Public Schools-ISD 709**  
**APU / PU Projection Report - FY 2016**  
**January 2016**

Grade Levels	Jan Enrollment	Progression to PU	Projected PU	PUW	Projected APU	EOY APU 1415
KG	568.5	1.000939581	569.03	1.00	569.03	<b>626.14</b>
HK	81	1.016967593	82.37	1.00	82.37	<b>66.48</b>
Gr 1-3	1948.65	0.992574582	1934.18	1.00	1934.18	<b>1962.97</b>
Gr 4-6	1774	0.981557008	1741.28	1.00	1741.28	<b>1769.40</b>
Gr 7-8	1139	0.977583496	1113.47	1.20	1336.16	<b>1365.14</b>
Gr 9-12	2782.75	0.928433976	2583.60	1.20	3100.32	<b>3149.47</b>
<b>Sub-Total</b>	8293.9				<b>8763.35</b>	<b>8939.61</b>
<b>Other APU Generators</b>						
	Jan Enrollment	Progression to PU	Projected PU	PUW	Projected APU	EOY APU 1415
<b>Early Childhood</b>	234	0.407894525	95.45	1.000	<b>95.45</b>	<b>93.34</b>
Early Childhood Details	Final Count	Jan 1 Count	Final PU			
12-13	344	196	91.75			
13-14	368	210	83.09			
14-15	371	213	93.34			
15-16*		234	95.45			
<b>Resident Tuition**</b>						
Resident Tuition Details	Total APU				39.28	
12-13	48.46					
13-14	36.47					
14-15	32.9					
15-16*	39.28					
<b>ALC</b>						
ALC Details**	Total APU				263.31	
12-13	273.97					
13-14	237.86					
14-15	278.11					
15-16*	263.31					
<b>Projected Total APU</b>					<b>8858.80</b>	<b>9032.95</b>
<b>Budgeted APU</b>					<b>8945.50</b>	
<b>Net</b>					<b>-86.70</b>	

\* Projected

\*\* Included in Grade level projections

Fund Raisers

<u>School</u>	<u>Organization</u>	<u>Function</u>
Lincoln Park	School	Home & Family Catalog Sales
Lincoln	School	Hill Climb
Denfeld High	Boys & Girls Basketball	Schwan, Butter Braids, Subway Cards
Stowe	Wolfridge	Candy Bar Sales
Stowe	School	Yearbook, School Store, Shiny Paper, Box Tops



December 23, 2015

Kerry Leider  
ISD 709  
215 North First Ave East  
Duluth, MN 55802

RE: Ordean East Middle School Stage

Dear Kerry,

We have reviewed both proposal from Hunt Electric and ESC Systems regarding the sound systems for subject project. Both Proposals have equivalent (the same quantity) Materials. An economic review indicated that the ESC is lower in price. Based on the historical record and the comments previously addressed we would recommend that the price of \$38,430.64 be executed via a purchase order to ESC.

If you have any questions, please contact me.

Sincerely,

Foster, Jacobs & Johnson, Inc

Nate Eisenbarth

CC: David Spooner, ISD 709

Ordean East Middle School  
 Auditorium Sound System Equipment  
 Quote #4223

Contractor	<i>Addendum 1</i>	<i>Addenda 2</i>	<i>Bid Bond /Security</i>	<i>Base Quote</i>		
Endresen Sound Company Inc.				\$38,430.64		
Hunt Electric Corporation				\$39,849.00		

**2508030 - School Board Member Compensation**

School Board members shall be compensated for School Board work. Compensation shall be a stipend of ~~\$630.00~~ **\$703.00** per month, to a maximum of ~~\$7,560.00~~ **\$8,436.00** (excluding negotiations) during one (1) calendar year. The Chairperson, however, shall receive an additional ~~\$52.50~~ **\$58.50** per month for discharging the duties of his/her office. The maximum compensation for the chairperson shall not exceed ~~\$8,190.00~~ **\$9,138.00** (excluding negotiations) during one (1) calendar year. This policy shall be effective January 1, ~~2008~~ **2016**, *be* and reviewed annually in January.

Board compensation is the stipend for all Board related activities, including committee assignments.

Board members shall not accept additional compensation from any source for Board related activities.

**Renumbered to MSBA Policy Numbering System from 8030 to 250**

**First Reading: January 19, 2016**

Adopted: 02-10-81 ISD 709

Revised: 07-10-84

03-08-88

03-10-92

01-09-95

06-20-95

03-18-97

02-28-06

06-20-06

02-28-07

02-26-08

01-22-13 ISD 709

District	Contact #	# Students	Monthly Stipend	Yearly	x-tra Officers	
<b>DULUTH</b>		<b>10,600</b>	<b>630</b>	<b>7,560</b>	<b>52.50/mo Chair</b>	
<b>DULUTH/NEW</b>			<b>703</b>	<b>8,436</b>	<b>58.50/mo Chair</b>	
Bloomington	1-952-681-6400	10,400	600	7,200	None	No change
Burnsville	1-952-707-2000	10,500	500	6,000	600/yr Chair	No response
Eden Prarie	1-952-975-7000	9,017	400	4,800	150/mo Chair	No change
Moundsview	1-651-621-6000	10,576	541	6,500	550/yr Chair-300/yr Vice	No change
St. Cloud	1-320-253-9333	9,495	603	7,236	90/mo Chair	No response
Minneapolis	1-612-668-0200	35,000		20,000	2,000/yr Chair/Vice Chair	New
St. Paul	1-651-767-8152	39,214	900	10,800	41% of Health Insurance Plan	New
Rochester	1-507-328-3000	17,000				New/No response

History of ISD 709			
Year	Monthly	Yearly	Chair/Month
2016	703.00	8,436.00	58.50
2008	630.00	7,560.00	52.50
2007	615.00	7,380.00	51.25
2006	600.00	7,200.00	50.00
1997	540.00	6,480.00	50.00

## **8065—Formulation of Policies and By-Laws**

~~The School Board, representing the people of the School District, is the legislative body which determines the general policy to be employed in the conduct of the public schools.~~

~~Proposals regarding School District policies and operations may originate at any of several sources: a parent, taxpayer, employee, School Board member, the Superintendent, professional consultant, civic group, or advisory committee. Action on such proposals, whatever their source, shall be taken by the School Board in accord with its By-Laws.~~

~~Proposed By-Laws or suggested amendments to or revisions of existing By-Laws may be submitted to the School Board in writing by any member of the School Board. A majority vote of all members of the School Board at two meetings held not less than twenty-seven days apart shall be required for adoption.~~

~~Adopted: 06-09-1970 ISD-709~~

~~Revised: 04-12-1977~~

~~06-20-1995 ISD-709~~

### **8085—Determining Meeting Agenda**

The agenda for each School Board meeting shall be prepared jointly in advance by the Chairperson of the School Board, the Superintendent, and the Clerk of the School Board. Items initiated at a School Board meeting by a member of the School Board which are not on the agenda shall not be acted upon but may be taken up at a subsequent meeting unless consideration is requested by unanimous vote of the full School Board.

Adopted: ~~06-09-1970~~ ISD-709

Revised: ~~04-12-1977~~

~~06-20-1995~~ ISD-709

**~~8100—Adequate Information to Precede Action~~**

~~In order to expedite business, all pertinent information relative to the items on the agenda shall be made available to the School Board in written form for their study prior to the meeting. Administrators and other qualified persons may be required by the Superintendent or members of the School Board to present information at the meetings. It shall be the intent of the School Board to be fully informed before making decisions.~~

~~Adopted: 06-09-1970 ISD 709~~

~~Revised: 04-12-1977~~

~~06-20-1995 ISD 709~~

## ~~9065—Adoption, Amendment, and Suspensions of Policies and By-Laws~~

### ~~1. Adoption and Amendment~~

~~POLICY proposals and suggested amendments to or revisions of existing policies shall be submitted to all members of the School Board and to the Superintendent in writing prior to a regularly scheduled School Board meeting in which such proposed policies, amendments, or revisions shall be read and discussed. A vote for adoption shall take place at the next succeeding regular meeting of the School Board. Action shall be by majority vote of those present. If a substantial change is made to the policy during the second reading, then that version shall be presented at the next succeeding regular meeting for a vote for adoption. BY LAW proposals and suggested amendments to or revisions of existing bylaws shall be by majority vote of ALL members of the School Board at two (2) meetings held not less than twenty-seven (27) days apart and in the calls for which the proposed additions, amendments, or revisions shall have been described in writing.~~

### ~~2. Suspension~~

~~POLICIES of the School Board shall be subject to suspension only upon a majority vote of the members of the School Board present at a meeting in the call for which the proposed suspension has been described in writing or upon a unanimous vote of ALL members of the School Board when no such written notice has been given.~~

~~BY LAWS of the School Board shall be subject to suspension only upon a majority vote of ALL members of the School Board at a meeting in the call for which the proposed suspension has been described in writing, or upon a unanimous vote of ALL the members of the School Board when no such written notice has been given.~~

~~Reference: Robert's Rules of Order, Newly Revised, section 25, pp. 224-228:~~

~~"Rules protecting absentees or a basic right of the individual member cannot be suspended, even by general consent or a unanimous vote. For example, the rule requiring previous notice of a proposed amendment to the bylaws protects the absentees, and its suspension would violate their rights" . . . unless ALL members have an opportunity to vote.~~

### ~~3. Amendment or Suspensions of Policies, By Laws and Regulations~~

~~All rules and regulations heretofore adopted which are inconsistent or in conflict with the rules and regulations of the School Board as presently constituted are hereby repealed. Rules and regulations may be altered or amended at any regular meeting of the School Board by a majority vote of the members present.~~

~~Adopted: 06-09-1970 ISD 709~~

~~Revised: 06-08-1976~~

~~06-20-1995~~

~~05-20-1997 ISD 709~~



## **9075—Agenda for Regular Meetings**

The business conducted by the School Board at any regular meeting will be restricted to those matters included in the agenda except as provided in this section and must be restricted to those matters identified in the call for any special meeting.

1. Time. Regular agenda items are to be submitted to the clerk prior to the agenda setting session preceding a regular meeting.
2. Communications. The agenda of every regular meeting shall provide for an item entitled "Communications from the Public." Such communications may be presented orally or in writing subject to the policies and regulations of the School Board. Action on such items is governed by the provisions of the policies and regulations.
3. Actions. Formal action by the School Board may be taken on an item included in the agenda by whatever majority vote is required by the School Board or by statutes. Items initiated at a School Board meeting by a member of the School Board which are not on the agenda shall not be acted upon but may be taken up at a subsequent meeting unless consideration is requested by unanimous vote of the full School Board.

Adopted: ~~06-09-1970 ISD 709~~

Revised: ~~06-08-1976~~

~~06-20-1995~~

~~05-18-2010 ISD 709~~

**9080—Advance Mailing of Meeting Materials**

~~The School Board shall require the Superintendent to prepare an Agenda which, with the minutes, shall be delivered to the School Board members one day prior to each regular School Board meeting.~~

~~Adopted: 06-09-1970 ISD-709~~

~~Revised: 06-08-1976~~

~~06-20-1995 ISD-709~~

**9095—Order of Business for Regular Meetings**

The following order shall be observed in conducting business:

1. Roll Call
2. Pledge of Allegiance
3. Approval of the Agenda
4. Reading and approving minutes
5. School and Community Recognition
6. Audience
7. Reading communications, petitions, etc.
8. Report of the Superintendent
9. Report of standing committees:
  - A. Education Committee
  - B. Human & Community Resources Committee
  - C. Business Committee
  - D. Committee of the Whole
10. Special Resolutions
11. Questions/Other

This order of business may at any time during a regular meeting be temporarily suspended by unanimous consent of all the School Board members present.

Any question of order arising, not provided for in these Bylaws, shall be decided according to parliamentary rules for the government of deliberative bodies, as defined by Robert's Rules of Order, Newly Revised.

Adopted: ~~06-09-1970 ISD 709~~

Revised: ~~07-20-1976~~

~~05-12-1987~~

~~06-20-1995~~

~~08-18-1998~~

~~04-20-1999~~

~~03-19-2013 ISD 709~~

## **203.2 ORDER OF THE REGULAR SCHOOL BOARD MEETING**

### **I. PURPOSE**

The purpose of this policy is to ensure consistency in the order of business at regular school board meetings.

### **II. GENERAL STATEMENT OF POLICY**

It is the policy of the school board to consider matters that come before it in a consistent and orderly manner.

### **III. ORDER**

A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order similar to:

1. Roll Call
2. Pledge of Allegiance
3. Approval of the Agenda
4. Reading and approving minutes
5. School and Community Recognition
6. Audience
7. Reading communications, petitions, etc.
8. Report of the Superintendent
9. Report of standing committees:
  - a. Education Committee
  - b. Human ~~& Community~~ Resources Committee
  - c. Business Committee
10. Special Resolutions
11. Questions/Other
12. Adjournment

B. Items in this order may be considered as part of a consent agenda.

C. The school board may depart from the order of business with the consent of the majority of members present.

**Replacing: 9095**

**First Reading: 1-19-16**

***Legal References:*** Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)

***Cross References:*** MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)  
MSBA/MASA Model Policy 203.5 (School Board Meeting Agenda)  
MSBA/MASA Model Policy 203.6 (Consent Agendas)

## 203.5 SCHOOL BOARD MEETING AGENDA

### I. PURPOSE

The purpose of this policy is to provide procedures for the preparation of the school board meeting agenda to ensure that the school board can accomplish its business as efficiently and expeditiously as possible.

### II. GENERAL STATEMENT OF POLICY

The policy of the school board is that school board meetings shall be conducted in a manner to allow the school board to accomplish its business while allowing reasoned debate and discussion of each matter to be acted upon.

### III. PROCEDURES

- A. While all school board members may provide input, it shall be the responsibility of the school board chair, clerk and superintendent to develop, prepare, and arrange the order of items for the tentative school board meeting agenda for each school board meeting.
- B. Persons wishing to place an item on the agenda must make a request to the school board chair, clerk or superintendent in a timely manner. The person making the request is encouraged to state the person's name, address, purpose of the item, action desired, and pertinent background information. The chair, clerk and superintendent shall determine whether to place the matter on the tentative agenda.

*[Note: The Commissioner of Administration has issued an opinion that a government entity is limited to acting only on those matters specifically included in the notice of a special meeting.]*

- C. The tentative agenda and supporting documents shall be sent electronically to the school board members at least 4 days prior to the scheduled school board meeting.
- D. Items may only be added to the agenda by a motion adopted at the meeting by a unanimous vote of the full school board. If an added item is acted upon, the minutes of the school board meeting shall include a description of the matter.
- E. At least one copy of any printed materials, including electronic communications, relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and: (i) distributed at the meeting to all members of the governing body; (ii) distributed before the meeting to all members; or (iii) available in the meeting room to all members shall be available in the meeting room for inspection by the public while the school board considers their subject matter. This does not apply to materials classified by law as other than public or to materials relating to the agenda items of a closed meeting.

**Replacing: 8085, 8100, 9075, 9080, 9095**

**First Reading: January 19, 2016**

***Legal References:*** Minn. Stat. § 13D.01, Subd. 6 (Open Meeting Law)  
Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)  
Dept. of Admin. Advisory Op. No. 10-013 (April 29, 2010)  
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)

***Cross References:*** MSBA/MASA Model Policy 203 (Operation of the School Board –  
Governing Rules)  
MSBA/MASA Model Policy 203.2 (Order of the Regular School Board  
Meeting)  
MSBA/MASA Model Policy 203.6 (Consent Agendas)  
MSBA/MASA Model Policy 204 (School Board Meeting Minutes)  
MSBA/MASA Model Policy 207 (Public Hearings)

## 208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

### I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy-making role of the school board and provide the means for it to continue to be an ongoing effort.

### II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient, and consistent manner. A set of written policy statements shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form which is sufficiently explicit to guide administrative action.

### III. DEVELOPMENT OF POLICY

- A. The school board has jurisdiction to legislate policy for the school district with the force and effect of law. School board policy provides the general direction as to what the school board wishes to accomplish while delegating implementation of policy to the administration.
- B. The school board's written policies provide guidelines and goals to the school community. The policies shall be the basis for the formulation of guidelines and directives by the administration. The school board shall determine the effectiveness of the policies by evaluating periodic reports from the administration.
- C. Policies may be proposed by a school board member, employee, student or resident of the school district. Proposed policies or ideas shall be submitted to the superintendent for review prior to possible placement on the school board agenda.

### IV. ADOPTION OF POLICY

- A. The school board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two school board meetings. The proposals shall be distributed and public comment will be allowed at both meetings prior to final school board action.
- B. The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the school board at a subsequent the second regular monthly meeting ~~after the meetings~~ at which public input was received. The policy will be effective on the later of the date of passage or the date stated in the motion.
- C. ~~In the case of an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board. A statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The emergency policy shall expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board shall have discretion to determine what constitutes an emergency situation.~~

- D. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

## V. IMPLEMENTATION OF POLICY

- A. The superintendent shall be responsible for implementing school board policies and developing administrative guidelines and ~~directives~~ regulations to provide greater specificity and consistency in the process of implementation. These guidelines and ~~directives~~, regulations including ~~employee and student handbooks~~, shall be ~~subject to annual review and approval by~~ distributed to the school board.
- B. Each school board member shall have access to this policy manual, and a an electronic copy shall be ~~placed~~ available in the office of each school attendance center. ~~Manuals~~ Electronic copies shall be available in the central office and made available for reference purposes to other interested persons.
- C. The superintendent, employees designated by the superintendent, and individual school board members shall be responsible for keeping the electronic policy manuals current.
- D. The school board shall review policies at least once every three years. The superintendent shall be responsible for developing a system of periodic review, addressing approximately one third of the policies annually. In addition, the school board shall review the following policies annually: 410 Family and Medical Leave Policy; 413 Harassment and Violence; 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse; 415 Mandated Reporting of Maltreatment of Vulnerable Adults; 506 Student Discipline; 514 Bullying Prohibition Policy; 522 Student Sex Nondiscrimination; 524 Internet Acceptable Use and Safety Policy; 616 School District System Accountability; and 806 Crisis Management Policy.
- E. When no school board policy exists to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the educational philosophy and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the need for a policy and present a recommended policy to the school board for approval.

**Replacing: 8065 and 9065**  
**First Reading: January 19, 2016**

***Legal References:*** Minn. Stat. § 123B.02, Subd. 1 (School District Powers)  
Minn. Stat. § 123B.09, Subd. 1 (School Board Powers)

***Cross References:*** MSBA/MASA Model Policy 305 (Policy Implementation)

**RESOLUTION**  
Acceptance of Donations to Duluth Public Schools

WHEREAS, Minnesota Statute 465.03 requires a school district to accept donations by resolution expressed in the terms prescribed by the donor in full; and,

WHEREAS, acceptance of the donations in accordance with the donor's terms is in the best interest of the Duluth Public Schools:

NOW, THEREFORE, BE IT RESOLVED that the Duluth Public Schools does accept the below-described donations from said organizations in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED that the Duluth Public Schools wishes to extend its grateful appreciation to these various organizations.

<b>SCHOOL/PROGRAM</b>	<b>DONOR</b>	<b>RESTRICTION</b>	<b>AMOUNT</b>
Denfeld High	Hunt Electric Corporation	Robotics	100.00
Denfeld High	Parsons Electric LLC	Cheer Team	200.00
Denfeld High	Irving Community Assn	Cheer Team	2,200.00
Denfeld High	US Bank	Cheer Team	50.00
Denfeld High	The Jamar Company	Cheer Team	150.00
Denfeld High	Steven&Barbara Kokotovich	Theatre Program	160.00
Denfeld High	David & Kelly Bolgrien	Theatre Program	30.00
Denfeld High	Eric & Nicole Lange	Theatre Program	30.00
Denfeld High	Central Area Sports Assoc	Physical Education	2,000.00
East High	Rotary Club no.25 of Duluth	Girls Hockey	500.00
East High	Lynette's Portrait Design	Drama	50.00
East High	Kellogg's	None	1,500.00
East High	Rotary Club of Duluth Harbortown	Sterling Strings	250.00
East High	Grandma's Marathon	Sterling Strings	200.00
East High	Glen Avon Women's Assoc.	Sterling Strings	100.00
East High	Sandra Bacon	Sterling Strings	100.00
East High	Karen & Jonathan Sande	Sterling Strings	200.00
East High	St. Anne's Home	Sterling Strings	200.00
East High	North Shore Railroad	Sterling Strings	200.00
East High	Ancient & Accepted Scottish Rite	Sterling Strings	200.00
East High	Lynn Wegner	Sterling Strings	250.00
East High	Adventure Running	Cross Country	200.00
Ordean East Middle	Carmen Arnold	Garden Club	100.00
Ordean East Middle	Northland NU Agers	Garden Club	300.00
Ordean East Middle	Lakewood American Legion Auxiliary	Garden Club	400.00
Ordean East Middle	Jenny Jenson	Music Program-Violin/Bow	In Kind
Special Services	Troy and Kim Eaton	Quickie Wheelchair	In Kind
Special Services	Troy and Kim Eaton	Hand Propelled Trike	In Kind
Congdon Park	Maurices University	None	55.00
Congdon Park	Congdon Park Foundation	Lego Robotics	2,000.00

Congdon Park	Congdon Park PTA	None	194.40
Congdon Park	Northland Foundation	Excel bus	3,000.00
Congdon Park	Congdon Park PTA	Art supplies for art teacher	1,102.53
Congdon Park	Congdon Park PTA	Art supplies for art teacher	637.46
Congdon Park	Lucy Sharp (student)	Donated to school (cash)	11.00
Congdon Park	London Road Rental Center	Machine rental for garden shed	194.21
Congdon Park	Voyageur Bus	Shuttle for holiday program	100.00
		TOTAL	16,964.60

Expenditure Contracts Signed – December 2016

For your information, the Superintendent or the Director of Business Services has signed the following contracts, during the month of December 2016:

Expenditure Contracts

<u>Name</u>	<u>Amount</u>	<u>Source</u>	<u>Description</u>
University of Minnesota	\$9,559.00	OEE	Check & Connect In-service
Climb Theatre	1,254.00	OEE	Theatre Program
Core BTS, Inc.	23,280.00	Technology	CISCO Network Engineer Support
Winfred Jackson	5,000.00	OEE	Lacrosse In-Service
Paul Goosens	750.00	General	Safety/Evaluation/Risk Assessment
Myers-Wilkins Community School Collaborative	25,000.00	General	PACE Programming
Heartland Business Systems	7,500.00	General	IT Synergy Assessment
Marlene Wisuri	500.00	OEE	Cultural Sharing Presenter
Wayne Bryant	4,550.00	OEE	Dance Workshop
UNS-Harbor Highland	2,448.00	Spec Serv	Student Services – IEP
Endion Square	1,300.00	Spec Serv	Student Services – IEP
UNS-Harbor Highland	1,632.00	Spec Serv	Student Services – IEP
Endion Square	1,512.00	Spec Serv	Student Services – IEP
Congdon Creek Preschool	720.00	Spec Serv	Student Services – IEP
Men As Peacemakers	10,000.00	General	Boys Group Programming
Lakeview Christian Academy	23,870.00	General	Transportation Reimbursements
Spirit of the Lake Community School	2,970.00	General	Transportation Reimbursements
Reichert Productions	150.00	General	East High Presentation
M'Bemba Bangoura	5,500.00	OEE	Djembe Workshop
Amy Gilderman	15,000.00	Spec Serv	Sign Language Interpreter
Matheny Therapy & Consulting	2,000.00	OEE	Staff Training
Christopher Davila	500.00	OEE	WIN and Social Justice Club



For Internal Use Only	
Depts must provide:	
ESAF #	1341
Chart/Field Account No.	1026-11249-20109

For Internal Use Only	
OES must provide:	
OES Contract #	10923 C
Analyst	sb

## UNIVERSITY OF MINNESOTA

### Workshop/Presentation Agreement

The Regents of the University of Minnesota, through its **Institute on Community Integration** ("University"), agree to provide a workshop/presentation for **Duluth Public Schools**, a a school district ("Company"), on the following terms and conditions:

1. **Description of Workshop/Presentation: Check & Connect: A research-based intervention to increase school completion and reduce the dropout rate for secondary students. Through a Comprehensive Implementation Training, up to twenty-five (25) counselors/educators/administrators/mentors from Duluth Public Schools, Duluth, MN, will learn how to implement the Check & Connect intervention in their home community.**
2. **Date, Location, and Time:**  
 Date: Feb 3-4, 2016  
 Location: Duluth, MN  
 Time: 8:00 a.m. - 3:30 p.m., both days
3. **Payment Terms:** For the services under Section 1., Company shall pay University **nine thousand five hundred and fifty-nine and 00/100 dollars (\$9,559)**. Payment is due on the day of the workshop/presentation or upon receipt of invoice. In the event Company cancels for any reason, except for extraordinary causes beyond the reasonable control of Company, Company shall remain obligated for the full amount set forth in this paragraph.
4. **Obligations of Company.** Company agrees to provide the following accommodations, equipment, and material: a **room of sufficient size to accommodate the training and its participants, A/V equipment to include LCD projector, an easel and sticky-backed easel pad.**

**5. Ownership of Materials and Presentation.** All materials provided by University during the presentation shall remain the property of University. Company is provided a license to use the material in connection with the workshop/presentation, but Company may not copy or distribute the material without the express written consent of University. University further owns all rights to the workshop/presentation and the workshop/presentation shall not be recorded or taped in any form without the express written consent of University.

**6. Disclaimer.** University makes no claims of any kind with respect to the workshop/presentation and shall not be liable for participant's reliance on any statements or demonstrations made during the workshop/presentation. University's maximum obligation to Company for any cause of action arising under this Agreement, including failure to perform, shall not exceed the amount actually paid to University by Company under Section 3.

**7. Complete Agreement/Governing Law.** This Agreement, including any attached exhibits, represents the complete agreement of the parties. No amendments to this Agreement shall be binding upon University unless signed by University's Director of External Sales. This Agreement cancels, supersedes and revokes all prior negotiations, representations and agreements between the parties, whether oral or written, relating to the subject matter of this Agreement. The terms and conditions of any purchase order or similar document submitted by Company in connection with the services provided under this Agreement shall not be binding upon University. This Agreement shall be governed by the laws of Minnesota and any action to enforce this Agreement shall be brought only in Hennepin County, Minnesota.

IN WITNESS WHEREOF, the parties have entered into the Agreement effective 12/16/2015.

Regents of the University of Minnesota

Duluth Public Schools

By: \_\_\_\_\_  
 Name: **Dr. David R. Johnson**  
 Title: **Director and Professor**  
 Date: \_\_\_\_\_

By: *William Howes*  
 Name: **William Howes**  
 Title: **Office of Educatoin Equity Coordinator**  
 Date: **12/22/15**  
 Address: **215 North 1<sup>st</sup> Ave East  
 Duluth, MN 55802**  
 Phone: **218-336-8788** Fax: \_\_\_\_\_

[william.howes@isd709.org](mailto:william.howes@isd709.org)

*William Howes*  
 Director of Curr. & Instruction  
 1 *W. Hanson, CFD* 12/23/15

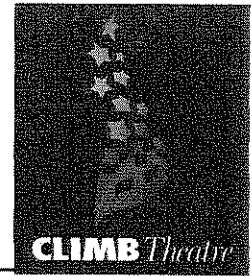
**Check & Connect Comprehensive Training Proposal  
For Duluth Public Schools  
Duluth, MN**

- Check & Connect staff will conduct a plenary conference call (maximum of 1 ½ hours) to assist administrative teams from Duluth Public Schools to identify specific installation goals, processes, mentor selection, and decision-making to prepare for staff training on Check & Connect.
- Check & Connect trainer(s) will conduct one on-site training session consisting of two days (8:30 a.m. – 3:30 p.m.). Day One of this training session will include the core training on the background, philosophy, and implementation strategies for the Check & Connect model. Day Two of this training session will include strategies for establishing successful mentor / mentee relationships using the Check & Connect model. Teams attending may include: mentors, teachers, administrators, counselors, social workers, community / county services managers, parent liaisons, and others as invited. The training session can accommodate up to 25 participants.
- Check & Connect staff will provide technical assistance sessions (conference call/Skype/internet-based) for District Administrators and/or Check & Connect Coordinators for a maximum of 5 hours to be provided within one year following the training. It is the responsibility of Duluth Public Schools to initiate and schedule these sessions.
- Check & Connect training materials for each participant include a copy of the Check & Connect Implementing with Fidelity Manual, and Participant Notebooks.
- The contract will be initiated from the University of Minnesota

**Budget**

Training Fees and Services	\$ 6,799
Travel (1 trainer)	\$ 760
Materials (\$80 / person x 25 people)	\$ 2,000
<b>Implementation Training Total for 25 People</b>	<b>\$ 9,559</b>

**NOTE:** All travel will be consistent with the University of Minnesota travel policy which is available here: <http://policy.umn.edu/finance/travel>



### CLIMB Theatre Master Contract Agreement

6415 Carmen Avenue East • Inver Grove Heights • MN • 55076  
1-453-9275 / 800-767-9660 • 651-453-9274 fax • www.climb.org

Billing Organization  
ORG44851  
**Office of Education Equity**  
215 N 1st Ave E  
Duluth, MN 55802  
  
Contact: Howes, William • (218) 336-8700

Other Supporting Organization (if any)

**THIS AGREEMENT** is made and entered into as of 12/10/2015 by and between **CLIMB Theatre Inc.**, a Minnesota not-for-profit corporation organized pursuant to Chapter 317 of the Minnesota Statutes (hereinafter "CLIMB") and Office of Education Equity (hereinafter "Host Organization").

**THE PURPOSE OF THIS AGREEMENT** is to set out the terms and conditions whereby CLIMB will provide dramatic and educational programming for the Host Organization at the times and locations set forth in this agreement.

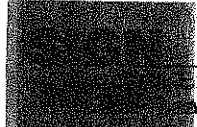
**The terms and conditions of this Agreement are as follows:**

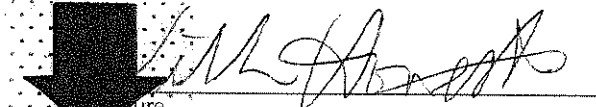
1. **Programming** - CLIMB hereby agrees to provide programs according to the list at the end of this contract.
2. **Payment** - Host Organization shall pay to CLIMB a total of **\$1254** on or before 2-25-2016 by delivering payment to CLIMB at its offices at 6415 Carmen Avenue E., Inver Grove Heights, MN, 55076, for services rendered.
3. **Ownership of Performance Rights** - The programming governed by this Agreement is the exclusive property of CLIMB or represent property duly licensed to CLIMB. Host Organization agrees that it shall not reproduce the programming in any fashion or appropriate the content of the programming, or any portion thereof, for its own use. Further, the Host Organization shall not photograph, film, videotape, or otherwise record or preserve the program(s), or portion thereof, without written permission from CLIMB. This does not preclude photographs for yearbook or other in-school use of photographs or coverage by local press, which is encouraged. Please notify CLIMB of any media coverage you intend to pursue. CLIMB shall retain all rights to program(s), including the exclusive right to record, photograph, broadcast, film, or publicize CLIMB's program(s) except as may be agreed upon by the parties.
4. **Cancellation** - In the event that the program(s) is(are) cancelled at the instigation of the Host Organization, and are not due to a Force Majeure event, with less than four weeks' notice, said Organization will be assessed a \$100.00 cancellation fee. Cancellation with less than two weeks notice, said Organization will be assessed a 50% cancellation fee.
5. **Force Majeure** - As the program(s) governed by this Agreement may be subject to interruption by the sickness, inclement weather, accident, act of God or legitimate unforeseeable circumstance, it is agreed that neither party shall be entitled to damages from the other in the event program(s) are interrupted or cancelled by such circumstances.
6. **Rescheduling** - In the event that weather or other conditions beyond either party's control force postponement of this program, the activity shall be rescheduled for a date mutually agreed to by both CLIMB and Host Organization.
7. **Governing Law and Arbitration** - This Agreement is to be governed by the laws of the State of Minnesota, and any dispute relating to the interpretation of this Agreement arising from the terms hereof or performance hereunder by either party will be arbitrated under the auspices of the American Arbitration Association at its Minneapolis, MN office.
8. **Entire Agreement** - This Agreement contains the entire understanding of the parties hereto with respect to the subject forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.



Date Time	Performance Site Name of Performance	Charges		Support Funds			Amount To Be Paid By		
		Program	Travel	Program	Travel	MSAB	"Other"	PerfSite	Bill Org
2-25-16	<b>Lincoln Piedmont Elementary School</b>								
8:30am	Interplays - Acceptance of Differences	1,446.00		987.00				0.00	459.00
Sections:	2		#Students:		336				
Gr/#Seen: 2-5									
2-25-16	<b>Stowe Elementary School</b>								
12:15pm	Interplays - Acceptance of Differences	1,446.00	336.00	987.00				0.00	795.00
Sections:	2				#Students:	340			
Gr/#Seen: K-5									
<b>Totals</b>		2,892.00	336.00	1,974.00				0.00	1,254.00

\*\*\* Program Support Funds consist of income earned through CLIMB's charitable gaming activities and contributions from businesses, corporations, foundations, and individuals.

AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

 Executive Director  
 Theatre Date

 12/18/15 COORDINATOR  
 Date Title

 12/23/15 Director of Curriculum & Instruction  
 12/23/15 CFO



December 1, 2015

Bart Smith  
Manager of Technology  
Duluth Public Schools, Independent School District NO. 709  
215 North 1st Avenue East  
Duluth, MN 55802

## IT Professional Services Agreement

### Purpose

This document outlines the approach under which Core will provide IT professional services to the client on an as-needed basis. These professional services will be defined by the client based on their current need, but may include troubleshooting and repair, maintenance, temporary staff augmentation, and data administration.

### Activities

Core understands that Duluth Public Schools (District NO. 709) needs **CISCO Network Engineer** to support current daily workload duties on an as-needed basis through temporary staff augmentation.

### Timeframe

Core BTS will provide a **CISCO Network Engineer** for a period of 6 weeks (240 hours) to report to the Duluth Public Schools (District NO. 709) IT Department. Once the above period has been met the contract will be extended on a week to week basis.

- Once the period of 6 months (960 Hours) of full time services have been rendered Duluth PS has the right to hire the candidate at a zero conversion fee.

The fees in this document are guaranteed to the client for a period of one (1) year from signing. There is no commitment on the part of the client to a minimum number of hours or support requests.

### Fees & Costs

Core fees for service are based on the actual time expended at our established hourly billing rates, this hourly bill rate. Any work done exceeding 40 hours per week will be subject to a 150% overtime rate.

<i>Resource Description:</i>	<i>Hourly Rates:</i>
Network Engineer - Rod Bibeau	\$97

### Terms & Conditions

This engagement is subject to the Terms and Conditions set forth in the final page of this document, as well as to any Master Services Agreement (MSA) in place between Core and the client identified on the first page of this document. Should any conflicts arise between the Terms and Conditions portion of this document and another portion of this document, the language of the Terms & Conditions section will prevail.

**Acceptance**

We look forward to providing you with the services outline in this document. If the terms of this Agreement are acceptable, please sign below and return one copy to me. If there are any questions, please feel free to contact me directly at the email and number below.

Best Regards,

**Ashley Goodman**  
**Business Development Manager, Consulting Resources**  
Ashley.Goodman@COREBTS.com  
(615) 277-3084  
Core BTS, Inc.

**Accepted By:**

Duluth Public Schools- District No. 709

Authorized Signature

*Bill Hanson*

Printed Name

Bill HANSON

Date

12/11/15

**Accepted By:**

Core BTS, Inc.

Authorized Signature

Printed Name

Date

## Terms and Conditions

1. Payment Terms. Payment is due within thirty (30) days of invoice date. After this time period, interest accrues at the lesser of the maximum rate permitted under applicable law or one and one-half percent (1.5%) per month from the date due until paid.
2. Independent Contractor Taxes. We will perform all services hereunder in our capacity as an independent contractor and not as an employee or agent of you. Our employees shall not be entitled to any privileges or benefits that you may provide to your employees, and we shall be responsible for payment of all unemployment, social security, federal income (state and local income where applicable) and other payroll taxes imposed by any governmental body on us in regard to our employees who are engaged in the performance of the services. Pricing set forth herein is exclusive of applicable sales, use and similar taxes assessed on the performance of any services. You agree to reimburse, indemnify and hold us harmless from and against any such tax, penalty and interest thereon levied against us for the provision of services to you hereunder.
3. Warranty.
  - A. We warrant and represent that the services will be performed in a skillful and workmanlike manner according to those standards generally prevailing among consultants performing similar services under similar circumstances. To the extent that we are not the manufacturer of any hardware or software products that you may purchase as a result of or relating to our Services, we do not provide any warranty on such products, whether with respect to their design, performance, functionality or compatibility with your existing system. Any warranty with respect to product must come from the manufacturer. Our product procurement distributor or we will pass through to you any applicable warranties of the manufacturer, to the extent permissible.
  - B. **EXCEPT FOR THE EXPRESS WARRANTIES STATED IN THIS SECTION, WE DISCLAIM ALL WARRANTIES INCLUDING ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
4. Our Indemnity. We will indemnify, defend and hold you harmless from and against any claims, liabilities, losses, expenses or damages (collectively, "Damages") caused by the services performed or the work delivered by us under these terms infringing any copyright, trade secret or any other proprietary right of any third party. Excluded from such indemnification are any claims related to (i) services performed on equipment or software which you covenanted that we had the rights to modify as set forth in Section 7 below, (ii) services performed to your specification or design and (iii) infringement resulting from or caused by your misuse or unauthorized modification of systems or product. We will also indemnify, defend and hold you harmless from and against any Damages resulting from our willful misconduct or negligent acts or omissions in performing the services which are the subject of these terms, except to the extent such Damages are caused by the willful misconduct or negligence of you, your employees or agents. Our obligation to indemnify and defend you with respect to any claim shall be subject to (i) your providing us with prompt notice of such claim, (ii) our having sole control over the defense and settlement thereof, (iii) your providing us with the information and assistance necessary to defend or settle such claim as reasonably requested by us, and (iv) the limitations on liability set forth in Section 6 below.
5. Limitations of Liability. **WE WILL NOT BE LIABLE FOR INCIDENTAL, SPECIAL, PUNITIVE, INDIRECT OR CONSEQUENTIAL DAMAGES, INCLUDING FOR LOSS OF DATA OR ITS USE OR LOST PROFITS OR OTHER ECONOMIC DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGE. THIS LIMITATION OF OUR LIABILITY WILL APPLY REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR NOT, INCLUDING NEGLIGENCE.** Your right to recover Damages is limited to the greater of (i) one million dollars, or (ii) our applicable insurance coverage limit(s)
6. Your Covenants. You covenant that: (i) you have the authority to agree to these terms and the funding necessary to pay for the requested services; (ii) you have title to or license or rights to use or modify any software or products which you have requested us to modify as part of such services; and (iii) you will provide us necessary access to your personnel, appropriate documentation and records and facilities in order for us to timely perform such services.
7. Requests for Changes. No change in the services provided hereunder will be performed until we receive a properly issued and executed Change Order; provided, however, that nothing herein will relieve you of the obligation to pay us for services rendered which were requested by you but are not documented in such a properly issued and executed Change Order or within the applicable scope of work.
8. Termination of Agreement. Either party may terminate our engagement at any time upon 30 days prior written notice.
9. Entire Agreement; Amendment. These terms and the accompanying engagement letter sets forth the entire understanding of the parties with respect to the subject matter hereof and is binding upon both parties in accordance with its terms and may be amended only by an entry signed by both parties. There are no understandings, representations or agreements other than those set forth herein.
10. Assignment. You may not assign any of the rights or obligations hereunder without the prior written consent of Core.
11. Notices. Any notice or communication from one party to the other concerning the terms hereof shall be in writing and shall be sent by certified mail, return receipt requested and postage prepaid or by commercial overnight mail to the most recent address that either party has specified in writing to the other.
12. Governing Law. These terms shall be governed by and construed in accordance with the laws of the State of Pennsylvania.
13. Force Majeure. Neither party shall be liable to the other for any failures or delays arising out of conditions beyond its reasonable control, including, without limitation, work stoppages, fire, civil disobedience, delays associated with product malfunction or availability, riots, rebellions, storms, electrical failures, delays caused by the other party, and acts of God and similar occurrences.
14. Waiver; Severability. Any waiver of any right or default shall be effective only in the instance given and if in writing and signed by the party against whom it is sought to be enforced and shall not operate as or imply a waiver of a similar right or default on any other occasion. If any term or provision hereof should be declared invalid by a court of competent jurisdiction, the remaining terms and provisions hereof shall be unimpaired, and the invalid terms or provisions shall be replaced by such valid terms and provisions as come closest to the intention underlying the invalid term or provision.

## AGREEMENT

**THIS AGREEMENT**, made and entered into this 20th day of November, 2015, by and between Independent School District #709, a public corporation, hereinafter called District, and Winfred Jackson, an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of November 20, 2015, and shall remain in effect until June 30, 2016, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. **Performance.** Lacrosse - ½ Day Professional Development opportunity for Physical Education teachers on December 15, 2015. Contractor will provide a presentation on the historical, cultural, and modern-day perspective on the Indigenous game of Lacrosse for Dakota people. Contractor will also provide instruction on skill-drills, games, and techniques for the game of lacrosse to be utilized with/by students.

3. **Background Check.** (Applies to contractors working independent with students)

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations at a rate of \$1,500.00, mileage at \$0.575/mile, plus \$50.00/day meal per diem and hotel costs up to a sum not to exceed \$5,000.00. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

- a. Payment shall be made by the District on the day of service.
- b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause

shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of the Office of Education Equity, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail to: Winfred Jackson, 38635 Reservation Highway 1, Morton, MN 56270, phone number: 507.430.9328.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without

cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

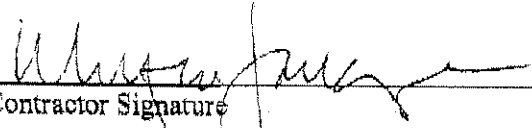

17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

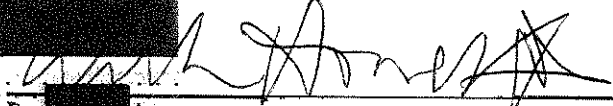
**Workers' Compensation Insurance:** Contractor must provide Worker's Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer's Liability.

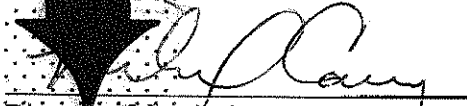
**Commercial General Liability:** Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.


**AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT,** set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

		11/27/15
Contractor Signature	SSN/ Tax Identification Number	Date

William Howes [Redacted] (contact with questions)		
		Date

		11/30/15
Project Director		Date

		12/1/15
Director of Curriculum and Instruction		Date

		12/1/15
Director of Business Service / Superintendent of Schools		Date

## CONTRACT FOR SERVICE:

### Duluth Public School District & Paul Goosens, MA, LP

#### AGREEMENT FOR PURCHASE OF SERVICE: Safety Evaluation / Risk Assessment

The following is an Agreement between Paul Goosens, MA, LP, (hereafter referred to as The Consultant) and the Duluth Public Schools. This agreement shall be effective through completion of the Safety Evaluation/Risk Assessment.

I. **The Service Provider Agrees:**

- A. Services provided by the consultant will be for
  - a. Review of available records.
  - b. Completion of a Diagnostic Assessment with emphasis on safety and risk embedded in report.
  - c. Recommendations for safety planning and interventions.
  - d. Secure a written release of information allowing communication and shared information between Duluth Public Schools and Consultant.
  - e. Written report to the Parent and School Personnel within 7 calendar days of initial interview.

II. **Duluth Public School Agrees:**

- A. To pay the consultant a rate of \$125 per hour for the Safety Evaluation/Risk assessment and associated services rendered.
- B. To pay the consultant a rate of \$125 per hour for any missed appointments.
- C. Total fees will be determined by number of hours required to complete the safety evaluation/risk assessment; not to exceed \$750 without express written authorization by Duluth Public Schools.

#### **CANCELLATION**

This agreement may be cancelled by the Consultant or Duluth Public Schools at any time, with or without cause, with written notice. In the event of such a cancellation, the Consultant shall be entitled to payment, determined on a pro-rated basis, for work performed to the Duluth Public Schools satisfaction.

#### **AMENDMENTS**

Amendments must be in writing and indicate approval by both parties to the amended terms.

**STATE AUDIT**

The books, records, documents and accounting procedures of the Consultant and its employees relevant to this agreement must be made available to the state for a minimum of 6 years from the end of the agreement.

**LIABILITY**

The Consultant agrees to indemnify, save and hold the district/agency; its employees harmless from any and all claims or causes of action, including attorney's fees incurred arising from the performance of this agreement by the Consultant and its agents or employees. The District agrees to indemnify, save and hold the Consultant and Consultant's agency ; its employees harmless from any and all claims or causes of action, including attorney's fees incurred arising from the performance of this agreement by the Consultant and its agents or employees.

**AGREED TO BY**

Paul Goosens, MA, LP

Harbor City Psychological Associates

By:

Title:

Date:

Duluth Public Schools

ISD #709

By:

Title:

Date:

*WCHanson*  
*CFO*  
*12/2/15*

## AGREEMENT

**THIS AGREEMENT**, made and entered into this 15th day of October, by and between Independent School District #709, a public corporation, hereinafter called District, and Myers-Wilkins Community School Collaborative, an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows:

1. **Dates of Service.** This Agreement shall be deemed to be effective as of October 15<sup>th</sup>, 2015 and shall remain in effect until June 30<sup>th</sup>, 2016 unless terminated earlier as provided for herein, or unless and until all obligations set forth in this agreement have been satisfactorily fulfilled, whichever occurs first.

2. **Performance.**

**Program Description:** PACE (Programs for Academic and Cultural Enrichment.)  
The Summer School and After-School programming will provide students at Myers-Wilkins safe, nurturing, and enriching experiences designed to help build students' academic, creative and life skills.

**Location:** Myers-Wilkins Community School Collaborative

**Schedule:** Meets Monday - Thursdays  
2:30-5:00 p.m. October 2015-May 2016  
8:30-12:30a.m. June 2016- July 2016

**Program goals:**

1. Improve academic and social achievement of 60+ Myers-Wilkins students through tutoring and enrichment activities employing well-trained staff. M-WCSC attend trainings offered through the district, in addition to a variety of other professional opportunities offered through the local colleges, YIPA, Woodland Hills, Northwoods and more.
2. Maintain clear, on-going communication between classroom teachers and after-school and summer staff to identify students' needs and goals. M-WCSC staff participates various school meetings; such as grade level PLCs, Climate, Site and STEM committees.
3. Provide high-quality programming, through highly engaging arts, literacy, science, language, leadership and health/recreation activities in an after-school setting.
4. Ensure equitable access to after-school and summer programming.
5. Foster positive relationships between school, home(parents) and community and increase parent involvement.

### **Outcomes for Participants:**

1. By the end of the 2015-16 school year, or the end of summer program, 80% of the participating students will have reached their personal academic goals. These goals are documented on PLC's and based off Fast testing results. Math goals include:
  - 1<sup>st</sup> graders will know how to use the "make 10" strategy with numbers 0-10.
  - 2<sup>nd</sup> grade students will know how to tell time by the hour and half hour.Depending on the need/current level of each student, goals for 3<sup>rd</sup> – 5<sup>th</sup> grade students include.
  - Students will master skip counting by 5, 10, 100.
  - Students will be fluent in multiplication facts up to 100.
  - Students will be able to add in 5x5 arrays.
2. Within two weeks of students beginning the program, 100% of the students who participate in the afterschool COMPASS program or summer school academic program will have an Personal learning plan.
3. Student participants will develop robust vocabulary, knowledge, and skills in their chosen class topics.
4. Provide safe, reliable transportation for students.
5. Increased parent engagement and communication through parent advisory Council, Parent/community focus groups, volunteer opportunities, family classes and/or special events. Family Liaison's will contact families monthly through phone conversations or in person, in addition to a monthly newsletter.

### **Program Design:**

Beginning in October of 2015 approximately 70 referred students will participate in after-school enrichment classes focused on academic support, Social Emotional Learning, and STEM education. Students will receive structured, academic instruction 3 days a week, taught by certified teachers and supported by additional staff and volunteers. In addition, once a week, students will have a choice of a science, arts, literacy, language, leadership, or health/recreation based class. Each of the classes will meet for 10-12 weeks 4 times per week. Each student enrolled in the COMPASS program will have an assigned family liaison and an Individual Learning Plan. The program will conclude in May with a family and community event highlighting students' work through a slide show, performances and exhibits. Transportation and meals are provided for family events.

Changes for the 2015/2016, include an increasing the number of students enrolled in the COMPASS program from 60-70. This change was accomplished by increasing a part-time family liaison to full time. In addition, family liaisons are working closely with the data coach and classroom teachers, to align student FAST testing results to their academic goals after-school.

The Director of Youth Services will be responsible for analyzing and reporting data, orchestrating the logistics of enrollment, implementation and transportation; providing a nutritious snack, and program support for the students, families, instructors, and volunteers involved in this program. In addition, they will coordinate family events/classes and collaboration other organizations and individuals offering programs and supports to families within the school. The Director of Youth Services is responsible for overall quality and safety of after-school and summer programming.

The Family liaisons work directly with students, developing and implementing curriculum and assessments. They recruit, train, and supervise volunteers, work-study students and AmeriCorps members. They meet with teachers on an on-going basis to identify student goals, progress, and needed supports. Family liaisons, AmeriCorps members, community instructors and EXCEL teachers will provide instruction and coaching with assistance from work-study students and college/community volunteers.

M-WCSC will be responsible for maintaining program fidelity in accordance with the specified outcomes and implementation design. Appropriate assessment tools for measuring outcomes and reporting results will be the responsibility of the MWCSC in partnership with Myers-Wilkins administrators. A final report and will be submitted to ISD #709 Administration at the conclusion of this contract.

MWCSC will be responsible for recruitment, training, support and compensation (through funds requested in this contract) of the project coordinators and contracted instructors. MWCSC will also purchase (using funds requested in this contract) supplies required for the program. MWCSC will be responsible for the costs of transportation (through funds requested in this contract).

**Assessment:**

Student outcomes will be reported 3 times annually through compilation of attendance data, surveys, and pre-post assessments. A summary report with the assessments results will be submitted to ISD#709 in January, 2015, June 2016, and August 2016.

**3. Projected Budget:**

<b>Cost Item Description</b>	<b>Purpose</b>	<b>Outcome</b>	<b>Annual Cost 9/1/14-6/30/15</b>
<b>Director of Youth Services</b>	Coordinate logistics of program enrollment and training for staff and volunteers. Provides communication with families,	Smooth operation of programming for youth families; including events and classes. Increase parental engagement and provide additional resources and services for families.	\$5,285 salary & taxes  \$16.40hr. x 10 hrs. wk x 30 weeks = \$4,920 + \$365(taxes)= \$5296
<b>Family Liaison</b>	Develop and Implement educational social emotional curriculum. Collaborate with teachers to develop ILP's and provide needed support for students.	Provide safe, nurturing and enriching experiences designed to help build students' academic, creative and life skills.	\$10,715 Salary & taxes  \$14.44 hr. x 24hrs. wk x 30 weeks = \$9964 + \$751(taxes)
<b>Transportation:</b>	Provide Bussing for students during the school year and summer programs. Provide transportation for families for school events.	Maintain consistent attendance and provide equitable access for all students. Provide equitable access for all families to participate in events and school	After-school and summer bussing for students/ transportation for families for special events. \$400 week x 22 weeks = \$8,800 \$200 – parent transportation <b>Total Cost: \$9,000</b>
<b>Total Cost for 10/15/15 – 6/30/16</b>			<b>\$25,000</b>

**4. Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$ 25,000. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

**Requests for Reimbursement.** Contractor shall request reimbursement on a monthly basis with documentation, using the Invoice attached as Attachment A. This invoice must be submitted within 30 days of the end of the month being billed for.

**Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

**6. Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

7. **Relationship.** It is agreed that nothing contained herein is intended to or shall be construed in any manner as creating or establishing a relationship between the parties for any purpose whatsoever. Contractor and its officers, agents, servants and employees shall not be construed as employees of the District and any and all claims which may or might arise under the Worker's Compensation Act on behalf of the Contractor's officers, agents, servants or employees shall in no way be the responsibility of the District.

8. **Notices.** All notices to be given by Contractor to District, shall be deemed to have been given by depositing the same in writing in the United States Mail care of \_\_\_\_\_, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail: Myers-Wilkins Community School Collaborative, 108 East 6<sup>th</sup> Street, Duluth, MN 55805 Attn: Jennifer Eddy, Executive Director.

**Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

**Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

**Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

**Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

**Insurance.** (If applicable)

**AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT,** set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

Myers-Wilkins Community School Collaborative \_\_\_\_\_ 10/15/15  
Contractor SSN/ Tax Identification Number Date

Jennifer Eddy \_\_\_\_\_ 11/5/15  
Executive Director Date

Stephanie Heilig \_\_\_\_\_ 11/5/15 11/12/15  
School Principal Date

W. C. Hanson \_\_\_\_\_ 12/9/15  
Director of Business Service / Superintendent of Schools Date

\_\_\_\_\_  
ISD 709 School Board Chair Date

# Duluth Public Schools

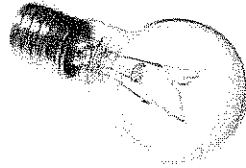
## *IT Synergy Assessment*

December 2, 2015



"Applied solutions for our classrooms."

Duluth Public Schools  
IT Synergy Assessment



© Heartland Business Systems – Corporate Headquarters  
1700 Stephen St  
Little Chute, WI 54911  
Phone 800.236.7914 • Fax 920.788-7739

Prepared by:  
Josh Streich, Strategic Accounts Manager  
Greg Huza, VP K-12 Digital Innovation Group  
Mike Gauthier, Chief Technology Officer



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## Confidentiality Agreement

This document is confidential and proprietary to the Duluth Public Schools whose internal use it is strictly and exclusively reserved. Changes to this document or distribution of its contents may be made only with the expressed written permission of Heartland Business Systems.

Letter of Transmittal

Wednesday, December 2, 2015

Dear Amy Starzecki:

Thank you for the opportunity to propose an IT Synergy Assessment. Heartland offers the strength of a \$150 million technology company with a state-wide profile. Our broad set of vendor independent consulting, service and support capabilities is the most complete in the industry and includes a matchless capacity for innovation.

As your business partner, Heartland will advance the district's project objectives by assuring that each end-user experience with new technologies and systems will be efficient and painless. We will ensure that the proposed process will not impede your end-user focus or opportunity to improve the classroom experience. All proposed processes and systems will be completely reviewed, tested, and integrated to support and exceed expectations of the Duluth Public Schools.

We look forward to a lasting partnership and are committed to setting a new performance standard in supporting your future technologies. Please allow us to meet with you to fully review this document and outline our strategies.

Respectfully,

Josh Streich

Strategic Accounts Manager

Heartland Business Systems

[jstreich@hbs.net](mailto:jstreich@hbs.net)

(920) 585-3947

## IT – Synergy Assessment Executive Summary

### Heartland Business Systems – IT-Synergy Strategy

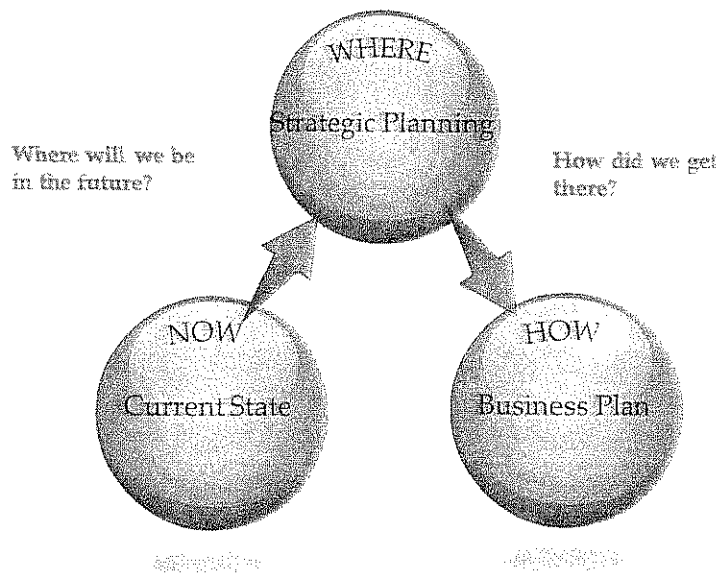
*IT-Synergy “An increase in the value of the organization as a result of IT alignment with the organization mission”*

#### IT-Synergy Assessment Overview

IT infrastructures of tomorrow need to promote value and innovation within an organization. Moving IT from a cost center to a value/innovation center is critical for most organizations success. This transition requires operational efficiency, architectural best practices, and organization mission alignment. Heartland’s IT-Synergy Assessment incorporates a detailed review of clients IT infrastructure and operations. This industry leading approach can quickly identify key elements to advance the IT operation to promote innovation and operational efficiency.

#### IT-Synergy Process Overview

- One on one interviews with organizational stakeholders
- Detailed inventory of current environment
- Identify current related industry trends and review investment strategies
- SWOT analysis of IT operation and Infrastructure
- IT organizational alignment assessment review
- Mobility strategy review
- Staffing overview



#### IT-Synergy Benefits Overview

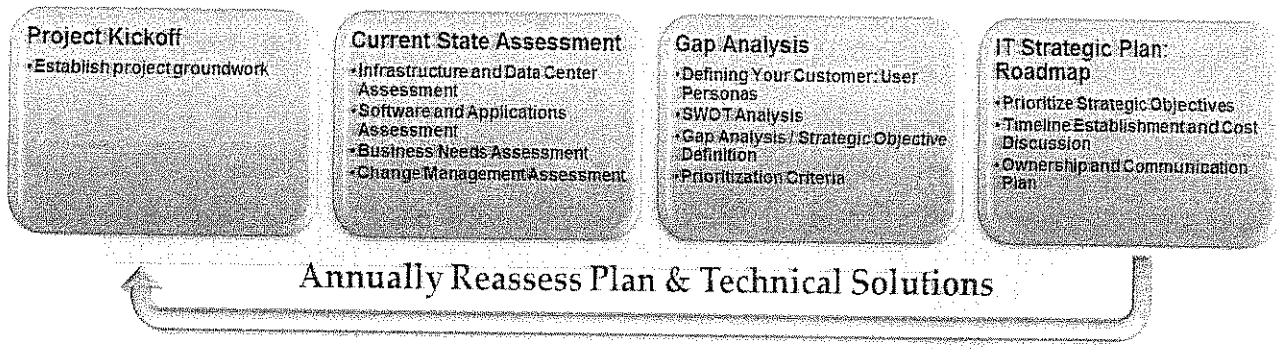
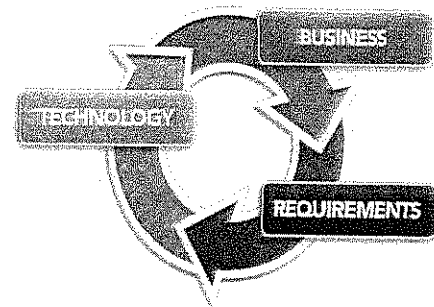
- Lower IT operational expenses
- Improved IT effectiveness
- Superior IT end user customer satisfaction
- Comprehensive documentation of environment
- IT strategy and phased recommendation approach
- High level ROI analysis

**Heartland’s IT-Synergy Strategy**  
*“IT budgets should transition from Cost Center to Innovation Center” - PEH*

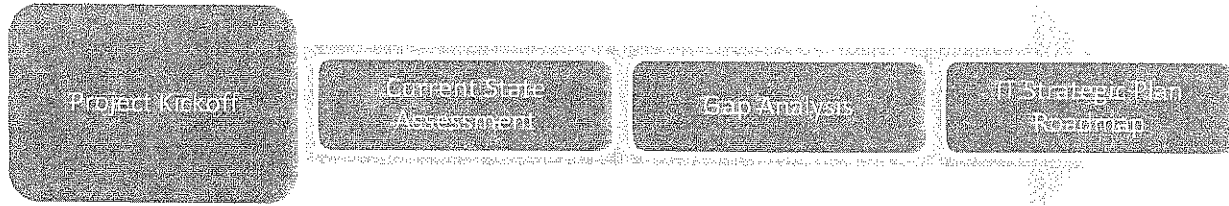
# IT Synergy Process Overview

## IT Strategic Plan

Business drives the requirements  
Requirements define the technology need  
Technology streamlines the business



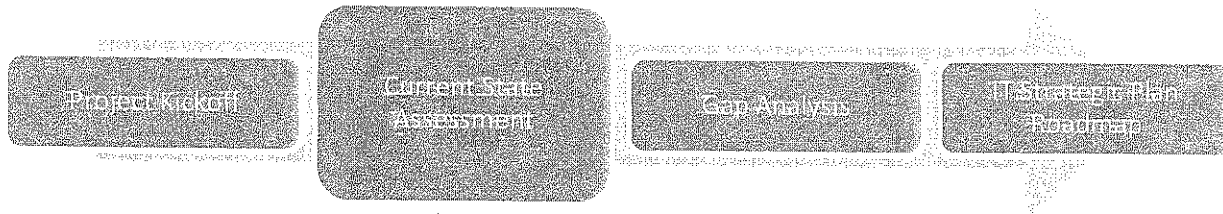
## Phase 1 – Project Kickoff Meeting



### Project Kickoff Goals:

- Establish project goals, scope, and project deliverables
- Review and/or define corporate strategies, initiatives, and goals
- Review and/or define IT strategies, initiatives, and goals
- Establish resource requirements and commitment
- Secure/Schedule project resources

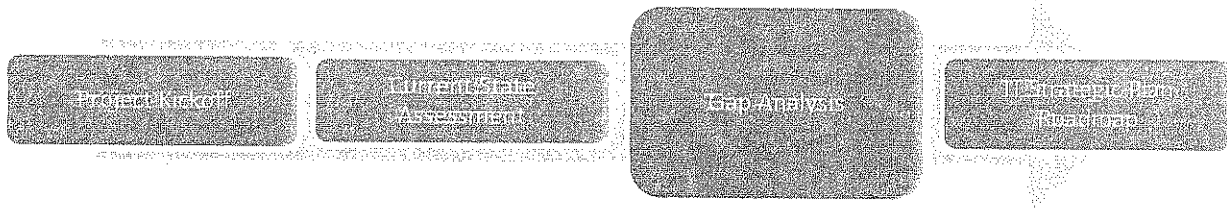
## Phase 2 – Current State Assessment



### Current State Assessment Goals:

- Infrastructure & Data Center Assessment
  - Endpoint Computing
  - Data Center and Security
  - Application Operations
  - Service Management
- Software and Application Assessment
  - Analyze age and use of existing software/applications
  - Evaluate legacy systems and home grown personal use tools (i.e. Excel spreadsheets)
  - Ascertain application/technology skill levels throughout the organization
- Business Needs Assessment
  - Identify key stakeholders and interview participants
  - Develop interview schedule and secure resource time and commitment
  - Develop Interview Guides and conduct interviews
- Change Management/Readiness Assessment
- Ascertain readiness for change through surveys and interviews

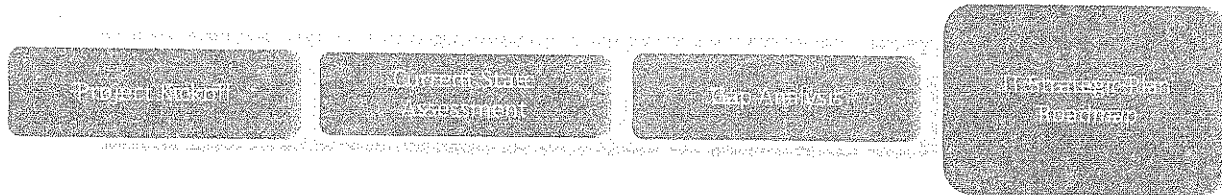
### Phase 3– Gap Analysis



#### Gap Analysis Goals:

- Defining your customer: User Personas
- SWOT Analysis (Strengths, Weaknesses, Opportunities, Threats)
- GAP Analysis/Defining your Strategic Objectives
  - Identify themes, develop objectives, and define strategies/tactics to achieve objectives
  - Establish and review potential strategic objectives with IT Leadership to develop final objective list
- Prioritization Criteria
  - Establish and review prioritization criteria with IT Leadership

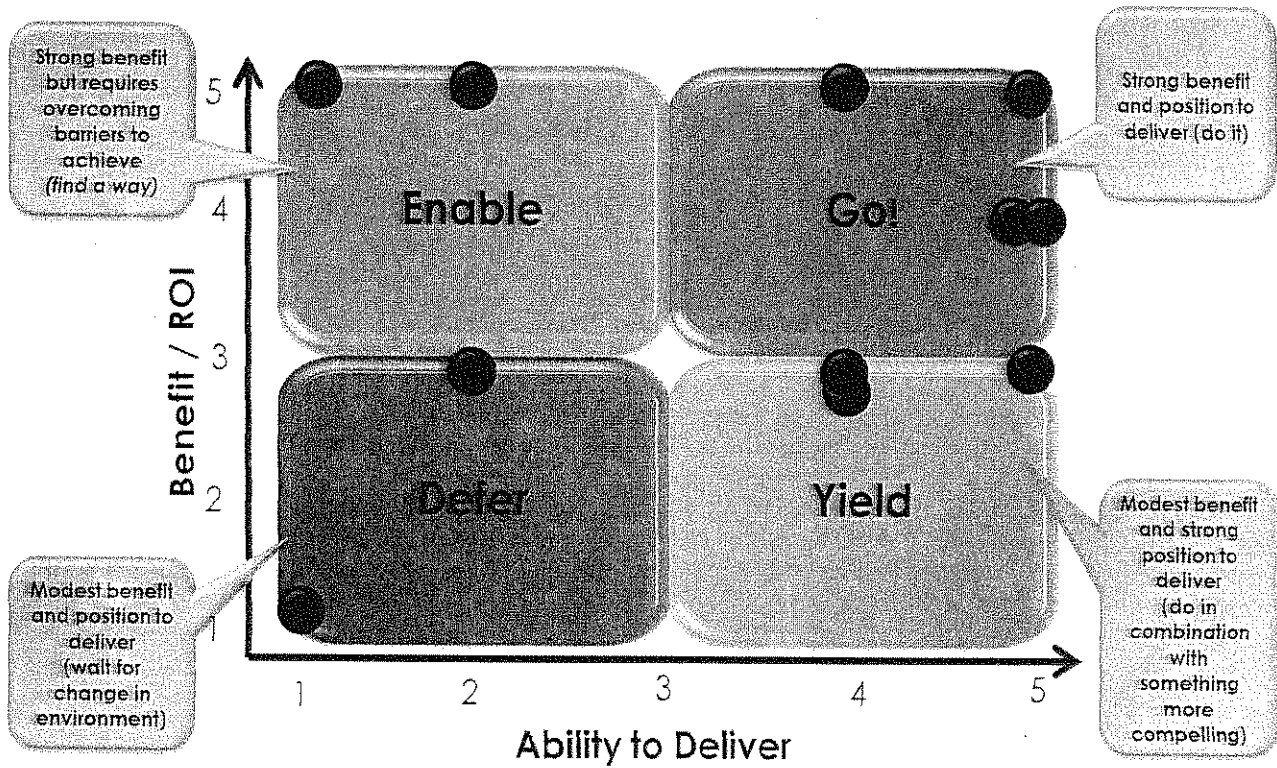
#### Phase 4– IT Strategic Plan Road Map



#### IT Strategic Plan Goals:

- Prioritize Strategic Objectives
- Establish Timeline and Discuss Costs
- Develop IT Strategic Plan: Roadmap
- Identify Owners for Each Strategic Objective and Develop Communication Plan
  - Define Measures

Phase 5- Prioritization



## Project Experience

### Shakopee Public Schools

Dr. Rod Thompson  
 Superintendent  
*rthompson@shakopee.k12.wi.us*  
 612-716-7838

### Technologies:

<b>Infrastructure</b>	
Data Center Technologies	✓
Network Infrastructure	✓
Mobility Solutions	✓
Comprehensive Security Offerings	✓
Unified Communications (Mitel/Cisco)	✓
Media Services/Cabling/21st-Century Classrooms	✓
Information Lifecycle Management	✓
Identify Management/SSO	✓
<b>End Points</b>	
Virtual Desktop Infrastructure (VDI)	
Endpoint Management Solutions	✓
Deployment Services	✓
Endpoint Warranty and Support	
Endpoint Security	✓
<b>Cloud Offerings</b>	
Infrastructure/Platform/Software As-a-Service	✓
Managed Services	✓
<b>Application Development</b>	
Microsoft SharePoint and .NET	
Moodle Customization and Development	
Java/J2EE and Open Source Custom Projects	
Document Management	

**Itasca Area School Collaborative**

Matt Grose  
 Chair President  
 mgrose@isd317.org  
 218-246-3412

**Technologies**

<b>Infrastructure</b>	
Data Center Technologies	✓
Network Infrastructure	✓
Mobility Solutions	✓
Comprehensive Security Offerings	✓
Unified Communications (Mitel/Cisco)	
Media Services/Cabling/21st Century Classrooms	
Information Lifecycle Management	✓
Identity Management/SSO	
<b>End Points</b>	
Virtual Desktop Infrastructure (VDI)	
Endpoint Management Solutions	✓
Deployment Services	✓
Endpoint Warranty and Support	
Endpoint Security	✓
<b>Cloud Offerings</b>	
Infrastructure/Platform/Software As-a-Service	✓
Managed Services	✓
<b>Application Development</b>	
Microsoft SharePoint and .NET	
Moodle Customization and Development	
Java/J2EE and Open Source Custom Projects	
Document Management	

Oshkosh Area School District

Dr. David Gundlach  
 Assistant Superintendent  
 david.gundlach@oasd.k12.wi.us  
 (920) 424-0935

**Technologies**

<b>Infrastructure</b>	
Data Center Technologies	✓
Network Infrastructure	✓
Mobility Solutions	✓
Comprehensive Security Offerings	✓
Unified Communications (Mitel/Cisco)	✓
Media Services/Cabling/21st Century Classrooms	✓
Information Lifecycle Management	✓
Identify Management/SSO	✓
<b>End Point CoAASDting</b>	
Virtual Desktop Infrastructure (VDI)	✓
Endpoint Management Solutions	✓
Deployment Services	✓
Endpoint Warranty and Support	✓
Endpoint Security	✓
<b>Cloud Offerings</b>	
Infrastructure/Platform/Software As-a-Service	✓
Managed Services	✓
<b>Application Development</b>	
Microsoft SharePoint and .NET	
Moodle Customization and Development	✓
Java/J2EE and Open Source Custom Projects	
Document Management	

More references available upon request

## Deliverables

- **Systems Design.** This will be provided with Advance Consulting/System Engineering services to insure a solid, state-of-the-art network for the Duluth Public Schools
- **Project Plan/Implementation Schedule.** This will be provided with the Project Management services to insure a successful and smooth implementation of the above phases.
- **Testing and Closure of Project.** Heartland Business Systems will work closely with Duluth Public Schools to ensure project expectations and deliverables have been met and the solution functions as proposed.

## Documentation

- Systems Design in Visio Document.
- Networking Address Documentation
- Project Plan/Implementation Schedule

## Assumptions

- Duluth Public Schools will work closely with Heartland Business Systems in the development and implementation of all deliverables.
- Heartland Business Systems will make every attempt to provide a configuration that meets the customer's needs as stated. Heartland may make modifications/revisions to design and configuration upon receipt of additional information regarding function and purpose of network.

## Evaluation & Closeout

- This project is complete when engaged phases have been completed and deliverables have been tested.

## Heartland Overview

Heartland Business Systems Engineering Service's consists of experienced specialist dedicated to providing high-level network integration and support over a local variety of products. Heartland Business Systems System Engineers are able to develop, implement and support any size network in several different Network Operating Systems, including Novell, Microsoft, and several other connectivity products.

The System Engineering Services will recommend and support the best possible solution to customer's networking needs. These services include

- Design, installation and implementation of WAN/LAN environments
- Gateway, bridge and router configuration
- Internet/Intranet connectivity, design and configuration
- Network analysis hardware and software benchmarking and tuning
- Voice Implementation/Key Systems and PBX integration
- IP security / Surveillance Systems
- Premise Access Systems
- Presentation Systems
- Storage Consolidation
- Security

## Heartland Business Systems Project Management

Heartland Business Systems provides Project Management services for projects with multiple phases, multiple resources, or complex scope. The primary goal of project management is completing a project "On-Time and On-Budget". These services include the following:

- Definition of project scope and deliverables, noting constraints and risks with associated contingency plans if necessary
- Creation and ongoing modification of project plans
- Identification of skillsets required for tasks within a project
- Coordination and scheduling of resources with required skillsets
- Management of project team, tracking completion within budget estimates
- Weekly notification of project status and completion milestones
- Documentation necessary to "close" a project when complete

## Heartland Resource Overview

### Advanced Methodology

Projects are handled with a long-term vision, beginning with an industry and vendor analysis that is put into historical perspective. Projects are documented using established documentation techniques. From there, detailed designs and blueprints are created. Finally, the project is strengthened with analysis tools.

### Making Connections

Projects researched and designed include:

#### Connectivity Consulting

- Mainframe to LAN connectivity
- Cooperative processing consulting
- Multi-server environments
- Local area connectivity - bridges and routers

#### Multi-platform Computing

- Creating Windows/Mac integrated solutions
- Complex network design
- DOS, Mac, open systems integration
- Using Microsoft or Novell products to integrate other systems (Host, UNIX, DEC...)

#### Client/Server Consulting

- Analysis of Client/Server computing solutions
- Database optimization, performance tuning
- Design of mission critical LAN based applications
- Client/server front-end applications

#### Integration Environments

- Voice over IP international networks
- Video Systems
- Data, Voice and Video Integration in Client/Server Environment

## Project Approach

### Introduction

In today's complex world of information systems, a defined process and team approach for infrastructure projects is imperative. Such an approach helps ensure that infrastructure implementations are consistent with business objectives, and can be effectively utilized once the technology has been deployed. A defined process also serves as a road map so that important aspects of a project will not be overlooked.

### Overview

#### Technology Infrastructure

Technology infrastructure exists to meet the business needs of the organization. It supports the enterprise architecture, facilitates communications and/or exchange of information, facilitates the attainment of business objectives, and organizes the knowledge of the enterprise.

The technology infrastructure is where it all comes together. No single element or part of an Information Technology (IT) organization can be considered the infrastructure. All elements must be considered for a project to be successful.

Composition of the technology infrastructure includes:

- People - The combined efforts of the staff chartered with procuring, installing, maintaining, using, and retiring the technology.
- Processes - IT strategic planning, acquisition, deployment and implementation, steady-state management, and post-use retirement.
- Technology - Elements required to provide and sustain reliable access to data and services

### Team Roles and Responsibilities

The Team model focuses on staffing, competency, management, responsibility, and quality in complex projects. An adaptation of the model for infrastructure projects is critical for successful deployments.

The Team model is defined as a team of peers working in interdependent and cooperating roles. Each team member has a well-defined role on the project and is focused on a specific mission. This approach encourages the feeling of ownership and ultimately results in a better product. The leaders of each team are responsible for management, guidance, and coordination, while the team members focus on carrying out their missions.

## Fair and Reasonable Fees

### Billing Philosophy

- We operate best when we have frequent, open communication with our clients about issues and problems they face in operating their businesses.
- We encourage our clients to meet with us on a periodic basis and to call us frequently.

### Project Fees


- Our fees are estimates based on our experience with similar engagements.
- Our Proposal is subject to the satisfactory completion of our customary evaluation of prospective clients in accordance with professional standards and execution of a Terms and Conditions Agreement.
- This proposal is valid for 60 days from the proposal date found on the first page. Extensions or other modifications to this proposal will require approval in writing from Heartland Business Systems.
- Heartland does not bill for incidental expenses (office supplies, telephone calls, etc.) However, we do reserve the right to bill for travel and lodging related expenses should they become necessary for the conduct of this project.
- Duluth Public Schools agrees to the proposal attached by affixing approval signature below. Heartland shall invoice in accordance with the Terms and Conditions.

This estimate is based upon Heartland Business Systems understanding of the scope of this project as of the date of this proposal. Heartland retains the right to adjust this estimate accordingly. However, no scope change and/or price adjustment will be made without prior communication and written approval to do so from ISD 709.

Fixed Fee Service

Total IT Synergy Assessment ..... \$7,500.00

Acknowledgment:  
Duluth Public Schools

  
Signature/Date 12/8/15

Acknowledgment:  
Heartland Business Systems, Inc.

\_\_\_\_\_  
Signature/Date

## AGREEMENT

**THIS AGREEMENT**, made and entered into this day 19th of November, 2015, by and between Independent School District #709, a public corporation, hereinafter called District, and Marlene Wisuri, an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of November 19, 2015, and shall remain in effect until June 30, 2016, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.
2. **Performance.** Presenter for Cultural Sharing Series provided for Staff at HOCHS. Presenter will be paid \$50.00/per hour (2 hours of presenting and 1 hour prep = 3 hours per session). First session is scheduled for April 18, 2016. Other sessions may be scheduled.
3. **Background Check .** (Applies to contractors working independent with students)

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$500.00. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

- a. Payment shall be made by the District on the day of service.
- b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of the Office of Education Equity, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail to: Marlene Wisuri, 5263 North Shore Dr., Duluth MN 55804.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to

“data on individuals”; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

**Workers’ Compensation Insurance:** Contractor must provide Worker’s Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers’ Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer’s Liability.

**Commercial General Liability:** Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.

**AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT,** set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

Marlene Wiseman \_\_\_\_\_ [Redacted] \_\_\_\_\_ 11/28/15  
Contractor Signature SSN/ Tax Identification Number Date

William Howes \_\_\_\_\_  
\_\_\_\_\_ (contact with questions) \_\_\_\_\_ Date

[Redacted] \_\_\_\_\_ 12/2/15  
Program Director Date

[Redacted] \_\_\_\_\_ 12/4/15  
Director of Curriculum and Instruction Date

W. Hanson \_\_\_\_\_ 12/4/15  
Director of Business Service / Superintendent of Schools Date

## AGREEMENT

**THIS AGREEMENT**, made and entered into this 20th day of November, 2015, by and between Independent School District #709, a public corporation, hereinafter called District, and Wayne Bryant (AKA Wade the Dancer), an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of November 20, 2015, and shall remain in effect until June 30, 2016, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.
2. **Performance.** Contractor will provide a 5-day Artist-in-Residency Dance Workshop and Show/Presentation for students and staff at Lincoln Park Middle School and Myers-Wilkins Elementary School to participate in from February 22-26, 2016. This will be done as an After-School Enrichment/Professional Development (staff) activity. The first workshop on February 22nd will include a brief introduction and mini-presentation (45mins-1hr). Two-hour workshops will continue daily until a public show/performance on February 26, 2016 that will be open to students, staff, families and community members.
3. **Background Check .** (Applies to contractors working independent with students)

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations at a rate of \$2,500 (5 Workshops), plus up to \$1,000 for flight, and up to \$800 (5 nights) for lodging, and up to \$250.00 (\$50/day x 5 days w/receipts) for meals up to a sum not to exceed \$4,550.00. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

- a. Payment shall be made by the District within 30 days of submission of a proper invoice by the Contractor;
- b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of the Office of Education Equity, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail to: Wayne Bryant, 1991 Lexington Ave., Apt 2A, New York, NY 10035 phone: 347.754.2992.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties



CONTRACT FOR PRE-SCHOOL PLACEMENT

This contract, entered into this day **September 14, 2015** by and between Independent School District # 709, Duluth MN (hereafter referred to as the SCHOOL DISTRICT) and **Endion Square** (hereafter referred to as the AGENCY) witnesses that: WHEREAS, THE SCHOOL DISTRICT has determined that it is necessary to retain the services of a qualified agency to meet needs documented in [REDACTED] Individual Education Plan (IEP).

Whereas the AGENCY is duly qualified to perform these services for preschool program as determined by student's IEP team.

NOW THEREFORE, the parties agree as follows:

1. The AGENCY shall provide the following services:  
Preschool programming for **3 hours** a day **2 days** per week
2. The AGENCY shall perform these services at: **1823 E. Superior Street**
3. The approximate date the service will begin is September 14, 2015, and shall not extend beyond **June 6, 2016**; the contract not to exceed a total of **9 months** of service and a total cost up to **\$1300.00**
4. The SCHOOL DISTRICT shall make payments for the services to the AGENCY as follows: Upon receipt of monthly/quarterly billing statement
5. The SCHOOL DISTRICT shall monitor the services of the AGENCY provided as follows: Supervision will be provided by the Special Education Director located in the Special Services Department. Student attendance will be provided to the Early Childhood Special Education (ECSE) program at Historical Old Central High School (HOCHS) on the 15<sup>th</sup> of each month for the preceding month.

Page 2 - Contract for Purchase of Special Education Services

6. Either party may terminate this agreement as follows: Thirty (30) days written notice  
or upon mutual agreement.

7. Both parties agree to comply with the terms of the Minnesota Data Practices Act, Minnesota Statutes, Chapter 13, in handling all data related to this Agreement.

**SIGNED:**

Endion Square Children's Center  
Name of Agency

By Julie Rubio Authorized Agent

9-30-15  
Date

**INDEPENDENT SCHOOL DISTRICT #709**

Duluth, Minnesota

W. Hanson  
C.F.O. Executive Director of Business Services

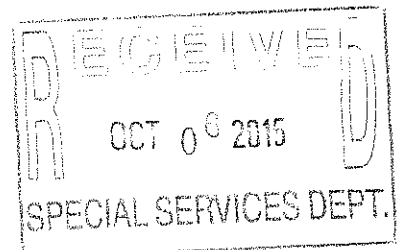
Date 12/4/15

Special Services Department

215 N. 1<sup>st</sup> Ave. East  
Duluth, MN 55802

By Laura Erickson 12/4/15  
Director

Date June 10, 2015



CONTRACT FOR PRE-SCHOOL PLACEMENT

This contract, entered into this day **September 8, 2015** by and between Independent School District # 709, Duluth MN (hereafter referred to as the SCHOOL DISTRICT) and **UNSH-Harbor Highland** (hereafter referred to as the AGENCY) witnesses that: WHEREAS, THE SCHOOL DISTRICT has determined that it is necessary to retain the services of a qualified agency to meet needs documented in **[REDACTED]** Individual Education Plan (IEP).

Whereas the AGENCY is duly qualified to perform these services for preschool program as determined by student's IEP team.

NOW THEREFORE, the parties agree as follows:

1. The AGENCY shall provide the following services:  
Preschool programming for **6** hours a day **4** days per week
2. The AGENCY shall perform these services at: **1115 N. Lake Avenue**
3. The approximate date the service will begin is **September 8, 2015**, and shall not extend beyond **January 26, 2016**; the contract not to exceed a total of **4** months of service at a rate of **\$34.00** per day with a total cost up to **\$2448.00**
4. The SCHOOL DISTRICT shall make payments for the services to the AGENCY as follows: Upon receipt of monthly/quarterly billing statement
5. The SCHOOL DISTRICT shall monitor the services of the AGENCY provided as follows: Supervision will be provided by the Special Education Director located in the Special Services Department. Student attendance will be provided to the Early Childhood Special Education (ECSE) program at Historical Old Central High School (HOCHS) on the 15<sup>th</sup> of each month for the preceding month.

Page 2 - Contract for Purchase of Special Education Services

6. Either party may terminate this agreement as follows: Thirty (30) days written notice  
or upon mutual agreement.

7. Both parties agree to comply with the terms of the Minnesota Data Practices Act, Minnesota Statutes, Chapter 13, in handling all data related to this Agreement.

**SIGNED:**

URS - Harbor Highland  
Name of Agency

By Kathleen Das Authorized Agent

10-1-13  
Date

**INDEPENDENT SCHOOL DISTRICT #709**

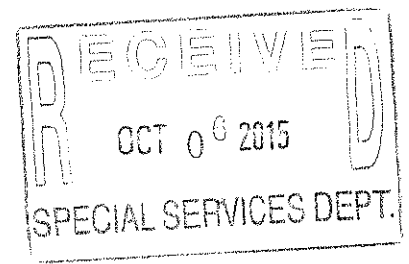
Duluth, Minnesota  
W. C. Hanson  
C.F.O. Executive Director of Business Services

Date 12/4/15

Special Services Department  
215 N. 1<sup>st</sup> Ave. East  
Duluth, MN 55802

By Laura Fredrickson 12/4/15  
Director

Date 6-16-15



**CONTRACT FOR PRE-SCHOOL PLACEMENT**

This contract, entered into this day **September 14, 2015** by and between Independent School District # 709, Duluth MN (hereafter referred to as the SCHOOL DISTRICT) and **Endion Square** (hereafter referred to as the AGENCY) witnesses that: WHEREAS, THE SCHOOL DISTRICT has determined that it is necessary to retain the services of a qualified agency to meet needs documented in [REDACTED] Individual Education Plan (IEP).

Whereas the AGENCY is duly qualified to perform these services for preschool program as determined by student's IEP team.

NOW THEREFORE, the parties agree as follows:

1. The AGENCY shall provide the following services:  
Preschool programming for **3 hours** a day **2 days** per week
2. The AGENCY shall perform these services at: **1823 E. Superior Street**
3. The approximate date the service will begin is **September 14, 2015**, and shall not extend beyond **June 6, 2016**; the contract not to exceed a total of **9 months** of service and a total cost up to **\$1300.00**
4. The SCHOOL DISTRICT shall make payments for the services to the AGENCY as follows: Upon receipt of monthly/quarterly billing statement
5. The SCHOOL DISTRICT shall monitor the services of the AGENCY provided as follows: Supervision will be provided by the Special Education Director located in the Special Services Department. Student attendance will be provided to the Early Childhood Special Education (ECSE) program at Historical Old Central High School (HOCHS) on the 15<sup>th</sup> of each month for the preceding month.

**Page 2 - Contract for Purchase of Special Education Services**

6. Either party may terminate this agreement as follows: Thirty (30) days written notice  
or upon mutual agreement.

7. Both parties agree to comply with the terms of the Minnesota Data Practices Act, Minnesota Statutes, Chapter 13, in handling all data related to this Agreement.

**SIGNED:**

Endion Square Children's Center  
Name of Agency

By Julie Tutto Authorized Agent  
9-30-15  
Date

**INDEPENDENT SCHOOL DISTRICT #709**

Duluth, Minnesota  
W. Hanson  
C.F.O. Executive Director of Business Services  
Date 12/4/15

**Special Services Department**

215 N. 1<sup>st</sup> Ave. East  
Duluth, MN 55802

By Laura Tidrickson  
Director

Date June 10, 2015



CONTRACT FOR PRE-SCHOOL PLACEMENT

This contract, entered into this day **December 9, 2015** by and between Independent School District # 709, Duluth MN (hereafter referred to as the SCHOOL DISTRICT) and **UNS- Harbor Highlands** (hereafter referred to as the AGENCY) witnesses that: WHEREAS, THE SCHOOL DISTRICT has determined that it is necessary to retain the services of a qualified agency to meet needs documented in [REDACTED] Individual Education Plan (IEP).

Whereas the AGENCY is duly qualified to perform these services for preschool program as determined by student's IEP team.

NOW THEREFORE, the parties agree as follows:

1. The AGENCY shall provide the following services:  
Preschool programming for 6 hours a day 2 day per week
2. The AGENCY shall perform these services at: 2827 Chambersburg Ave.
3. The approximate date the service will begin is **December 9, 2015** and shall not extend beyond **June 7, 2016**; the contract not to exceed a total of **6 months** of service (\$34.00 day) with a total cost up to **\$1632.00**
4. The SCHOOL DISTRICT shall make payments for the services to the AGENCY as follows: Upon receipt of monthly/quarterly billing statement
5. The SCHOOL DISTRICT shall monitor the services of the AGENCY provided as follows: Supervision will be provided by the Special Education Director located in the Special Services Department. Student attendance will be provided to the Early Childhood Special Education (ECSE) program at Historical Old Central High School (HOCHS) on the 15<sup>th</sup> of each month for the preceding month.

Page 2 - Contract for Purchase of Special Education Services

6. Either party may terminate this agreement as follows: Thirty (30) days written notice  
or upon mutual agreement.

7. Both parties agree to comply with the terms of the Minnesota Data Practices Act, Minnesota Statutes, Chapter 13, in handling all data related to this Agreement.

**SIGNED:**

ONS - Harbor Highlands  
Name of Agency

By \_\_\_\_\_ Authorized Agent

\_\_\_\_\_  
Date

INDEPENDENT SCHOOL DISTRICT #709

Duluth, Minnesota

W. Hanson

C.F.O. Executive Director of Business Services

Date 12/4/15

Special Services Department

215 N. 1<sup>st</sup> Ave. East

Duluth, MN 55802

By Jason Crane  
Director

Date 12/3/15

**CONTRACT FOR PRE-SCHOOL PLACEMENT**

This contract, entered into this day **September 19, 2015** by and between Independent School District # 709, Duluth MN (hereafter referred to as the SCHOOL DISTRICT) and **Endion Square Children's Center** (hereafter referred to as the AGENCY) witnesses that:

WHEREAS, THE SCHOOL DISTRICT has determined that it is necessary to retain the services of a qualified agency to meet needs documented in **[REDACTED]** Individual Education Plan (IEP).

Whereas the AGENCY is duly qualified to perform these services for preschool program as determined by student's IEP team.

NOW THEREFORE, the parties agree as follows:

1. The AGENCY shall provide the following services:  
Preschool programming for **4 hours** a day 3 day per week
2. The AGENCY shall perform these services at: 2827 Chambersburg Ave.
3. The approximate date the service will begin is **November 16, 2015** and shall not extend beyond **June 9, 2016**; the contract not to exceed a total of **7 months** of service (\$216.00 month) with a total cost up to **\$1512.00**
4. The SCHOOL DISTRICT shall make payments for the services to the AGENCY as follows: Upon receipt of monthly/quarterly billing statement
5. The SCHOOL DISTRICT shall monitor the services of the AGENCY provided as follows: Supervision will be provided by the Special Education Director located in the Special Services Department. Student attendance will be provided to the Early Childhood Special Education (ECSE) program at Historical Old Central High School (HOCHS) on the 15<sup>th</sup> of each month for the preceding month.

Page 2 - Contract for Purchase of Special Education Services

6. Either party may terminate this agreement as follows: Thirty (30) days written notice  
or upon mutual agreement.

7. Both parties agree to comply with the terms of the Minnesota Data Practices Act, Minnesota Statutes, Chapter 13, in handling all data related to this Agreement.

**SIGNED:**

Endior Square Children's Center  
Name of Agency

By Julie Arto Authorized Agent

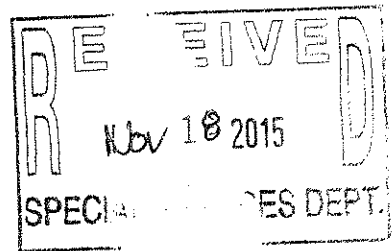
11/12/15  
Date

**INDEPENDENT SCHOOL DISTRICT #709**

Duluth, Minnesota

W. Hanson  
C.F.O. Executive Director of Business Services

Date 12/4/15



Special Services Department

215 N. 1<sup>st</sup> Ave. East  
Duluth, MN 55802

By Jason Grant  
Director

Date 12/13/15

CONTRACT FOR PRE-SCHOOL PLACEMENT

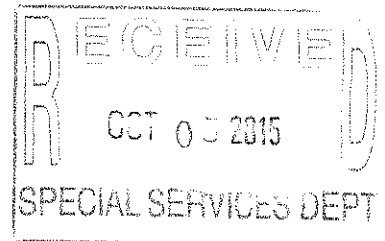
This contract, entered into this day **September 16, 2015** by and between Independent School District # 709, Duluth MN (hereafter referred to as the SCHOOL DISTRICT) and **Congdon Creek Preschool** (hereafter referred to as the AGENCY) witnesses that:

WHEREAS, THE SCHOOL DISTRICT has determined that it is necessary to retain the services of a qualified agency to meet needs documented in [REDACTED] Individual Education Plan (IEP).

Whereas the AGENCY is duly qualified to perform these services for preschool program as determined by student's IEP team.

NOW THEREFORE, the parties agree as follows:

1. The AGENCY shall provide the following services:  
Preschool programming for 2.5 **hours** a day 2 day per week



2. The AGENCY shall perform these services at: 2827 Chambersburg Ave.

3. The approximate date the service will begin is September 11, 2015 and shall not extend beyond May 27, 2016; the contract not to exceed a total of **9 months** of service (\$80.00 month) with a total cost up to \$720.00

4. The SCHOOL DISTRICT shall make payments for the services to the AGENCY as follows: Upon receipt of monthly/quarterly billing statement

5. The SCHOOL DISTRICT shall monitor the services of the AGENCY provided as follows: Supervision will be provided by the Special Education Director located in the Special Services Department. Student attendance will be provided to the Early Childhood Special Education (ECSE) program at Historical Old Central High School (HOCHS) on the 15<sup>th</sup> of each month for the preceding month.

Page 2 - Contract for Purchase of Special Education Services

6. Either party may terminate this agreement as follows: Thirty (30) days written notice  
or upon mutual agreement.

7. Both parties agree to comply with the terms of the Minnesota Data Practices Act, Minnesota Statutes, Chapter 13, in handling all data related to this Agreement.

**SIGNED:**

Condon Creek Preschool  
Name of Agency

By [Signature] Authorized Agent  
9-11-15  
Date

**INDEPENDENT SCHOOL DISTRICT #709**

Duluth, Minnesota

[Signature]  
C.F.O. Executive Director of Business Services

Date 12/4/15

Special Services Department

215 N. 1<sup>st</sup> Ave. East  
Duluth, MN 55802

By [Signature]  
Director

Date 12/4/15

**Men As Peacemakers**  
In School Programming Contract


**From:**

Name: Men As Peacemakers (Ed Heisler)  
Address: 205 West 2<sup>nd</sup> Street, Suite 15  
Duluth, MN 55802  
**Federal EIN: 41-1841689**

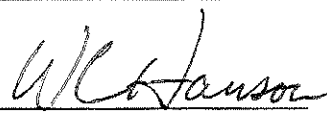
**TO:** Duluth Public Schools -- ISD 709

This contract supports two in school programs offered annually by Men As Peacemakers at Duluth Public Schools-Boys Restorative Program and Girls Restorative Program. Both programs welcome students who may be struggling in school, and are designed to support the social emotional development of participants, while contributing to their success in school. This contract amount reflects approximately 7% of total program costs, but represents an important investment by the school district that will strengthen MAP's abilities to secure additional funders.

2015 Peer Education Contract	AMOUNT
<p><b>1. Provide Boys Restorative Programming (Boys Group) at a minimum of 2 elementary schools.</b> Boys Groups is an in-school community mentoring program for 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> grade boys. This primary prevention program connects caring adults in local elementary schools to help boys broaden their understanding of masculinity and to make better connections with themselves, their schools, and their community. These connections help them succeed both academically and socially, and support the development of boys into leaders in preventing violence and promoting positive peer cultures.</p> <ul style="list-style-type: none"> <li>Boys Group serves approximately 80-120 boys on an annual basis.</li> <li>Programming is provided through MAP staff and volunteers weekly or bi-weekly based on school schedule.</li> <li>Boys Group is currently provided at Laura MacArthur and Myers Wilkins. It is in the process of expanding to Piedmont and Lincoln Park Middle School.</li> </ul>	<p><b>\$10,000</b> <b>Total</b></p>
<p><b>2. Provide Girls Restorative Programming (Girls Group) at Denfeld High School and Lincoln Park Middle School.</b> Girls Group is an in school program that creates inclusive and confidential spaces where girls develop authentic, supportive relationships while exploring their identities, building resiliency, and succeeding in high school. Girls also become peer leaders in sexual violence prevention, promoting healthy relationships, and addressing issues of violence and inequality facing girls and women.</p> <ul style="list-style-type: none"> <li>Girls Group serves approximately 90-100 girls on an annual basis.</li> <li>Programming is provided through MAP staff and volunteers on a weekly basis—based on grade level.</li> <li>Program coordinators are also housed in school to provide one on one support/advocacy to girls.</li> <li>Participants are invited to participate in multiple field trips exploring potential careers, college, activities, and community resources.</li> <li>Programming is provided at Denfeld High School and Lincoln Park Middle School</li> </ul>	

  
\_\_\_\_\_  
Signature  
*Executive Director*  
\_\_\_\_\_  
Title  
Men As Peacemakers Signatory

*12/2/15*  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature  
*CFO*  
\_\_\_\_\_  
Title  
ISD 709 Signatory

*12/14/15*  
\_\_\_\_\_  
Date

**LAKEVIEW CHRISTIAN ACADEMY**  
Guidelines for  
**TRANSPORTATION REIMBURSEMENT**  
2015-2016


1. Each parent is to submit an initial odometer reading from home to school. ISD 709 will determine Maximum Mileage allowed based on District Transportation Routing Software. Initial request should include your school's calendar for the year.
2. ISD 709 Transportation Department will complete the "Invoice/Reimbursement Form" (Form 3000) for each month. Please submit your information monthly, to include mileage and days attended for each family, listing all students in family. Reimbursement is calculated by:

$$\underline{\hspace{2cm}} \text{ days } \times \underline{\hspace{2cm}} \text{ miles } \times \text{ 30 Cents per mile } = \text{ reimbursement.}$$

*(One round trip from home to school)*

3. Mail or bring "DRIVING REIMBURSEMENT REQUEST FORM" to the Transportation Department. A check will be sent to your school in 3-4 weeks from the date received at the Transportation Department.
4. Reimbursement is per family when Duluth Public Schools is in session and only for their mileage. Car pool mileage should not be submitted. For the 2015 - 2016 school year one family reimbursement is maximum of \$310.00.
5. All reimbursement claims must be received at ISD 709 by June 9, 2016.

**LAKEVIEW CHRISTIAN ACADEMY**

BY   
Its Director

**INDEPENDENT SCHOOL DISTRICT NO. 709**

BY   
Director of Business Services

**SPIRIT OF THE LAKE COMMUNITY SCHOOL**

Guidelines for

**TRANSPORTATION REIMBURSEMENT**

2015-2016

1. Each parent is to submit an initial odometer reading from home to school. ISD 709 will determine Maximum Mileage allowed based on District Transportation Routing Software. Initial request should include your school's calendar for the year.
2. ISD 709 Transportation Department will complete the "Invoice/Reimbursement Form" (Form 3000) for each month. Please submit your information monthly, to include mileage and days attended for each family, listing all students in family. Reimbursement is calculated by:

$$\underline{\hspace{2cm}} \text{ days} \times \underline{\hspace{2cm}} \text{ miles} \times 30 \text{ Cents per mile} = \text{reimbursement.}$$

(One round trip from home to school)

3. Mail or bring "DRIVING REIMBURSEMENT REQUEST FORM" to the Transportation Department. A check will be sent to your school in 3-4 weeks from the date received at the Transportation Department.
4. Reimbursement is per family when Duluth Public Schools is in session and only for their mileage. Car pool mileage should not be submitted. For the 2015 - 2016 school year one family reimbursement is maximum of \$310.00.
5. All reimbursement claims must be received at ISD 709 by June 9, 2016.

**SPIRIT OF THE LAKE COMMUNITY SCHOOL**

BY

Jeri Kospicek  
Its Director

9/28/15  
(218) 721-4236 school  
(218) 310-2820 direct

**INDEPENDENT SCHOOL DISTRICT NO. 709**

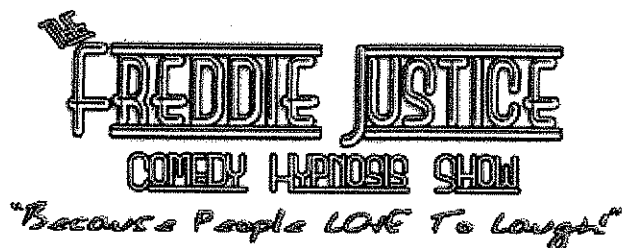
BY

W. Hanson  
Director of Business Services

\* Please note that we have  
two locations:

Kindergarten = 4747 5th Ave S SS803

Grades = 819 N 18th Ave E SS812



## Professional Services Agreement

**Reichert Productions, Inc.**  
**763.754.6638**

P.O. Box 490118, Blaine, MN 55449  
info@FreddieJustice.com • www.FreddieJustice.com

CLIENT INFORMATION	EVENT INFORMATION
CLIENT: Jackie Ring COMPANY: East High School STREET: CITY, STATE, ZIP: Duluth, MN PHONE#: MOBILE#: 218 340 4993 EMAIL ADDRESS: jacalyn.ring@isd709.org DATE ISSUED: December 13, 2015	TYPE OF EVENT: Speaking Event FACILITY/VENUE: Same As Client Address STREET: CITY, STATE: Duluth, MN VENUE PHONE: EVENT DATE: Tuesday, January 05, 2016 START TIME: 9:00 AM      END TIME: 12:09 AM

### Agreed Upon Services, Terms & Conditions

ANY ALTERATION OF THIS CONTRACT WITHOUT PRIOR APPROVAL INVALIDATES THIS AGREEMENT ENTIRELY

This signed agreement will confirm the agreement between Reichert Productions, Inc., hereafter referred to as "Artist" and Jackie Ring, East High School, hereafter referred to as "Client". This agreement is pre-signed based on listed terms, but is not valid until signed by client and received and approved by Artist.

- ~~Agreement requires signed Rider as well, which will be in a secondary link/form and outlining important specifics for event.~~
- As compensation for the performance, **Jackie Ring, East High School, agrees to pay Company the total sum of \$150.00.** Payments accepted in the form of Cash, Check, Money Order, PayPal or Credit Card. A deposit in the amount of \$0.00 is to be paid to REICHERT PRODUCTIONS, INC. and returned along with this signed agreement and signed Rider to secure your event date. Balance due on or before the event date. Deposit is non-refundable. If Client cancels for any reason within 45 days of the event, Client shall be responsible for the full contracted amount listed on this Agreement.
- Artist/Company will provide a Customized Speaking Engagement and/or Power of the Mind Speaking Event for the 3 or 4 classes as described in our discussions. Content will be shaped based on overall event content, input by Client and event subject matter.
- If final payment is not received by the day of the event, a 20% penalty fee for amount due will be added starting the first business day following the event and will increase an additional 20% of amount due each 30 days thereafter until paid in full.
- Offer is valid for 14 days after the issue date above. If the signed agreement is not received on or before that date, it becomes void and artist will release date, making it available to schedule another event/client.
- ~~Client agrees to allow Artist rights to sell productions following show with may include show DVD's, tapes, books, video and similar items. Client shall provide a table and chair in a well lit location, near speaking area or just outside, setup prior to the show, to be used for product sales table.~~
- Either party may cancel the Agreement by providing at least 45 days advance written notice to the other party. In the case of proper and timely cancellation, the deposit shall be forfeited, but any fees outside of the deposit shall be refunded to Client. If Client cancels less than 45 days before event, the total sum shall still be due. The attempt by one party to cancel this Agreement in any manner other than those specifically outlined in this Agreement will be considered a breach of this Agreement. If cancellation is due to "Acts of God", venue problems, power problems, law enforcement or fire department issues, or similar problems, Client is still responsible for all payments due. Artist is final decision maker on what constitutes an "Act of God". Artist shall not be responsible or liable for any damage, losses or injuries to persons or properties caused by any of the Client's guests, or for any third party claims in connection with this agreement.
- Total cost of entertainment services will be \$150.00 in the name of REICHERT PRODUCTIONS, INC. (This total fee includes a minimal travel fee of \$0.00). Offer valid for 15 days.**
- An entertainment retainer of \$0.00, due with this agreement in order to hold your date.**

### ACCEPTANCE OF CONTRACT BY CLIENT

By signing (physically or digitally "E Sign"), you agree that the outlined details of this Professional Services Agreement is accepted & you authorize Company to provide outlined services. You further agree to all payments & fees as outlined on this agreement.

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Date: 12/15/15 Client Signature: W. Hanson  
[IP Info: ]

**ACCEPTANCE OF CONTRACT BY AUTHORIZED REICHERT PRODUCTIONS STAFF**  
(acceptance of "E Sign" from client by Mgmt constitutes a signature from Reichert Productions staff)

RP Staff Signature: [Signature] Title: CEO Date: e>

## AGREEMENT

**THIS AGREEMENT**, made and entered into this 4th day of December , 2015, by and between Independent School District #709, a public corporation, hereinafter called District, and M'Bemba Bangoura , an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of December 4, 2015, and shall remain in effect until June 30, 2016, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. **Performance.** One hour "Djembe" workshops/contact at different ISD 709 schools from Monday, February 1st 2016 to Friday, February 5th, 2016 and two hours contact/workshop during the afternoon at Lincoln Park Middle school :

**-Monday February 1st, 2016** (Contact /Workshop during AM and PM)

.Lincoln Park Middle School

**-Tuesday February 2nd, 2016**

.Denfeld High School( AM contact/workshop)

.PM workshop at Lincoln Park

**-Wednesday February 3rd, 2016**

.East High School (AM contact/workshop)

.PM workshop at Lincoln Park

**-Thursday February 4th, 2016**

.Ordean Middle School (AM contact/workshop)

.PM workshop at Lincoln Park

**-Friday February 5th, 2016**

.Myers Wilkins and Lowell elementary schools. (AM contact/workshop)

.PM workshop at Lincoln Park

-There could also be a possibility of a final performance on Friday at Denfeld High School (7 PM) depending on the artist and the students comfort level.

3. **Background Check .** (Applies to contractors working independent with students)

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services for performing said obligations at a rate of \$3,000 (10 Workshops) and up to \$250.00 (\$50/day x 5 days w/receipts) for meals. Travel expenses will be covered by the district up to \$1,000 for flight, and up to \$1,000 (6 nights) for lodging, up to a sum not to exceed \$5,500.00. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

- a. Payment shall be made by the District within 30 days of submission of a proper invoice by the Contractor;
- b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of: The Office of Education Equity, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail to: M'Bemba Bangoura 2588. 7 Avenue Apt 2S. New York, NY 10039.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

**Workers' Compensation Insurance:** Contractor must provide Worker's Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer's Liability.

**Commercial General Liability:** Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.

AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT, set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

Contractor Signature	SSN/ Tax Identification Number	Date
Djibril T. Bangoura		12/04/15
Initiator - (Contact with questions)		Date
Program Director		12/7/15
Director of Curriculum and Instruction		12/10/15
Director of Business Service / Superintendent of Schools		12/16/15

AMANDA GILDERMAN  
AND  
DULUTH PUBLIC SCHOOLS, ISD 709

AGREEMENT FOR FREELANCE SIGN LANGUAGE INTERPRETER SERVICES

The following is an Agreement between AMANDA GILDERMAN 5278 S County Road P Poplar, WI 54864-9114, (hereafter referred to as the SIGN LANGUAGE INTERPRETER PROVIDER) and Duluth Public Schools, ISD 709 (hereafter referred to as the DISTRICT). This Agreement shall be effective Sept. 8, 2015 and end Sept. 1, 2016

I. THE SIGN LANGUAGE INTERPRETER PROVIDER AGREES:

- A. To provide INTERPRETING SERVICES, for students with a disability and who have an IEP/IFSP/IIP documenting the need for such services under contract at the District sites. Services shall be provided as prescribed by the student's IEP/IFSP/IIP in order to meet the goals as determined by the IEP team.
- B. To provide INTERPRETING SERVICES by a certified Sign Language Interpreter.
- C. Not to exceed forty (40) hours per week of INTERPRETING SERVICES for the District.

II. THE DISTRICT AGREES:

- A. To pay the SIGN LANGUAGE INTERPRETER for INTERPRETING SERVICES at the contract rate of \$80.00 base rate for first two hours, plus \$40.00 per hour after, billed from arrival to departure time. The total of this contract will not to exceed \$15,000.
- B. To remit to the SIGN LANGUAGE INTERPRETER, upon receipt of weekly invoice, the amount due and owing for the services provided.
- C. The Director of Special Services shall supervise the contracted services to ensure that services are provided in accordance with the students' IEP/IFSP/IIPs.

III. INDEPENDENT CONTRACTOR

Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture or co-partnership between the parties, which are and shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

IV. MINNESOTA DATA PRACTICES ACT

The SIGN LANGUAGE INTERPRETER and the District agree to comply with the terms of the Minnesota Data Practices Act, Minnesota Statutes, Chapter 13, in handling all data related to this Agreement.

V. MUTUAL AGREEMENTS

- A. This Agreement shall be effective beginning Sept. 8, 2015 and end Sept. 1, 2016.
- B. Any modification to this Agreement must be made in writing.
- C. Either party may cancel this Agreement by giving a 7-day written notice of cancellation to the other party.

Agreed to by:

DULUTH PUBLIC SCHOOLS, ISD 709

AMANDA GILDERMAN

By   
Jason Crane

By  
Amanda Gilderman

Title Director of Special Services

Title Freelance Sign Language Interpreter

Date 12/10/15

Date

By   
William C. Hanson

Title Director of Business and Finance

Date 12/18/15

## AGREEMENT

**THIS AGREEMENT**, made and entered into this 30th day of November, 2015, by and between Independent School District #709, a public corporation, hereinafter called District, and Matheny Therapy & Consulting, LLC, an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

- WCH
1. **Dates of Service.** This Agreement shall be deemed to be effective as of January 11, 201~~5~~<sup>6</sup>, and shall remain in effect until August 1, 2016, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.
  2. **Performance.** The contractor is responsible for conducting a staff training and ongoing consultation regarding trauma in an effort to implement strategies of a Trauma Informed School at Myers-Wilkens Elementary School.
  3. **Background Check .** (Applies to contractors working independent with students)

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor for its services and expenses in performing said obligations up to a sum not to exceed \$2,000. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

- WCH
- Following the satisfactory completion of the work by contractor,*
- a. Payment shall be made by the District within 30 days of submission of a proper invoice by the Contractor;
  - b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor.

This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs:

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of : Stephanie Heilig, Myers-Wilkins, 1027 N 8<sup>th</sup> Ave E, Duluth, MN 55805. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail Saprina Matheny, 5241 North Shore Drive, Duluth, MN 55804.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

**Workers' Compensation Insurance:** Contractor must provide Worker's Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer's Liability.

**Commercial General Liability:** Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.

**AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT,** set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

INDEPENDENT SCHOOL DISTRICT NO. 709

CONTRACTOR

Chair



*[Handwritten signature]*

Program Director



*[Handwritten signature]*

Director of Business Service


*W.C. Hanson* 12/18/15

*M. L. [Signature]* 12/15/15

Matheny Therapy & Consulting, LLC  
Title

*Saprina A. Matheny*

by, Saprina Matheny, Member

  
Taxpayer Identification Number

# AGREEMENT

**THIS AGREEMENT**, made and entered into this 21st day of September, 2015, by and between Independent School District #709, a public corporation, hereinafter called District, and Christopher Davila, an independent contractor, hereinafter called Contractor.

**THE PURPOSE OF THE AGREEMENT** is to set out the terms and conditions whereby Contractor will provide programs or services for the District at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows: (insert as appropriate)

1. **Dates of Service.** This Agreement shall be deemed to be effective as of December 5, 2015, and shall remain in effect until June 1, 2016 unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.
2. **Performance.** Facilitator for Achievement Center WIN and Social Justice Club at East High School. Duties would include ACT Prep, College expectations, filling out college applications. Other yet to be determined.
3. **Background Check .** N/A

Contractor must provide an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting a criminal history background check on all of its employees assigned to the program. Contractor is precluded from performance of contract until the results of the criminal background check(s) are on file.

4. **Reimbursement.** In consideration of the performance of Contractor of its obligations pursuant to this Agreement, District hereby agrees to reimburse Contractor \$50 per session for its services and expenses in performing said obligations up to a sum not to exceed \$500.00. Contractor is required by Minnesota Statutes, Section 270.66, subd. 3, to provide their Taxpayer Identification Number (TIN) used in the enforcement of Federal and State tax laws. The TIN will be available to Federal and State tax authorities and State personnel involved in the payment of State obligations. This Agreement will not be approved unless TIN is provided.

5. **Requests for Reimbursement.** The terms of payment under this Agreement are as follows:

- a. Payment shall be made by the District within 30 days of submission of a proper invoice by the Contractor;
- b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. **Propriety of Expenses.** The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. District reserves the right to offset any overpayment or disallowance of any item or items at any time under this Agreement by reducing future payments to Contractor. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. **Ownership of Materials.** The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that Contractor has provided, prepared, or utilized in performance of the terms of this Agreement.

8. **Independent Contractor.** Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. **Indemnity and defense of the District.** Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement.

In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. **Notices.** All notices to be given by Contractor to District shall be deemed to have been given by depositing the same in writing in the United States Mail care of the Office of Education Equity, ISD 709, Duluth Public Schools, 215 North 1<sup>st</sup> Avenue East, Duluth, MN 55802. All notices to be given by District to Contractor shall be deemed to have been given by depositing the same in writing in the United States Mail to: Christopher Davila, 1426 E 10th St, Duluth, MN 55805.

11. **Assignment.** Contractor shall not in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties' hereto.

13. **Governing Laws.** This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. **Entire Agreement.** This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. **Cancellation.** Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. **Data Practices.** Contractor further understands and agrees that it shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

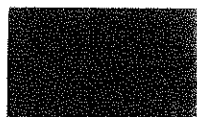

17. **Insurance.** (If applicable) Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

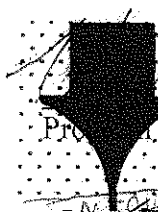
**Workers' Compensation Insurance:** Contractor must provide Worker's Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer's Liability.

**Commercial General Liability:** Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the contractor or subcontractor or by anyone directly or indirectly employed under the contract.

**AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT,** set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

 John Dail  
SSN/ Tax Identification Number 

9-21-15  
Date

 Michael Cary  
Principal Director  
MICHAEL CARY - DIR. CURRICULUM & INSTRUCTION

12/5/15  
Date  
12/15/15  
DATE

W. Jensen  
Director of Business Service / Superintendent of Schools

12/21/15  
Date

Revenue Contracts Signed – December 2016

For your information, the Superintendent or the Director of Business Services has signed the following contracts, during the month of December 2016:

Revenue Contracts

<u>Name</u>	<u>Amount</u>	<u>Source</u>	<u>Description</u>
Saint Paul Public Schools	999.00	ABE	Distance Learning



Independent School District 625  
Saint Paul Public Schools  
Saint Paul, MN  
**Contract for Consultant Services**  
(Revised 7/2015)

THIS CONTRACT, entered into this 1 day of July 2015, by and between Independent School District 625/Saint Paul Public Schools (hereinafter referred to as DISTRICT), and Duluth Public Schools, Independent School District 709 (hereinafter referred to as CONSULTANT), witnesseth that:

WHEREAS, DISTRICT has determined that it is necessary to retain the services of a qualified person  
WHEREAS, CONSULTANT is duly qualified to perform these services; Provide one manager and at least one instructor to complete the Distance Learning 101 professional development course; to create and implement a distance learning site plan.

(attach additional page if necessary)

NOW THEREFORE, the parties hereto agree as follows:

1. CONSULTANT shall perform the following tasks: (Attach additional page if necessary).

*General Description of Services: see above*

2. Consideration and Conditions of Payment:

- a) In consideration for services provided under the terms of this contract, DISTRICT shall pay CONSULTANT

**(Choose either (1) or (2), whichever applies):**

- (1) Lump sum/ Flat fee \$999.00.

(Provide attachment with detailed information on the rate being charged for services delivered)

**OR**

- (2) Per unit rate at the rate of up to \$      per      not to exceed      dollars \$     .

- b) Payments shall be made by DISTRICT within 35 days after receipt of a valid complete invoice. Invoice must be presented after receipt of satisfactory services and/or materials/equipment. Invoice shall include the following: complete name and address of consultant/vendor, invoice number and date, DISTRICT's purchase order number (without purchase order number invoice is not considered valid and will not be paid, unless contract is under \$1000), a complete description of services performed, such as hours worked (when and where and what specific times and dates) and/or materials/equipment provided. Original itemized receipts must be submitted, if the contract requires the DISTRICT to reimburse reasonable actual expenses (travel etc).

3. Term

This contract shall become effective on July 1, 2015, and shall remain in effect until June 30, 2016. This contract may be cancelled prior to said termination date by either of the parties hereto, upon thirty (30) days written notice and without showing cause.

4. CONSULTANT shall conduct criminal background checks for all its staff members who will have direct contact with children under this contract.

- a) CONSULTANT will obtain a criminal background check on each such of its staff members prior to such staff member providing any services under this contract. Criminal background checks will be obtained by the CONSULTANT from the State of Minnesota Bureau of Criminal Apprehension and the county of the staff member's residence, or, if such staff member has not resided in the current county or the State of Minnesota 130 for at least six months, the next, most recent county and/or state of residence will be checked.

- b) Any conviction appearing on a criminal background check must be presented by mail or courier to the Executive Director of Human Resources for the DISTRICT. The CONSULTANT shall include the following information on company letterhead: the name of the staff member, the work assignment, work location, and contact person along with a copy of the background report. The Executive Director of Human Resources will review the criminal background report and make the final decision as to whether or not the CONSULTANTS staff member will be allowed to provide service to the DISTRICT under this contract. The CONSULTANT must receive written DISTRICT approval before such staff member will be allowed to provide service under this contract.
5. Under this Contract the CONSULTANT is an independent contractor and is not an agent or an employee of the DISTRICT. CONSULTANT shall have no claim against the DISTRICT for vacation pay, sick leave, retirement benefits, social security, worker's compensation benefits, health or disability benefits, unemployment insurance, or employee benefits of any kind, the CONSULTANT shall be responsible for paying all taxes.
6. CONSULTANT shall neither assign nor transfer any part of his/her interest in this contract without the express written consent of DISTRICT.
7. No changes may be made in the terms or conditions of this contract, except by the mutual written consent of the parties hereto.
8. All services provided under this contract shall be performed to the satisfaction of DISTRICT. In the event that this contract is canceled prior to the termination date specified in clause 3, CONSULTANT shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.
9. CONSULTANT shall indemnify, save harmless and defend DISTRICT from and against any and all claims, demands or causes of action arising directly or indirectly by reason for CONSULTANT's performance of this Contract, including CONSULTANT's infringement of a third party's intellectual property rights.
10. CONSULTANT grants to DISTRICT a perpetual, nonexclusive, nontransferable, royalty-free license to any and all deliverables CONSUTANT provides hereunder, including without limitation inventions, works of authorship, and technology (including source codes) and any and all methods, processes, procedures, documentation, modifications and derivative works related to such deliverables.
11. MINNESOTA GOVERNMENT DATA PRACTICES ACT COMPLIANCE. All data created, collected, received, stored, used, maintained, or disseminated by CONSULTANT is subject to the requirements of Minnesota Statutes Chapter 14 and CONSULTANT shall comply with those requirements as if it were a government entity.

Signature Page: For Saint Paul Public Schools : (Please note signature authority by dollar amounts)

\_\_\_\_\_/\_\_\_\_\_/20  
District Contract Manager/Administrator Title Date

Phone Number \_\_\_\_\_ Email Address: \_\_\_\_\_

**Above signature required on all contracts**

Additional signature(s) required for contracts over \$3000.00 for Schools and \$5,000.00 for Departments, if no other signature over these limits contract is not valid.

REQUIRED for all Contracts. Only signature required for Contracts up to \$2500.00 for Schools and \$5,000.00 for Departments,, provided that no alterations(except blanks filled in) to the contract form.

**Valid Signatories Only:**

Budget Administrators, which includes anyone that manages a budget, such as Principals, District Department Managers or any valid signatories in boxes listed below. This person is the person responsible for the day-to-day management of the contract for the District.(See Contract Manager Responsibilities on District website.

\_\_\_\_\_/\_\_\_\_\_/20  
Saint Paul Public Schools Title Date

**Above signature required for contracts from \$3000.00 for schools/\$5000.00 for Departments/Programs to \$99,999,99.**

REQUIRED for Contracts from \$3000.00 for schools/\$5,00.00 for Departments/Programs to \$99,999.99, and requires District issued Purchase Order,

**Valid Signatories Only:**

Superintendent, Chief Business or Financial Officer, Controller or Purchasing Manager.  
Or any valid signatories listed in box below

\_\_\_\_\_/\_\_\_\_\_/20  
Saint Paul Public Schools Title Date

**Above Signature required for any contract over \$100,000.00**

REQUIRED for all Contracts \$100,000.00 and over,

Board Approval,(attach Board Agenda Item) list Board Agenda Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Valid Signatories Only:**

Board Chair or Superintendent Signature (or Superintendent Designee as outlined on Board Agenda Item(attached)

**For Consultant Sign below**

WCHanson \_\_\_\_\_ CFO \_\_\_\_\_ 12/29/2015 \_\_\_\_\_  
Consultant Signature Title Date

Bill HANSON  
Consultant Printed Name

Federal Tax ID# or Social Security Number – Attach W-9 (Mandatory in order to process payment)

218/336-8704 \_\_\_\_\_ 218/336-8773 \_\_\_\_\_  
Phone Number (include area code) Fax Number (include area code)

william.hanson@isd709.org  
Email Address

Other Contracts Signed – December 2016

For your information, the Superintendent or the Director of Business Services has signed the following contracts, during the month of December 2016:

Other Contracts

<u>Name</u>	<u>Amount</u>	<u>Source</u>	<u>Description</u>
National Theatre for Children	0	Lester Park	Men in Plaid Agents of Safety Performance



Teach. Entertain. Inspire.

# Assembly Confirmation

We have your school on our calendar for the following date and time. Please verify that our information is correct by signing below and returning a copy to NTC. PLEASE MARK YOUR CALENDAR. Thank you for scheduling with us!

PROGRAM NAME: Men In Plaid: Agents of Safety  
SPONSORED BY: Minnesota Power

PERFORMANCE DATE: 5/19/2016  
PERFORMANCE START TIME(S): 8:00am & 8:40am  
NUMBER OF PERFORMANCES: 2

## TERMS OF THIS AGREEMENT:

- This program (and all associated materials) is **FREE**.
- Classroom curriculum will arrive approximately 2 weeks prior to the performance date.
- Preferred performance space is gymnasium, multi-purpose room, or cafeteria with students seated on the floor.
- The number of performances is determined by student enrollment (maximum 350 students per performance).
- Performance space should be available 20 minutes before and 10 minutes after program.
- Video taping is prohibited without prior permission from NTC.
- Changes in time and/or date can only be arranged through a phone call to NTC at 1-800-858-3999 ext. 1.

Lester Park Elementary School  
~~315 N 54th Ave E, Duluth, MN 55804~~  
5300 Glenwood St, Duluth, MN 55804  
Attn: Donna Hannah  
Alternate Contact: Susan Lehna  
Phone: (218) 336-8875

Number of Students:  
Grades K-2(3): 220  
Grades 3-5(6): 220  
# of Teachers: 20

School Fax Number:  
(218)525-0806

I agree to the **TIME, DATE, and TERMS** as outlined above.

Accepted by: Bill HANSON CFO  
Name (Please Print) Position

Signature: Bill Hanson 12/15/15  
Date

PLEASE KEEP A COPY AND RETURN ONE TO:

The National Theatre for Children, Inc.  
6305 Sandburg Rd Suite 100  
Minneapolis, MN 55427  
Fax: 1-877-270-2734

MNPowerS16E

# Memorandum

**To:** School Board Members

**From:** Kerry M. Leider



**Date:** December 31, 2015

**Re:** Long-range Facilities Plan Change Order Approval Information

Pursuant to School Board Resolution #B-8-08-2565, the following Change Orders pertaining to the Long-range Facilities Plan were signed by Bill Hanson during the month of December:

## **Ordean East Middle School**

### **OEMS LRFP – Locker Room Plumbing 2015 Upgrades**

Change Order #1, Quote #4214 – Donald Holm Construction Company, Inc.

Change Order deduct to correct the existing structural steel and decking resulting from floor cutting, credit ceramic tile floor finish, credit painting, and add floor sawing at Ordean East Middle School

**Deduct: \$3,639.67**

All Change Orders for Ordean East Middle School as listed above reflect a total decrease of \$3,639.67

All project Change Orders listed on this report are available for review by School Board members upon request. If you wish to have copies of this information, please contact the Facilities Management office.

# **FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT**

## **December 2015**

### **Facilities Management – General**

In the past month the maintenance crews have completed 305 work orders, and are currently working on 550 open work orders.

Facilities maintenance trade crews are currently scheduled at Homecroft, which will be followed by Lakewood, MacArthur, Lester Park and Lowell respectively in January.

P2000 Software and Firmware upgrades have been installed to allow the new wireless access control system at HOCHS to “talk” with our existing hard wired systems. Final hard wiring of communication modules is taking place this week, and we hope to have the system ready to activate by the second week of January.

### **Capital Construction:**

Ongoing - Facilities is working with design professionals as well as time and material contractors to facilitate the completion of the School Board approved projects related to the remaining LRFP fund balance.

The project for Classroom Security Locksets and new key cylinders throughout has started and 3 sites are done. Stowe is underway, and HOCHS key schedules are being approved and will be the last building to upgrade to our new keyway.

Authorization to proceed has been issued for the HOCHS new main entrance.

MacArthur elevator shaft modification project is complete, with elevator installation work to begin shortly.

HOCHS exterior lighting LED retrofit is underway with Hunt Electric.

EHS Concessions Team Room is coming along well and finishes are on track to be installed soon.

OEMS Auditorium Sound and Lighting Renovation project has begun and is scheduled to be complete in early February.

Meetings are ongoing related to the FabLab project and new construction.

### **Operations**

We have filled all the district open building engineer positions – Five with internal candidates and one external candidate at Lowell. Below is a list of the new engineers:

1. Jerome Chopp is the Engineer 3 at Lincoln Middle School
2. Jeff Bloomquist is the Engineer 2 at Myers Wilkins Elementary
3. Alan Dartanyan is the Engineer 2 at Laura MacArthur Elementary
4. Barb Chopp is the Engineer 2 at Lowell Elementary
5. Michael Murray is the Engineer 2 at Piedmont Elementary
6. Jason LeDoux is the Engineer 2 at Stowe Elementary

After filling these engineer positions, we also were able to fill the Fire 2 position at Lincoln Park Middle School with Si Truong. Si had been laid back to a Fire 1 position and has now moved back to his original status. With this move, there are currently no more laid back Fire 2 employees.

Three additional building facilities staff successfully passed a level of the State Boiler License test. This knowledge is helpful on the job and exhibits dedication by the following staff:

1. Steve Kolberg from Denfeld HS passed his Special License test.
2. Tim Rusk from Stowe ES passed his 2<sup>nd</sup> Class License test.
3. Brad Wolf from Denfeld HS passed his 2<sup>nd</sup> Class License test.

Training for all building facilities staff was held at Denfeld during the winter break. Training covered maintaining district cleaning equipment (auto scrubbers, vacuums, and carpet machines) and how to disinfect and properly clean restrooms.

During the winter break, several locations performed substantial floor waxing work and scaffolding was erected at Denfeld HS to completely change the lecture hall lights.

### **Health, Safety & Environmental Management**

- Environmental/Health/Safety
  - 3-Year Fire Marshall Inspections were completed for Ordean East and Lincoln Park. Each school had similar findings with items such as improper use of power bars, small appliances not plugged directly into an outlet, and exit or fire doors not adjusted properly.
  - Additional first aid kits were placed in the graphic arts rooms.
- Emergency Response
  - Action Committee Meeting was held with local law enforcement and emergency responders. New members were updated and new flash drives were handed out. Using the DECC as a reunification center as well as lockdown procedures and training were discussed.
- Workers' Compensation Activities
  - OSHA Recordables- 4 recordable incidents: two tripping over objects, two from being hit by students.
  - Incidents Reported: 20 injuries reported.

### **Risk Management**

There have been no significant reportable incidents or claims relating to insurance policies for general liability, property, auto, and school leader's legal liability.

GL Transactions by Object Code within Org. Key

GL Ledger Code: GL

Fiscal Year: 2016

FQA: 06-870-012-386-714

ALT FAC - RETAINING WALL HOCHS

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net	
11/09/2015	2015100	290758	00641093	V92302	HOVLAND MASONRY INC	HOCHS RETAINING WALL	954538	OH	4,170.13	0.00	4,170.13	
							Object	152000	Total:	4,170.13	0.00	4,170.13
							FQA	06-870-012-386-714	Total:	4,170.13	0.00	4,170.13

FQA: 06-870-012-386-718 ALT FAC - EXTERIOR LIGHTING

Object: 140101 GENERAL SUPPLIES

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net	
11/09/2015	955777	310872	00641160	V51117	UNITED ELECTRIC CO	CLOCK TOWER EXTERIOR LIGHTING	954538	OH	1,596.00	0.00	1,596.00	
							Object	140101	Total:	1,596.00	0.00	1,596.00

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net	
11/30/2015	208384	292328	00641447	V108007	HUNT ELECTRIC CORP	BUILDING ACQUISITION/CONSTRUCT	956735	OH	8,704.66	0.00	8,704.66	
							Object	152000	Total:	8,704.66	0.00	8,704.66
							FQA	06-870-012-386-718	Total:	10,300.66	0.00	10,300.66

FQA: 06-870-215-386-705 DENFELD/AUDITORIUM BACK DOOR

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net	
11/09/2015	3005648	290951	00641139	V61525	SELL HARDWARE INC	REPLACE LG DOORS @DENFELD	954538	OH	15,650.00	0.00	15,650.00	
							Object	152000	Total:	15,650.00	0.00	15,650.00
							FQA	06-870-215-386-705	Total:	15,650.00	0.00	15,650.00

FQA: 06-870-335-386-737 OEMS GYM LIGHTING REPLACEMENT

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net	
11/09/2015	206871	290770	00641095	V108007	HUNT ELECTRIC CORP	OEMS GYM LIGHTS	954538	OH	10,783.77	0.00	10,783.77	
							Object	152000	Total:	10,783.77	0.00	10,783.77
							FQA	06-870-335-386-737	Total:	10,783.77	0.00	10,783.77

GL Transactions by Object Code within Org. Key

GL Ledger Code: GL

Fiscal Year: 2016

FQA: 06-871-320-000-000

GEN FUND SAVINGS-ORDEAN

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
11/16/2015	Y15012-7	291394	00641182	V102280	ARCHITECTURAL RESOURCES INC	BUILDING ACQUISITION/CONSTRUCT	955352	OH	60.00	0.00	60.00
<b>Object 152000 Total:</b>									60.00	0.00	60.00
<b>FQA 06-871-320-000-000 Total:</b>									60.00	0.00	60.00

FQA: 06-876-215-000-000 COP 2012A-DENFELD

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
11/16/2015	Y15074-4	291393	00641182	V102280	ARCHITECTURAL RESOURCES INC	BUILDING ACQUISITION/CONSTRUCT	955352	OH	2,700.00	0.00	2,700.00
11/23/2015	CR091637	89245679		N/A..N/A		MN POWER L1A83DF.59	956301	CR	0.00	2,457.10	-2,457.10
<b>Object 152000 Total:</b>									2,700.00	2,457.10	242.90
<b>FQA 06-876-215-000-000 Total:</b>									2,700.00	2,457.10	242.90

FQA: 06-876-220-000-000 COP 2012A-ORDEAN EAST MS

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
11/09/2015	PRJ 4196	290752	00641062	V107498	CUSTOM DRAPERY & BLINDS	ORD E MID WINDOW COVERINGS	954538	OH	8,154.00	0.00	8,154.00
11/24/2015	208020	292033	00641447	V108007	HUNT ELECTRIC CORP	BUILDING ACQUISITION/CONSTRUCT	956525	OH	1,306.13	0.00	1,306.13
<b>Object 152000 Total:</b>									9,460.13	0.00	9,460.13
<b>FQA 06-876-220-000-000 Total:</b>									9,460.13	0.00	9,460.13

FQA: 06-876-320-000-000 COP 2012A-EAST HS

Object: 152000 BUILDING ACQUISITION/CONSTRUCT

Post Date	Reference	PO #	Check #	PEID	Person/Entity Name	Description	Job_Num	SS	Debit	Credit	Net
11/09/2015	206762	290769	00641095	V108007	HUNT ELECTRIC CORP	PROGRS ATHLETIC STORAGE RM LIT	954538	OH	4,140.78	0.00	4,140.78
11/09/2015	8529	290394	00641091	V70893	HOLM DONALD CONSTRUCTION	EAST HS/ATHLETIC STORAGE RM	954538	OH	30,188.82	0.00	30,188.82
11/16/2015	Y15012-7		00641182	V102280	ARCHITECTURAL RESOURCES INC	BUILDING ACQUISITION/CONSTRUCT	955352	OH	452.00	0.00	452.00
11/24/2015	208069	292157		V104657	ARROWHEAD RADIO & SECURITY	BUILDING ACQUISITION/CONSTRUCT	956525	OH	1,218.07	0.00	1,218.07
11/30/2015	208325	292327	00641447	V108007	HUNT ELECTRIC CORP	BUILDING ACQUISITION/CONSTRUCT	956735	OH	214.43	0.00	214.43
<b>Object 152000 Total:</b>									36,214.10	0.00	36,214.10

GL Transactions by Object Code within Org. Key

GL Ledger Code: GL  
Fiscal Year: 2016

FQA 06-876-320-000-000      Total:      36,214.10      0.00      36,214.10

**FQA: 06-876-435-000-000      COP 2012A-CONGDON PARK**

**Object: 152000      BUILDING ACQUISITION/CONSTRUCT**

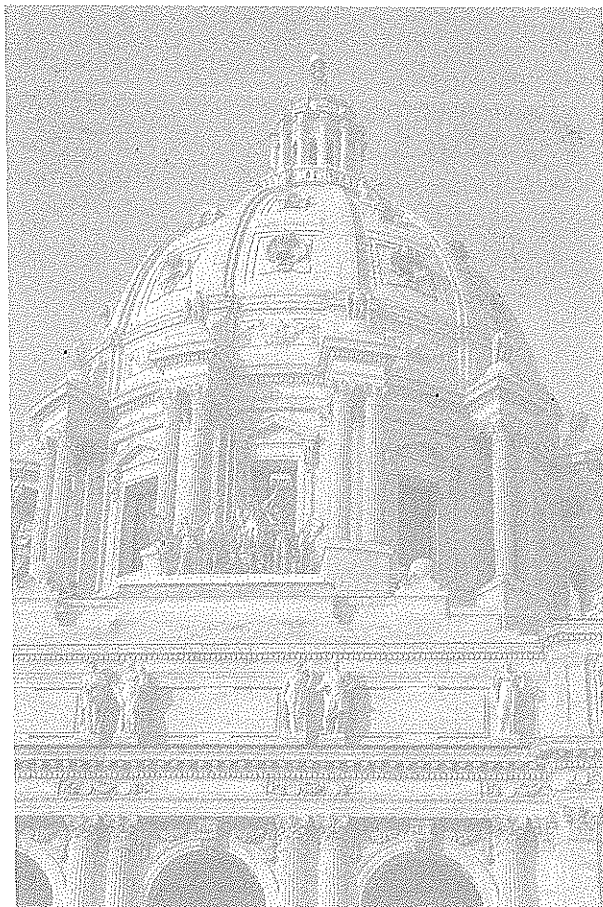
<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
11/02/2015	10/22/15	290422	00641000	V108950	LARSON VERNON	HAULED AWAY SATELLITE/REIMBURS	953787	OH	400.00	0.00	400.00
						<b>Object 152000</b>			<b>Total:</b> 400.00	0.00	400.00
						<b>FQA 06-876-435-000-000</b>			<b>Total:</b> 400.00	0.00	400.00

**FQA: 06-876-525-000-000      COP 2012A-LAURA MACARTHUR**

**Object: 152000      BUILDING ACQUISITION/CONSTRUCT**

<u>Post Date</u>	<u>Reference</u>	<u>PO #</u>	<u>Check #</u>	<u>PEID</u>	<u>Person/Entity Name</u>	<u>Description</u>	<u>Job_Num</u>	<u>SS</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
11/09/2015	09/23/15	291053	00641088	V107852	HIBBING EXCAVATING INC	LAURA MAC TENNNIS COURTS	954538	OH	140,600.95	0.00	140,600.95
11/09/2015	2015-1277	290932	00641127	V106238	NORTHLAND CONSULTING ENG	LMACARTHUR TENNIS COURTS	954538	OH	2,498.00	0.00	2,498.00
11/09/2015	15009-9	290911	00641111	V107670	MEYER GROUP	MACARTHUR ELEVATOR INSTALL	954538	OH	605.00	0.00	605.00
						<b>Object 152000</b>			<b>Total:</b> 143,703.95	0.00	143,703.95
						<b>FQA 06-876-525-000-000</b>			<b>Total:</b> 143,703.95	0.00	143,703.95

**Grand Total:**      233,442.74      2,457.10      230,985.64



# Legislative Platform 2015

## *Independent School District 709*

### **State or Federal Mandates**

State or Federal mandates imposed on local schools must be suspended or accompanied with sufficient resources to enable public schools to meet those mandates such as special education underfunding and charter school lack of funding for resident students.

### **Integration Revenue**

The State of Minnesota should continue funding of both inter-district and intra-district integration revenue. Any further redistribution of integration aid should be tied to a specific consensus on the proper use of integration funding. The MDE should continue to cooperate with districts to further develop programs that provide choice, reduce segregation, close the learning gap, and promote integrated learning experiences for all students.

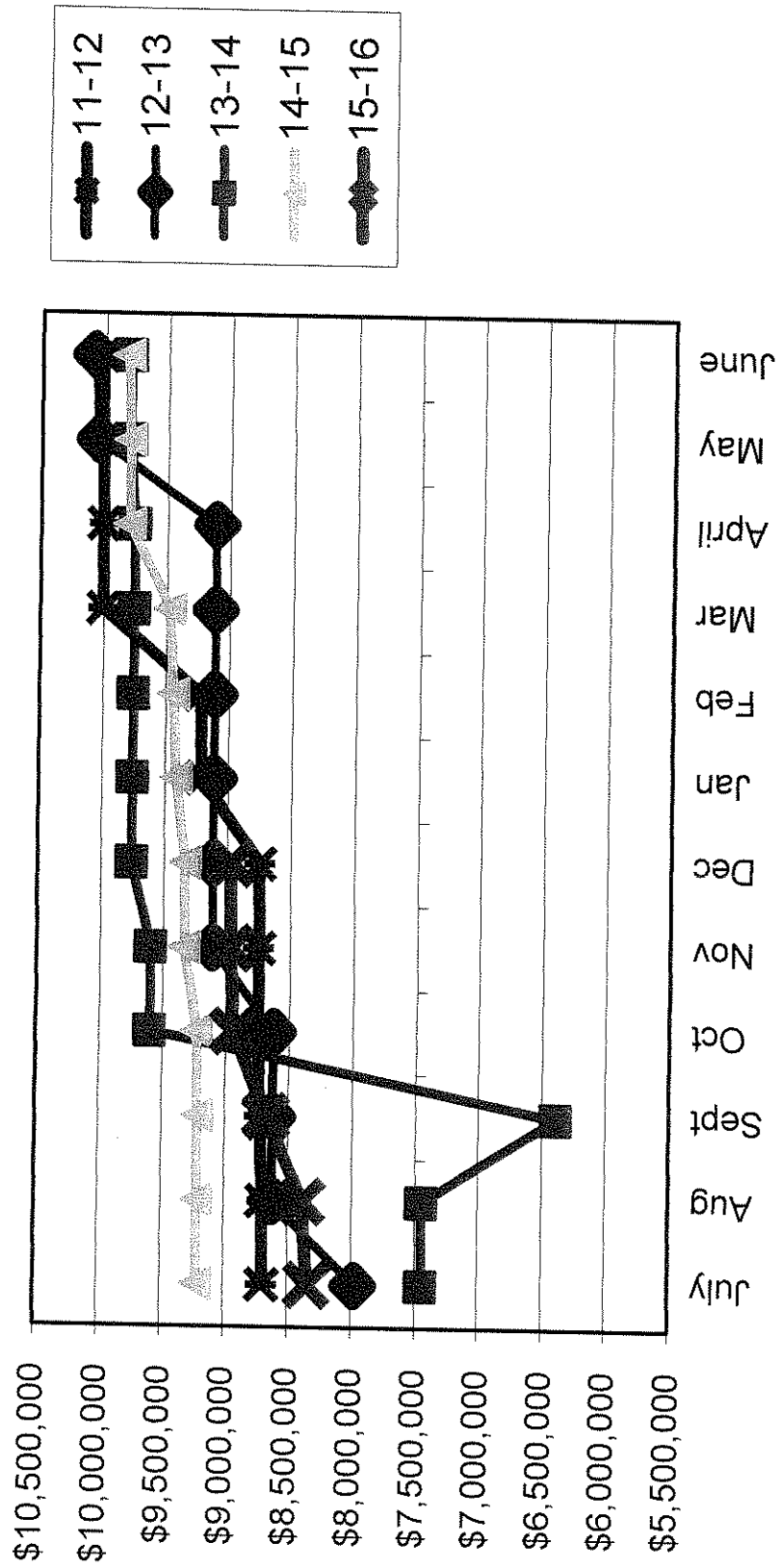
### **Permanent Structural Change**

Permanent structural change in Minnesota's tax system must be combined with school finance reform efforts being considered. Tax reform should include replacing school district reliance on property tax increases with other state taxes, greater equalization of the operating referendum, and continuing to restore the original level of debt service equalization.

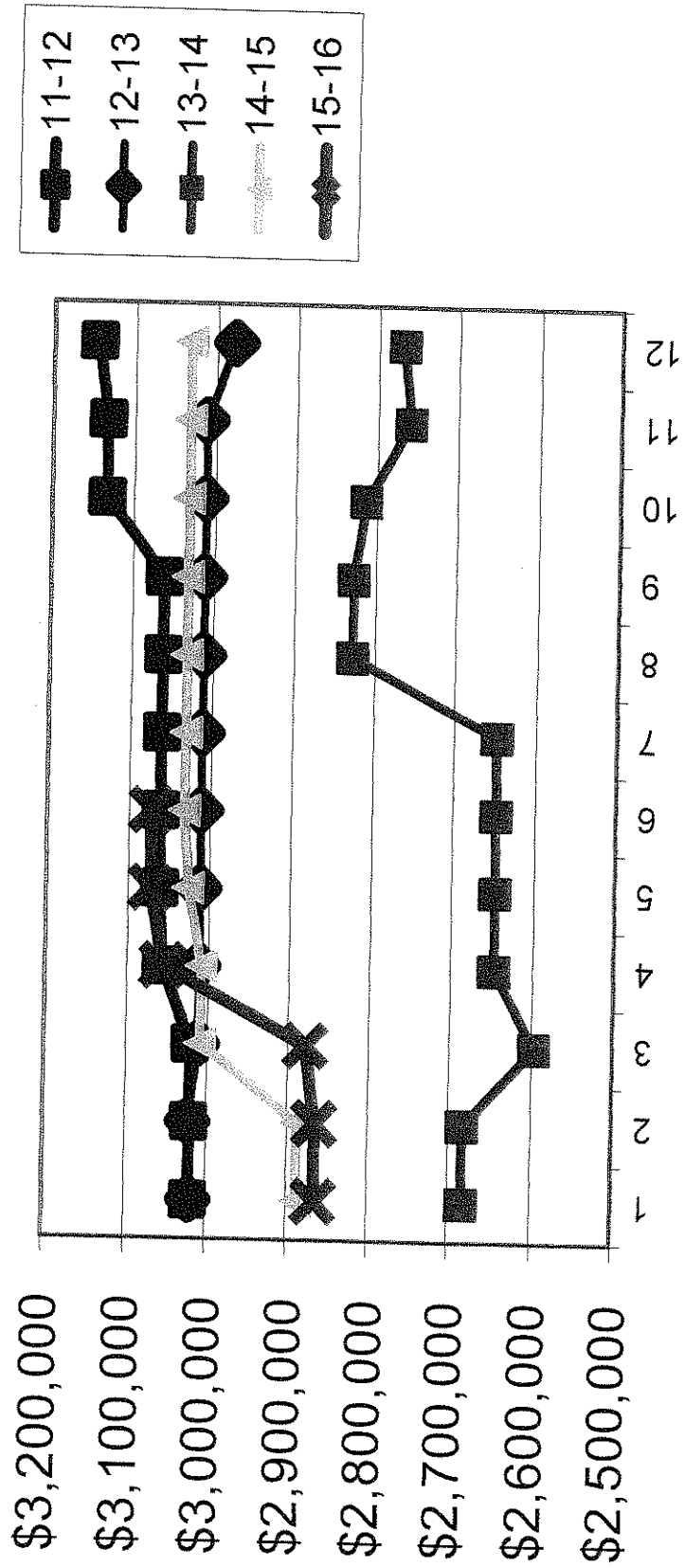
### **Mandate Reform and Reduction**

Mandates that have negative, unintended consequences should be considered for repeal or revision. Included would be system-wide technology infrastructure investments that would result in enhanced efficiency, eliminating mandated newspaper publishing that could be more effectively done via websites and provide funding to implement staff evaluation systems.

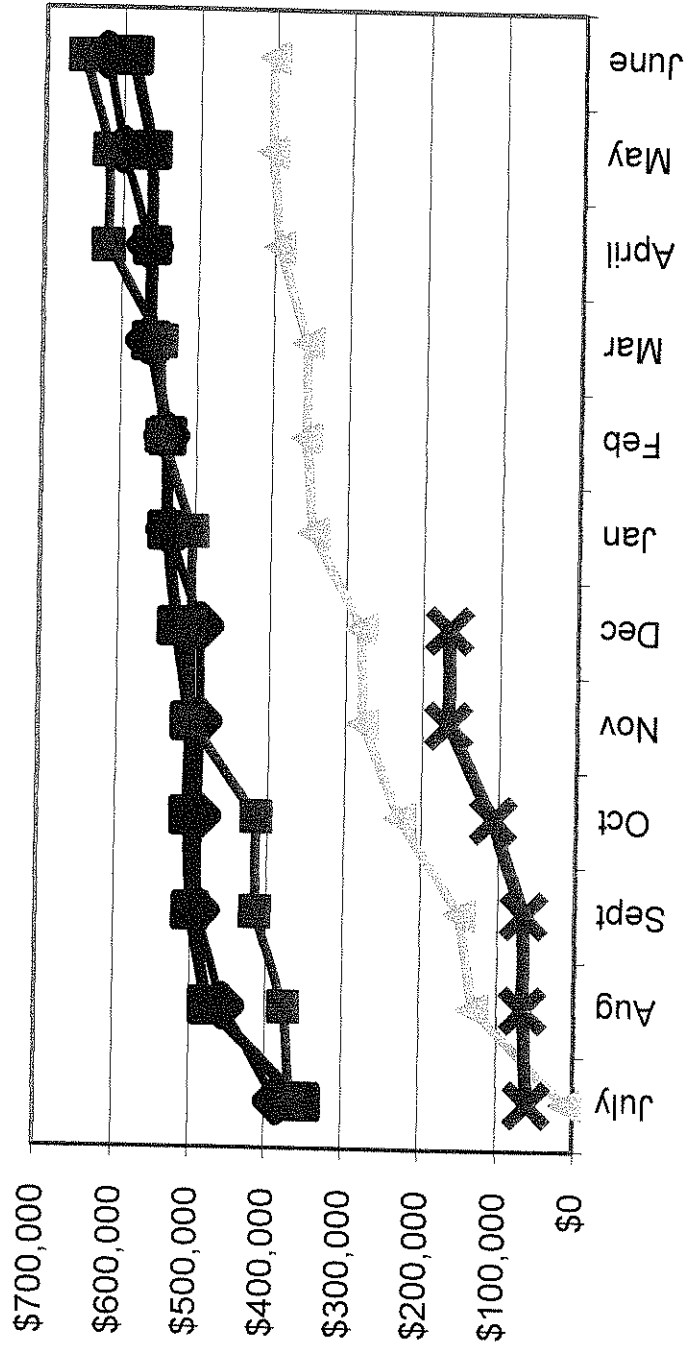
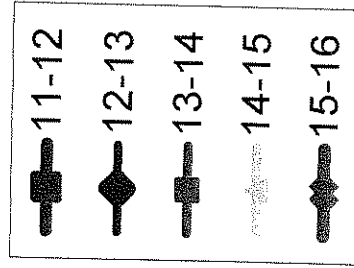
# Federal Grants



# State Grants



# Local Grants



# Donations

