

Education Committee - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, June 18, 2019

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

6:30 PM

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

A. Assistant Superintendent's Report

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The purpose of this report is to provide regular updates to the Education Committee regarding teaching and learning. Assistant Superintendent Jeff Horton shared current information regarding implementation of district initiatives and school operations.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

B. Curriculum and Instruction Report

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The purpose of this report is to provide regular updates to the Education Committee regarding teaching and learning. Director of Curriculum and Instruction Gail Netland Froyd shared current information regarding the status of the work of the curriculum and instruction department.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

C. Grant Applications

1) Scott D. Anderson Leadership Foundation Fund Grant Application

Duluth Public Schools has submitted for and received a grant from the Scott D. Anderson Leadership Foundation Fund of the Duluth Superior Area Community Foundation in the amount of \$18,430. Funds will be used to support the annual, week-long Scott Anderson Leadership Forum.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

2) Minnesota Department of Education - School Safety Grant Application(s)

Duluth Public Schools has submitted for and received grants from the Minnesota Department of Education in the amounts of \$61,566 (Denfeld) and \$9,415

(Rockridge). Funds will be used to support upgrades to access controls, hardware and communication systems at Denfeld High School and Rockridge Academy.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

3) Rotary Club of Duluth Harbortown Minnesota USA, Inc. Grant Application

Patrick Moore, Area Learning Center, has submitted for and received a grant from Rotary Club of Duluth Harbortown Minnesota USA, Inc. in the amount of \$1,000. Funds will be used to purchase a virtual reality (VR) set for Health class at the Area Learning Center. Students will use the VR set to learn CPR and first aid through virtual real world scenarios.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

4) Northland Foundation Grant Application

Community Education Director Jay Roesler has submitted a grant application to the Northland Foundation in the amount of \$5,000. If awarded, funds will be used to support the District's Prenatal to Grade 3 team work on transition and alignment along the P-3 learning continuum including strategies to create a more supportive social and emotional learning environment for children.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

5) Kiwanis Club of Friendly Duluth Grant Application

Stowe Elementary School has submitted a grant application to the Kiwanis Club of Friendly Duluth in the amount of \$1,000. If awarded, funds will be used to purchase plants, seeds, tools and equipment for the four raised garden beds at Stowe Elementary School.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

6) Boston Scientific Grant Application

Cal Harris, Laura MacArthur Elementary School, has submitted a grant application to Boston Scientific in the amount of \$300. If awarded, funds will be used to support the Soaring Eagles LEGO Robotics Team at Laura MacArthur Elementary School.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

7) The Bernick Family Foundation Grant Application

Cal Harris, Laura MacArthur Elementary School, has submitted a grant application to the Bernick Family Foundation in the amount of \$1,000. If awarded, funds will be

used to support culturally-based after school programming and robotics at Laura MacArthur Elementary School.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

D. Grant Partnerships with Duluth Public Schools

1) ISD 709 and Duluth Police Department Community Oriented Policing Services (COPS) School Violence Prevention Program (SVPP) Grant Partnership

ISD 709 and the Duluth Police Department applied for and were awarded the 2018 COPS STOP School Violence Program grant in the amount of \$500,000. The grant provides security upgrades at each school in the district. The City of Duluth serves as the fiscal host for the grant.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

2. Action Items

A. Presentation Items Requiring Approval

1) FY20 State Head Start Grant 9

Head Start Director Pam Rees presented an overview of the FY20 State Head Start Grant application for approval.

Recommendation: It is recommended that the Duluth School Board approve the FY20 State Head Start Grant.

B. Policies

1) REVISED Policy 6120 - Musical Instruments (Renumbered to Policy 625) 10

Administration is recommending the revision of Policy 6120 - Musical Instruments and renumbering to the 600 Series: Education Programs. Attached is Policy 625 - Musical Instruments for second reading.

Recommendation: It is recommended that the Duluth School Board accept and approve Policy 625 - Musical Instruments for second reading.

2) 6109 - Duluth Public Schools Online Learning Policy - DELETION 12

In moving to the MSBA Model Policies, administration is recommending the deletion of Policy 6109 - Duluth Public Schools Online Learning Policy, which will be replaced with MSBA Policy 624 - Online Learning Options.

Recommendation: It is recommended that the Duluth School Board approve the deletion of Policy 6109 - Duluth Public Schools Online Learning Policy for the first reading.

3) NEW Policy 624 - Online Learning Options 14

Attached is revised MSBA Policy 624 - Online Learning Options, for the first reading. This policy would replace Policy 6190 - Duluth Public Schools Online Learning Policy.

Recommendation: It is recommended that the Duluth School Board approve Policy 624 - Online Learning Options for the first reading.

C. Resolutions

1) Resolution E-6-19-3659 - Acceptance of Grant Awards to Duluth Public Schools 20

Attached is Resolution E-6-19-3659 - Acceptance of Grant Awards to Duluth Public Schools, to accept and approve grant awards from the following organizations:

DSCAF - Scott D. Anderson Leadership Foundation Fund
 Minnesota Department of Education
 Minnesota Council of Teachers of Mathematics
 Rotary Club of Duluth Harbortown Minnesota USA, Inc.
 Education Minnesota Foundation for Excellence in Teaching and Learning
 Northwoods Women in Science

Recommendation: It is recommended that the Duluth School Board accept and approve Resolution E-6-19-3659- Acceptance of Grant Awards to Duluth Public Schools.

D. Data Sharing Agreements 34

It is requested that the following organizations be granted access to the Student Information System to support District functions from July 1, 2019 to June 30, 2020:

Duluth Area Family YMCA
 The College of St Scholastica, Trio Talent Search
 The College of St Scholastica, Upward Bound
 Lutheran Social Services
 YES Duluth, Duluth Workforce Development
 YWCA, Girl Power

Recommendation: It is recommended that the Duluth School Board accept and approve the Data Sharing Agreement.

E. Diploma Requests 58

The following students have met all graduation requirements for the Duluth Public Schools and should be awarded a Diploma:

Derrick Lavel Handy - March 14, 2019
Brock Gerald Johnston - May 10, 2019
Hunter Matthew Wisocki - May 10, 2019
Analee Adele Bruckelmyer - May 15, 2019
Daneya Vasilisa Kirven - May 17, 2019
Adyn Dean Pence - May 17, 2019
Linda Cleo Johnson - May 21, 2019
Simon Ngumo - May 29, 2019
Trinity N. Nielcen - May 29, 2019
Logan David Rempert - May 31, 2019
Justin T. Jensen - May 31, 2019
Keegan R. Suksi - June 3, 2019
Dakota D. Siegle - June 3, 2019
Kyle L. LaPlante - June 3, 2019
Destiny E. Hegg - June 4, 2019
Alexis N. Morris - June 4, 2019
Andrew Jakob Olson - June 4, 2019
Brendin M. Price - June 4, 2019
Savannah Rae Walraven - June 4, 2019
Warren James Johnston - June 4, 2019
Lon S. Bruckelmyer - June 4, 2019
Kadin P. Williams - June 4, 2019
Winona M. Killspettyenemy - June 4, 2019
Kent M. Long - June 4, 2019
TyVaughn D. White - June 4, 2019
Kayla J. Legore - June 4, 2019
Jaiden L. Brickson - June 4, 2019
Joshua M. Canfield - June 4, 2019
Eliana E. Katoch - June 4, 2019
Felicia M. Gustafson - June 4, 2019
Caitlynn J. Pappas - June 4, 2019
Kaya L. Clark - June 4, 2019
Alexis M. Dietz - June 4, 2019
Kyra E. Gibson - June 4, 2019
Danielle M. Grymala - June 4, 2019
Delanie M. Lowney - June 4, 2019
BreAnna K Miller-Cohen - June 4, 2019
Omri M. Mitchell - June 4, 2019
Sean H Mitchell - June 4, 2019
Malik B. Moore - June 4, 2019
Miz Janetta D. Paul - June 4, 2019
Hali D. Reilly - June 4, 2019
Kevin J. Skoglund - June 4, 2019
Heaven R. Taylor - June 4, 2019
Aundrey T. Tran - June 4, 2019

Shylan S. Vondall - June 4, 2019
Terrance V. Walker - June 4, 2019
Summer R. Wrazidlo - June 4, 2019
Joshua Yumandam Ali - June 5, 2019
Samantha L. Chrysler - June 5, 2019
Cullen Vernon Harder - June 6, 2019
Macie Lila Johnston - June 6, 2019
Delaney K. Teller - June 6, 2019
Sean J. Manahan - June 6, 2019
Paul E. Lutz - June 6, 2019
Emily Olivia Hanson-Kaasa - June 6, 2019
Jason Alan Teschner - June 6, 2019
Dakota S. Fjeran - June 6, 2019
Holly Anne Thoreson - June 7, 2019

Recommendation: It is recommended that the Duluth School Board accept and approve the above Diploma Requests.

3. **Future Items**

Policy Updates

Assistant Superintendent Monthly Report

June 2019

Purpose

The purpose of this report is to provide regular updates to the Education Committee

Site Celebrations

- AEO
- ALC
- Arrowhead Academy
- Chester Creek Academy
- Denfeld
- East
- Rockridge

Walk-Throughs

- East High School
- Homecroft Elementary School

Highlights

- Good Behavior Game
- Safety Team Update
- Front Entry
- Our Staff

Shout Out!

- Anonymous Gift

Director of Curriculum and Instruction Monthly Report

June 2019

Purpose

The purpose of this report is to provide regular updates to the Education Committee regarding teaching and learning.

Updates

Professional Development

- Ongoing planning and preparation for August 2019 Staff Development
- Elementary Reading and Math Interventionist Trainings Scheduled for Fall 2019
- College Preparatory Math (CPM) Professional Development in June 2019
- [Hornel Foundation Gifted and Talented Symposium](#) June 18-20, 2019

Curriculum

- Elementary Math Intervention Resources for 19-20 School year
- Extension and Enrichment (E Squared) Retreat
- [Third Draft of Science Standards Released](#) from MDE (waiting to hear on timeline for implementation)
- Planning for summer curriculum work related to adoption cycle (Art, Music, PE)

Duluth Head Start
State Grant Application 2019-2020

\$490,798.

- Our State Head Start grant amount is **\$16,000**. Less than last year.
 - This grant was submitted on Friday June 7, 2019, as required.
 - Policy Council and Governing Body or School Board approvals must be on file in our office to meet the requirements.
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- Last year we served **46 children** at the three State funded options.
 - This year, we will serve **43 children**. We have made some changes to accommodate the loss of funding.
 - The State grant will pay for new curriculum and assessment materials, including tablets for the four State staff.
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- **Home Base**, which serves preschool age children and their families with weekly home visits and two group socializations per month.
- **YWCA Childcare Collaboration**, serving infants, toddlers and preschoolers in a childcare setting.
- **Families in Transition or FIT**, serving infants, toddlers and preschoolers who are or have been experiencing homelessness. Socialization activities are a big part of FIT. The Duluth Public Library, Neighborhood Youth Services, CHUM, Safe Haven and AICHO are our closest community partners.

In addition to the three program variations under the State Grant, funds pay for a percentage, around 18%, of the wages and fringe benefits for staff who work program wide. This includes the Director, Business Manager, Clerical and Service Area Coordinators.

6120 625 MUSICAL INSTRUMENTS

Class room instruments will be furnished by the School Board. These include instruments such as rhythm instruments, bells, pianos, autoharps, cellos, flutophones, as well as other special items.

Large instruments, such as tympani, chimes, tubas, etc., will be furnished by the School Board District to the bands and orchestras. In some cases instruments will be furnished to students on a rental basis for the school year or during the summer months. ~~Effective July 15, 2003 rental fees will be charged as follows:~~

Type	Duration	Cost
-	-	-
One Instrument (other than percussion)	School Year	\$80.00
Two Instruments (large instruments that cannot be transported)	School Year	\$100.00
Percussion	School Year	\$80.00
One Instrument	Summer	\$20.00

~~The current rental fee schedule can be found in regulation 5085R Family and Student Handbook. The rental fee is reduced to one-half of the designated the amount that is listed above for students who qualify for reduced lunch and is waived for students who qualify for free lunch.~~

Rental fees must be paid in full and the completed Independent School District # 709 Duluth, Minnesota Instrument Rental Agreement must be turned in at the time the student receives his/her instrument unless other arrangements have been approved by the Director of Curriculum.

Cross References: ISD 709 Regulation 5085R - Family and Student Handbook

Adopted: 06-09-1970 ISD 709
 Revised: 06-20-1995
 07-15-2003
10-19-2004 ISD 709

Second Reading: 6-18-2019

To: Gail Netland, director of Curriculum
From: Teri L. Akervik, Music Curriculum
Re: Instrument Rental Fees
Date: 4/2/19

The Music Department is recommending a change in the current fee structure of rental fees for the Duluth Public Schools instrumental programs beginning next school year, 2019-20. The recommended increase better aligns the district rental fee with repair/replacement costs and instrument rental fees of comparable districts. This rental fee increase applies to any student renting from the Duluth Public Schools, grades K-12, at all school sites in a general music or instrumental music course. Fees for students qualifying for Free/Reduced Lunch remain at the same percentage.

Rationale:

- The last revision for rental fees was Oct 2004 per policy #6120.
- Repair & equipment purchase costs have increased over the years.
- The age and condition of instruments has increased the amount of repairs.
- No budget for a long-term music inventory repair/replacement plan.

Recommendation to increase at the beginning in FY 2019-20 and subsequent years:

\$100.00 = One Instrument or Percussion-School Year

\$125.00 = Two Instruments (larger instruments to have one at home and school-such as: string bass, bass clarinet, etc.)-School Year

\$30.00 = One Instrument - Summer

The Form #6120 (#35-05-006020) will need to be updated for the fee changes including elimination of the “Secondary” heading, the “Percussion” line and the “Elementary” section.

6109 ~~DULUTH PUBLIC SCHOOLS ONLINE LEARNING POLICY~~

~~I. Purpose~~

~~The purpose of this policy is to recognize and govern online learning options of students enrolled in the school district for purposes of compulsory attendance.~~

~~II. General Statement of Policy~~

~~A. The school district shall not prohibit an enrolled student from applying to enroll in online learning:~~

- ~~• The school district shall permit a student to enroll full-time in online learning courses or their equivalent during a single school year by an online learning provider or the school district.~~
- ~~• The school district shall permit an online learning student to complete coursework at a grade level that is different from the student's current grade level.~~
- ~~• The school district will retain the right to set the minimum number of students for an online course to be offered and will not exceed the state legislated maximum of forty students per online course.~~

~~B. The school district shall grant academic credit for completing the requirements of an online learning course or program:~~

- ~~• The school district shall award appropriate academic credit and GPA points to students who have completed requirements of an online learning course or program. Secondary credits granted to an online learning student shall be counted toward the graduation and credit requirements of the school district.~~
- ~~• The school district shall award credit for a graduation standard or grade progression requirement to any student who completes an online learning course or program that meets or exceeds such a requirement.~~
- ~~• The school district shall not award credit for the online learning course or program if the student does not successfully complete the course or program.~~

~~C. The school district shall allow an online learning student to have the same access to the computer hardware and education software available in the school district as all other students in the school district:~~

- ~~• The school district will insure that all computers supplied by the school district for online learning will have appropriate active Internet filtering and blocking technology. The school district will periodically check all computers to insure that this filtering and blocking software is active.~~
- ~~• The school district will comply with all provisions of all Children's Online Privacy Protection Act, and will not collect any private student data without the consent of the student's parent or guardian.~~

~~D. The school district shall continue to provide non-academic services to online learning students:~~

- ~~• The school district shall assist an online learning student whose family qualifies for the education tax credit to acquire software for online learning purposes.~~

~~E. Online learning students may participate in extracurricular activities of the school district on the same basis as other enrolled students.~~

~~F. A student with a disability may enroll in an online learning course or program if the student's IEP team determines that online learning is appropriate education for the student.~~

~~G. The school district shall provide a teacher with a Minnesota license in the appropriate grade level and subject area to assemble and deliver instruction to students in the online learning program.~~

III. Definitions

~~A. Online learning is an interactive course or program that delivers instruction to a student by computer, is combined with other traditional delivery methods that include frequent student assessment and may include actual teacher contact time, and meets or exceeds state academic standards.~~

~~B. "Online learning student" is a student enrolled in the school district for purposes of compulsory attendance and enrolled in an online learning course or program delivered by an authorized provider.~~

~~C. "Online learning provider" is another school district, or an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides online learning to students.~~

IV. Certification

~~A. The school district shall ensure that all online courses and programs are rigorous, aligned with state academic standards, and contribute to grade progression in a single subject. The school district will maintain records that allow the online learning program to defend the validity of its courses to enrolling school districts and to the Minnesota Department of Education.~~

~~B. The school district shall affirm to the commissioner that online learning courses have equivalent standards of instruction, curriculum, and assessment requirements as other courses offered to enrolled students.~~

~~C. The school district shall demonstrate expectations for actual teacher contact time or other student to teacher communication.~~

~~D. The school district shall fulfill all reporting requirements and review criteria required under subdivision 7 on the Online Learning Option Act.~~

Adopted: ~~07-20-2004 ISD 709~~

Deletion: **6/18/2019 First Reading**
Replaced by: **Policy 624**

Adopted:

MSBA/MASA Model Policy 624

Orig. 2003

Revised:

Rev. 2012

624 ONLINE LEARNING OPTIONS

[Note: The provisions of this policy substantially reflect the statutory requirements of Minn. Stat. § 124D.095, the Online Learning Option Act.]

I. PURPOSE

The purpose of this policy is to recognize and govern online learning options of students enrolled in the school district for purposes of compulsory attendance and address enrollment of students with an online learning provider for supplemental or full-time online learning.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not prohibit an enrolled student from applying to enroll in online learning.
- B. The school district shall grant academic credit for completing the requirements of an online learning course or program.
- C. The school district shall allow an online learning student to have the same access to the computer hardware and education software available in the school district as all other students in the school district. An online learning provider must assist an online learning student whose family qualifies for education tax credit to acquire computer hardware and educational software for online learning purposes.
- D. The school district shall continue to provide non-academic services to online learning students.
- E. Online learning students may participate in the extracurricular activities of the school district on the same basis as other enrolled students.

[Note: The school district may itself offer digital learning to its enrolled students. Such digital learning does not generate online learning funds. To the extent digital learning is offered by the school district only to its enrolled students, it is not subject to the Minnesota Department of Education (MDE) reporting or review requirements unless the school district is a full-time online learning provider. See Minn. Stat. § 124D.095, Subd. 4(d) and (e).]

To the extent the school district provides to resident students curriculum that has both physical and electronic components, the school district must

make the electronic component accessible to a resident student in a home school at the request of the home-schooled student or student’s parent or guardian, provided that the school district does not incur more than an incidental cost as a result of providing access electronically. See Minn. Stat. § 123B.42.]

III. DEFINITIONS

- A. “Blended learning” is a form of digital learning that occurs when a student learns part time in a supervised physical setting and part time through digital delivery of instruction, or a student learns in a supervised physical setting where technology is used as a primary method to deliver instruction.
- B. “Digital learning” is learning facilitated by technology that offers students an element of control over the time, place, path, or pace of their learning and includes blended and online learning.
- C. “Enrolling district” means the school district or charter school in which a student is enrolled under Minn. Stat. § 120A.22, Subd. 4, for purposes of compulsory education.
- D. “Full-time online learning provider” means an enrolling school authorized by the Minnesota Department of Education (MDE) to deliver comprehensive public education at any or all of the elementary, middle, or high school levels.
- E. “Online learning course syllabus” is a written document that an online learning provider transmits to the enrolling school district using a format prescribed by the Commissioner of MDE (Commissioner) to identify the state academic standards embedded in an online learning course, the course content outline, required course assessments, expectations for actual teacher contact time, and other student-to-teacher communications, and the academic support available to the online learning student.
- F. “Online learning” is a form of digital learning delivered by an approved online learning provider under Paragraph III.H.
- G. “Online learning student” is a student enrolled in an online learning course or program delivered by an authorized online learning provider.
- H. “Online learning provider” is a school district, an intermediate school district, or an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides online learning to students and is approved by MDE to provide online learning courses.
- I. “Student” is a Minnesota resident enrolled in a public school, a nonpublic school, church or religious organization, or home school in which a child is provided instruction in compliance with Minn. Stat. §§ 120A.22 and 120A.24.

- J. "Supplemental online learning" means an online learning course taken in place of a course period at a local district school.
- K. "Hybrid schedule" is a district approved schedule that allows blended learning and digital learning to take place. The superintendent or designee will approve all schedules.
- L. "Digital attendance" is used to track the attendance of students who are enrolled in the Alternative Learning Center and follow a hybrid schedule. Digital attendance is determined by the teacher of each course and can be recorded by email, text message, phone call, student work recorded in the learning management system, video or digital chat, or other time-stamped digital documents that demonstrate student engagement in learning outside of the seat based portion of the hybrid schedule.
- M. "Academic Excellence Online" is an online school part of the Duluth Public School District. District and non-district students can enroll part-time or full-time.

IV. PROCEDURES

A. Dissemination and Receipt of Information

1. The school district shall make available information about **Academic Excellence Online and other** online learning **opportunities** to all interested people. The school district may utilize the list of approved online learning providers and online learning courses and programs developed, published, and maintained by MDE.
2. The school district will receive and maintain information provided to it by **Academic Excellence Online and** online learning providers.
3. **Academic Excellence Online and other** online learning providers must report or make available information on an individual student's progress and accumulated credit to the student, the student's parent, and the enrolling district in a manner specified by the Commissioner unless the enrolling district and the online learning provider agree to a different form of notice and notify the Commissioner.
4. The enrolling district must designate a contact person to help facilitate and monitor the student's academic progress and accumulated credits toward graduation.

B. Student Enrollment

1. A student may apply for full-time enrollment in an approved online learning program. The student must have the written consent of a parent or guardian to do so if the student is under eighteen (18) years of age.
2. The student and the student's parents must submit an application to the online learning provider and identify the student's reason for enrolling. An online learning provider that accepts a student under this section must notify the student and the enrolling district in writing within ten days if the enrolling district is not the online learning provider. The student and the student's parent must notify the online learning provider of the student's intent to enroll in online learning within ten days of being accepted, at which time the student and the student's parent must sign a statement indicating that they have reviewed the online course or program and understand the expectations of enrolling in online learning. The online learning provider must use a form provided by MDE to notify the enrolling district of the student's application to enroll in online learning.
3. The supplemental online learning notice to the enrolling district when a student applies to the online learning provider will include the courses or program, credits to be awarded, and the start date of the online learning course or program. An online learning provider must make available the supplemental online learning course syllabus to the enrolling district. Within 15 days after the online learning provider makes information in this paragraph available to the enrolling district, the enrolling district must notify the online learning provider whether the student, the student's parent, and the enrolling district agree or disagree that the course meets the enrolling district's graduation requirements. A student may enroll in a supplemental online learning course up to the midpoint of the school district's term. The school district may waive this requirement for special circumstances with the agreement of the online learning provider.
4. An online learning course or program that meets or exceeds a graduation standard or the grade progression requirement of the enrolling district as described in the provider's online learning course syllabus meets the corresponding graduation requirements applicable to the student in the enrolling district. If the enrolling district does not agree that the course or program meets its graduation requirements, then the enrolling district must make available an explanation of its decision to the student, the student's parent, and the online learning provider; and the online learning provider may make available a response to the enrolling district, showing how the course or program meets the graduation requirements of the enrolling district.
5. An online learning student may enroll in supplemental online learning courses equal to a maximum of 50 percent of the student's full

schedule of courses per term during a single school year, and the student may exceed the supplemental online learning registration limit if the enrolling district permits for supplemental online learning enrollment above the limit or if the enrolling district and the online learning provider agree to the instructional services. To enroll in more than 50 percent of the student's full schedule or courses per term in online learning, the student must qualify to exceed the supplemental online learning registration limit or apply to enroll in an approved full-time online learning program consistent with Paragraph IV.B.2. above. Full-time online learning students may enroll in classes at a local school under a contract for instructional services between the online learning provider and the school district.

6. An online learning student may complete course work at a grade level that is different from the student's current grade level.
7. An online learning student may enroll in additional courses with the online learning provider under a separate agreement that includes terms for paying any tuition or course fees.

C. Classroom Membership and Teacher Contact Time

1. The enrolling district may reduce an online learning student's regular classroom instructional membership in proportion to the student's membership in online learning courses.
2. The school district may reduce the course schedule of an online learning student in proportion to the number of online learning courses the student takes from an online learning provider other than the school district.
3. A teacher with a Minnesota license must assemble and deliver instruction to enrolled students receiving online learning from an enrolling district. The delivery of instruction occurs when the student interacts with the computer or the teacher and receives ongoing assistance and assessment of learning. The instruction may include curriculum developed by persons other than a teacher holding a Minnesota license.
4. The online learning provider, other than a digital learning provider offering digital learning to its enrolled students only under Minn. Stat. § 124D.095, Subd. 4(d), must give the Commissioner written assurance that all courses meet state academic standards and the online learning curriculum, instruction, and assessment expectations for actual teacher contact time or other student-teacher communications and academic support meet nationally recognized standards and are described as such in an online learning course syllabus that meets the Commissioner's requirements.

5. Duluth Public Schools uses a hybrid schedule to deliver instruction as part of its Alternative Learning Center. Student attendance is recorded two times per day for each course. One of those attendance times must be recorded when the student is physically present at the Alternative Learning Center. The other time can be recorded through digital attendance.

D. Academic Credit; Graduation Standards or Requirements

1. The school district shall apply the same graduation requirements to all students, including online learning students.
2. The school district shall use the same criteria for accepting online learning credits or courses as it does for accepting credits or courses for nonresident transfer students under Minnesota law.
3. The school district may challenge the validity of a course offered by an online learning provider. Such a challenge will be filed with MDE.
4. The school district shall count secondary credits granted to an online learning student toward its graduation and credit requirements.
5. If a student completes an online learning course or program that meets or exceeds a graduation standard or grade progression requirement at the school district, that standard or requirement will be met.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
 Minn. Stat. § 120A.24 (Reporting)
 Minn. Stat. § 123B.42, Subd. 1 (Curriculum; Electronic Components)
 Minn. Stat. § 124D.03 (Enrollment Options Program)
 Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)
 Minn. Stat. § 124D.095 (Online Learning Option Act)

Cross References: MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
 MSBA/MASA Model Policy 605 (Alternative Programs)
 MSBA/MASA Model Policy 608 (Instructional Services – Special Education)
 MSBA/MASA Model Policy 613 (Graduation Requirements)
 MSBA/MASA Model Policy 620 (Credit for Learning)

First Reading: **6/18/2019**
Replacing: **Policy 6109**

RESOLUTION

Acceptance of Grant Awards to Duluth Public Schools

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

WHEREAS, acceptance of the grant 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 grant from said organization in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED that the Duluth Public Schools wishes to extend its grateful appreciation to this organization.

Organization	Author/Contact	Project Title	Award Amount	Terms
DSACF – Scott D. Anderson Leadership Foundation Fund	Duluth Public Schools	Scott Anderson Leadership Forum	\$18,430	Funds will be used to support the annual, week-long Scott Anderson Leadership Forum.
Minnesota Department of Education	Duluth Public Schools	School Safety Grant – Denfeld High School	\$61,566	Funds will be used to support upgrades to access controls, hardware and communication systems at Denfeld High School.
Minnesota Department of Education	Duluth Public Schools	School Safety Grant – Rockridge Academy	\$9,415	Funds will be used to support upgrades to access controls, hardware and communication systems at Rockridge Academy.
Minnesota Council of Teachers of Mathematics	Tanya Jackson, Ordean East Middle School	Sphero: Imbedding Computer Science Principles into Science and Math	\$1,500	Funds will be used toward the purchase a set of Sphero Programmable Spheres with protective cases for Ordean East Middle School.
Rotary Club of Duluth Harbortown Minnesota USA, Inc.	Patrick Moore	Duluth Area Learning Center – Virtual Reality (VR) Set	\$1,000	Funds will be used to purchase a virtual reality (VR) set for Health class at the Area Learning Center.

<p>Education Minnesota Foundation for Excellence in Teaching and Learning</p>	<p>Tanya Jackson, Ordean East Middle School</p>	<p>Sphero: Imbedding Computer Science Principles into Science and Math</p>	<p>\$3,000</p>	<p>Funds will be used toward the purchase a set of Sphero Programmable Spheres with protective cases for Ordean East Middle School.</p>
<p>Northwoods Women in Science</p>	<p>Tanya Jackson & Tim Churchill, Ordean East Middle School</p>	<p>Sphero: Imbedding Computer Science Principles into Science and Math</p>	<p>\$333</p>	<p>Funds will be used toward the purchase a set of Sphero Programmable Spheres with protective cases for Ordean East Middle School.</p>



May 23, 2019

Mr. William Gronseth
 Superintendent
 ISD#709 - Duluth Public Schools
 215 North First Avenue East
 Duluth, MN 55802

Dear Mr. ~~Gronseth~~ ^{Bill}:

I am pleased to inform you that a grant for \$18,430 from the Scott D. Anderson Leadership Foundation Fund for your project/program – “*Scott Anderson Leadership Forum*” was approved at the May 22, 2019 meeting.

Enclosed please find our Grant Agreement. If these conditions are acceptable to you, please return the signed and dated document to us as soon as possible. Once the agreement has been received, a check for \$18,430 will be mailed to ISD#709 - Duluth Public Schools. To ensure all students, regardless of family income, are able to participate, please have schools notify me of additional funds needed to ensure these students have access to the forum.

As we understand the term of this grant to be through December 31, 2019, please submit a Final Project Report, including all requested materials, by February 29, 2020. This Final Report and instructions for its completion, is accessed through the online grant application portal, which you can find through our web site (www.dsacommunityfoundation.com). The report will help us determine the effectiveness of this grant.

We also request that the Community Foundation be credited for this grant in all related publicity materials and that you forward copies of those materials to us for our files. Credit lines should read, “Funded (or Funded in part) by the Scott D. Anderson Leadership Foundation Fund of the Duluth Superior Area Community Foundation.”

We are very pleased to be able to help you with your project and wish you continued success.

Sincerely,

A handwritten signature in dark ink, appearing to read "Holly C. Sampson", is written over a large, faint circular watermark in the background of the letter.

Holly C. Sampson
 President and CEO

Enclosure
 C: Mr. Chris Peterson

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“Fostering generosity, civic engagement, and inclusiveness”

Zeitgeist Center for Arts and Community • 222 East Superior Street, Suite 302 • Duluth, MN 55802

P: 218.726.0232 • F: 218.726.0257

info@dsacommunityfoundation.com • www.dsacommunityfoundation.com



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Sandra Wright

Holly C. Sampson,
President and CEO

**DULUTH SUPERIOR AREA COMMUNITY FOUNDATION
GRANT AGREEMENT**

The undersigned hereby agrees to the following grant conditions:

1. To use the funds only for the designated purpose as described in the grant application and subsequent grant notification letter; to notify the Duluth Superior Area Community Foundation of and obtain its consent to any substantial deviation from said grant application, to use the grant in accordance with current and applicable laws and pursuant to the Internal Revenue Code, as amended, and the regulations issued there under; and to not use the funds for any purpose prohibited by law.
2. To maintain its books and records to show, and separately account for, the funds received under this grant, and to maintain records of expenditures adequate to identify the purposes for which, and manner in which, grant funds have been expended. Expenses charged against this grant may not be incurred prior to the date the grant period begins or subsequent to its termination date. The grantee will return any unexpended funds to the Foundation at the close of the grant period.
3. To ensure the grant funds are not used to commit, advocate, facilitate or participate in terrorist acts, to influence legislation, to influence the outcome of any public election, or to carry on a voter registration drive.
4. To permit the Duluth Superior Area Community Foundation, at its request, to have reasonable access to the grantee's files and records for the purpose of making such financial audits, verifications, and investigations as it deems necessary concerning the grant, and to maintain such files and records for a period of at least four years after completion or termination of the project.
5. To return to the Duluth Superior Area Community Foundation any unexpended funds or any portion of the grant which is not used for the purposes specified herein.
6. To recognize the Duluth Superior Area Community Foundation in all publicity materials related to the funded project or program, as specified in the grant notification letter.
7. To permit the Duluth Superior Area Community Foundation to use photographs, news clippings, social media, and interview content resulting from the grant to promote the grant, the work of the Foundation, or to facilitate related philanthropic fundraising efforts.
8. To submit the Final Project Report, including all requested materials, by February 29, 2020 as specified in the grant notification letter.

Name of Organization: ISD#709 - Duluth Public Schools
215 North First Avenue East
Duluth, MN 55802

Payee: ISD#709 - Duluth Public Schools
215 North First Avenue East
Duluth, MN 55802

Project Title: Scott Anderson Leadership Forum

Grant Amount: \$18,430 **Fund:** Scott D. Anderson Leadership Foundation Fund

Grant Number: 20190369

Mr. William Gronseth
Superintendent

Date

~**Please remember** that in order to promptly process your agreement and distribute funds, this form must be signed and returned to the Community Foundation within a month of the date received. An extension may be approved if necessary.



September 28, 2018

William Gronseth
 Duluth Public School District
 215 N 1st Ave E Duluth, MN 55802

RE: School Safety Grant Results

Dear William Gronseth:

Congratulations! We have selected your application submitted in response to the School Safety Grant submission for the following building:

Denfeld High School, 1331
 401 N 44th Ave West
 Duluth, MN 55807-1452

Your assigned random number was 19.

The funding contingent upon any negotiations and clarifications that will be necessary before executing the award, including the submission and approval of a full workplan and budget.

See the breakdown below for our estimated grant amount for each category applied for this grant:

Securing Entrances

High Priority Item	Your Request	MDE Grant Award
---------------------------	---------------------	------------------------

Access Controls	\$21,744.00	\$21,744.00
------------------------	-------------	-------------

FOB (Keyless) Door Entry Systems

Door Hardware Upgrades	\$21,641.00	\$21,641.00
-------------------------------	-------------	-------------

Door Alarm Systems

Physical Structure Changes

None

Communication Systems

High Priority Item	Your Request	MDE Grant Award
Communication Within Building	\$18,181.00	\$18,181.00
Electronic Emergency Notification Systems		
External Communication Systems		
Visual Notification Systems		
None		

Beginning next week, [Chris Kubesh](#), Education Finance Specialist and [Norrita Rech](#), Grants Specialist, will be in contact with further details surrounding the clarifications need to complete your grant.

They will also begin the process of preparing the grant documentation, including the Official Grant Award Notification (OGAN), which will include the development of a complete work plan and budget. They will let you know what other steps will be necessary before the execution of the grant documentation.

The grants specialist may also be conducting a Pre-Award Risk Assessment, which will require a review of financial documentation and prior grant performance before the execution of the OGAN. The grants specialist will contact you if she need any information to conduct that assessment.

Please note, if you applied for any lower priority projects, we are unable to fund those projects.

Please do not incur any expenditures until the OGAN is fully executed. Any expenditure you make prior to the full execution of the OGAN will be your sole responsibility to pay.

We look forward to working with you in the future.

Sincerely,

Timothy E. Larson, Grant Specialist Coordinator
timothy.e.larson@state.mn.us or (651) 582-8451

cc: Jason Barsness
 Peggy Blalock
 Norrita Rech
 Chris Kubesh



September 28, 2018

William Gronseth
 Duluth Public School District
 215 N 1st Ave E Duluth, MN 55802

RE: School Safety Grant Results

Dear William Gronseth:

Congratulations! We have selected your application submitted in response to the School Safety Grant submission for the following building:

Rockridge Academy, 1319
 4849 Ivanhoe Street
 Duluth, MN 55804-1131

Your assigned random number was 121.

The funding contingent upon any negotiations and clarifications that will be necessary before executing the award, including the submission and approval of a full workplan and budget.

See the breakdown below for our estimated grant amount for each category applied for this grant:

Securing Entrances

High Priority Item	Your Request	MDE Grant Award
Access Controls	\$2,600.00	\$2,600.00
FOB (Keyless) Door Entry Systems		
Door Hardware Upgrades	\$6,815.00	\$6,815.00
Door Alarm Systems		
Physical Structure Changes		
None		

Communication Systems

High Priority Item	Your Request	MDE Grant Award
Communication Within Building		
Electronic Emergency Notification Systems		
External Communication Systems		
Visual Notification Systems		
None		

Beginning next week, [Chris Kubesh](#), Education Finance Specialist and [Norrita Rech](#), Grants Specialist, will be in contact with further details surrounding the clarifications need to complete your grant.

They will also begin the process of preparing the grant documentation, including the Official Grant Award Notification (OGAN), which will include the development of a complete work plan and budget. They will let you know what other steps will be necessary before the execution of the grant documentation.

The grants specialist may also be conducting a Pre-Award Risk Assessment, which will require a review of financial documentation and prior grant performance before the execution of the OGAN. The grants specialist will contact you if she need any information to conduct that assessment.

Please note, if you applied for any lower priority projects, we are unable to fund those projects.

Please do not incur any expenditures until the OGAN is fully executed. Any expenditure you make prior to the full execution of the OGAN will be your sole responsibility to pay.

We look forward to working with you in the future.

Sincerely,

Timothy E. Larson, Grant Specialist Coordinator
timothy.e.larson@state.mn.us or (651) 582-8451

cc: Jason Barsness
 Peggy Blalock
 Norrita Rech
 Chris Kubesh

Tanya Jackson
Ordean East Middle School

Dear Tanya,

Thank you for your application for the MCTM Teacher Incentive Grant. We are happy to notify you that, based on the recommendation of the MCTM Foundation, the MCTM Board is able to award you a grant for \$1500 for your project Sphero: Imbedding Computer Science Principles into Science and Math.

The payment is made upon receipts and approval that the grant was completed according to the proposal. Conduct the project during the current school year and submit a report sharing the standards that were a focus of the project, lesson activities, materials (including sources and costs), assessment activities and results, photos (within your district/institution guidelines), and ah ha's by you or your students. Ideally, the report would be shared on MCTM's Teacher Portal (see Resources Tab at <http://www.mctm.org>) or in a MCTM Conference Presentation.

We hope you will consider sharing your project at the 2019 MCTM Spring Conference

Friday-Saturday, April 26-27, 2019

DECC Convention Center, Duluth, MN

The 2019 Spring Speaker Proposal Form can be accessed here <http://mctm.org/speakerproposal.php>

Please submit the proposal by January 8, 2019.

Please review the Teacher Incentive Grant Information <http://www.mctm.org/incentivegrant.php> and let us know if you need further clarification.

Rosemary Heinitz, Chair
MCTM Foundation Committee
mctmfoundationchair@mctm.org

Rotary Club Grant for VR Set

The opportunity that a classroom VR set offers to our student population is to enhance learning opportunities in the classroom and widen their perspective of the world. Our students have struggled in mainstream, traditional classrooms and would benefit greatly from experiential, hands-on approaches to learning.

Our goals include using the VR set across all contents (English, Science, Social Studies, Health, Math, Art, Music) to broaden students' experiences in all classes, create cross-content project-based learning opportunities that rely on the VR set, and to increase student engagement and learning in all classrooms. One immediate need is in the area of First Aid and CPR. These VR sets will provide students a real world scenario on how to save lives.

Teachers will be tracking data on achievement levels, participation, attendance, and growth with all classroom activities that utilize the VR set to prove that it has a positive impact on student learning and achievement.

An example of a specific activity that will be done is a cross-content project-based learning opportunity in which students will, through the VR set, go on a virtual underwater journey along the largest living structure on the planet and one of the natural wonders of the world - Australia's Great Barrier Reef. Students will learn about the coral reef environment, environmental dangers that it faces, and actions that are being taken globally to protect it. This project would fit into the academic standards of Science and English with unique learning activities possible in History and Art.

Classroom teachers will be carrying out all activities that use the VR set.

The VR set will be used weekly across all of the different content areas.

The opportunity that a VR set provides to our students is invaluable. Due to a wide range of reasons, our students have not found the success that they hoped for in traditional classrooms. We hope to graduate students who have learned about the world and its many challenges that it is facing through hands-on, experiential learning opportunities. A VR set allows us to do just that. In a recent article from CNN, the use of VR sets was highlighted,

"Imagine instead of viewing a shark-infested shipwreck or a space station in photos, technology meant you actually swam and floated right through them. Now, students are immersed under the water and into imaginary spacesuits to experience life as explorers and astronauts, if only for a few minutes. Virtual reality (VR) is entering classrooms around the world and taking pupils on field trips to the most inaccessible corners of the planet. As students move their heads left and right and up and down in order to navigate an area from all angles, it's never been easier to put oneself into a virtual world that amplifies and improves the learning experience."

We hope to financially sustain this opportunity through additional grants and fundraising efforts.

As we become more practiced in implementing classroom activities using the VR set, we will showcase these activities in an effort to draw additional funding from companies like National Geographic and the Banff Center for Research.



ROTARY CLUB OF DULUTH HARBORTOWN
 MINNESOTA USA, INC.
 C/O HOLIDAY INN
 200 W. 1ST STREET
 DULUTH, MN 55802

US BANK
 17-2/910

12575

Security Features included. Details on back

5/22/19

PAY TO THE ORDER OF ISD #709

\$ **1,000.00

One Thousand and 00/100 ***** DOLLARS

ISD #709

[Handwritten Signature]
 AUTHORIZED SIGNATURE

MEMO

Area Learning Center

[Redacted]

ROTARY CLUB OF DULUTH HARBORTOWN MINNESOTA USA, INC.

ISD #709

5/22/19

12575

Area Learning Center

1,000.00

[Redacted] Area Learning Center

1,000.00

DATE: March 1, 2019

TO: Local/Affiliate Presidents and Treasurers

FROM: Dayonna Knutson, Director
Education Minnesota Foundation for
Excellence in Teaching and Learning

SUBJECT: Fiscal Agent Responsibilities for Local
Education Minnesota Foundation Grants

YOUR COPY

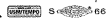
Congratulations! A member of your local/affiliate has been awarded a **Classroom-Focused Grant** from the Education Minnesota Foundation for Excellence in Teaching and Learning, and your local or affiliate has agreed to act as the grant's fiscal agent. This letter explains what it means to be a fiscal agent.

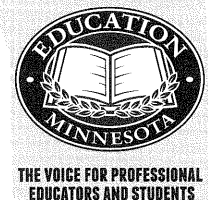
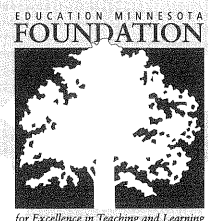
The role of the fiscal agent in our grant process is a simple one. The local/affiliate acts as a vehicle through which funds are disbursed to suppliers providing services or materials to the grant. Your regular treasury records provide an audit trail of expenditures in case verification of grant expenditures is needed. Using a fiscal agent also shields the grant recipient from the possibility that the IRS might view the grant proceeds as direct income to the grant recipient.

Procedure – Final Financial Report (see emailed final financial report form)

- ❖ Grant funds will be distributed to grant recipients by a single check made out jointly to the grant recipient and to your local/affiliate.
- ❖ After the grant recipient has endorsed the check, it should be deposited to your local checking account. An “account” should be created in your treasury records for the grant money.
- ❖ After that time, as funds are needed, the recipient will request funds using your regular disbursement procedures (most of you probably use an expense voucher system requiring receipts and the signature of one or more individuals having authorization privileges.) As *president*, your responsibility is NOT to determine whether the request is valid, but rather to authorize the *treasurer* to issue the check, *assuming that a receipt or other documentation is provided with the request.*
- ❖ The *treasurer* issues the requested check, recording the information as he/she would with any transaction, files the voucher, and enters the check into the local/affiliate's check register. The *treasurer* is responsible for accurate record keeping, and of course for being sure that disbursements do not exceed the balance in the grant “account.”
- ❖ Funds received from the November round of applications should be expended by the end of this school year.

41 Sherburne Ave., St. Paul, MN 55103
651-227-9541 800-652-9073 Fax 651-292-4801
www.educationminnesota.org
www.edmnfoundation.org

Education Minnesota is an affiliate of the American Federation of Teachers,
the National Education Association and AFL-CIO. 



- ❖ By **June 1, 2020**, the grant recipient is required to prepare and submit the **final financial report form**, which has been emailed to the grant recipient, the president, and the treasurer— if any forms are missing, please contact foundation@edmn.org as soon as possible to request the form. Please note that *neither the president nor the treasurer is responsible for preparing this report*. The grant recipient prepares the report and gives it to the *president* and *treasurer* for their signatures. The signatures indicate the *president* and *treasurer* have seen the report, and the expenditures shown are consistent with those documented in canceled checks, expense vouchers with accompanying receipts, and other records.

IRS Form 1099 – MISC

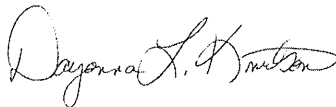
Your local/affiliate may be required to report information to the IRS about certain payments made to individuals that will amount to \$600 or more for the calendar year ending **December 31, 2019**. This procedure is the same one you may already be following if your local/affiliate pays honoraria to individuals for union work. Late in **2019**, treasurers will receive information from Education Minnesota on IRS reporting requirements.

Procedure – Final Project Report (see emailed final project report form)

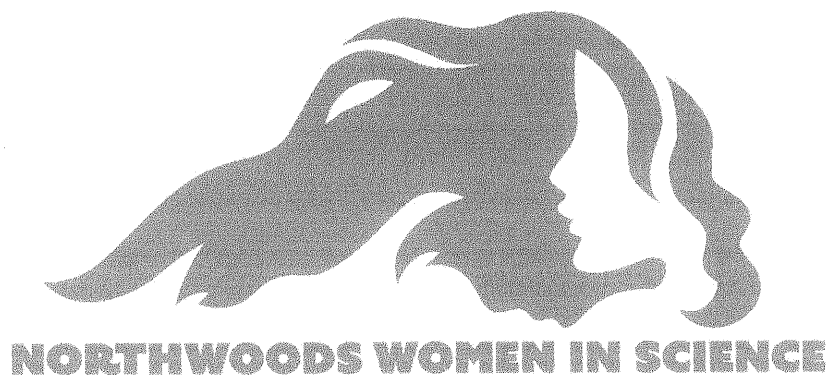
Also emailed to the grant recipient, the president, and the treasurer was the **final project report form**, which each grant recipient must submit by **June 1, 2020**. This report is a summary of how the project went, and it requires only the *president's* signature indicating they have received a copy of the report and are aware of the status of the project. The purpose of the *president's* signature on this report is to ensure that they are kept informed regarding the project's progress.

We would like to thank local/affiliate *presidents* and *treasurers* for your help in ensuring the success of the grant program. Please feel free to contact me if you have questions or require further information.

Sincerely,



Dayonna L. Knutson
 Education Minnesota Foundation Director
 Education Minnesota Foundation
 41 Sherburne Avenue, St. Paul, MN 55103
 Phone: 651-292-4834
dayonna.knutson@edmn.org
www.edmnfoundation.org



Ms. Tanya Jackson
Mr. Timothy Churchill
Ordean East Middle School
2900 E 4th St
Duluth, MN 55812

February 15, 2019

Dear Ms. Jackson and Mr. Churchill,

Thank you very much for your application to the NWIS Grant. We welcome and appreciate your efforts to encourage young women to engage in coding and design activities. We are pleased to fund your request of \$333 for Spheros technology.

After you incorporate the Spheros activities into your curriculum, please report back to me (pfreeman2@css.edu) or current NWIS President Rachel Portinga (rachelportinga@gmail.com). We request that you include any feedback from your students when they engaged in the Spheros activities, and how your curriculum engaged girls in STEM activities. We also request that you send us some photos (and parent's releases) that we could post on our website that might help promote your activity and other grant applications.

Thanks for your efforts to encourage girls (and all students) in the STEM fields. We look forward to hearing from you.

Sincerely,

Pam Freeman and NWIS members

**DATA SHARING AGREEMENT FOR RELEASE
OF DATA UNDER "SCHOOL OFFICIAL" EXCEPTION**

This Data Sharing Agreement ("Agreement") between Independent School District No. 709, Duluth Public Schools ("District") and Duluth Area Family YMCA (TrueNorth Americorp, 21st Century, Y USA), is entered into as of July 1, 2019 ("Effective Date"). The District and Duluth Area Family YMCA, are referred to collectively as the "Parties."

WHEREAS, certain individuals affiliated with Duluth Area Family YMCA, (hereinafter "Requesting Entity") will provide *Evaluation of Program Effectiveness* to the District for the 2019-2020 school year; and

WHEREAS, the services to be provided by individuals affiliated with Requesting Entity are institutional services and functions for which the District would otherwise use its own employees; and

WHEREAS, the District anticipates individuals affiliated with Requesting Entity will be required to access personally identifiable information related to students and educational data in order to effectively provide services to the District; and

WHEREAS, both the Family Educational Rights and Privacy Act ("FERPA") and the Minnesota Government Data Practices Act ("MGDPA") allow certain contractors, consultants, volunteers, and other parties to access information that would otherwise be protected from disclosure under a "school official" exception; and

WHEREAS, individuals affiliated with Requesting Entity will be providing services in a manner that meets the relevant requirements to qualify as a "school official" under both FERPA and the MGDPA; and

WHEREAS, the Parties wish to enter into this Agreement in order to outline in greater detail the terms and conditions upon which individuals affiliated with Requesting Entity will be granted access to certain protected student data as a "school official."

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree to the following:

1. **Services Provided to District.** Requesting Entity is a NON-PROFIT ORGANIZATION whose *EVALUATOR* will provide *PROGRAM EVALUATION* to the District. The services to be provided to the District are institutional services and functions for which the District would otherwise use its own employees.
2. **Protected Student Data Defined.** "Protected Student Data" means any data defined as "personally identifiable information" contained in educational records as the term is defined in FERPA and its implementing regulations, 20 U.S.C. §

1232g and 34 C.F.R. § 99.31, or "educational data" as defined in the MGDPA, Minn. Stat. § 13.32.

3. **Types of Data to be Accessed.** In the course of providing the services described in Paragraph 1, individuals affiliated with Requesting Entity will have a legitimate need to access Protected Student Data in the form of ATTENDANCE, GRADES, MARSS NUMBERS, BENCHMARK, STATE ASSESSMENTS AND SCHEDULES. The data described in this Paragraph is subject to disclosure restrictions imposed by FERPA and the MGDPA.
4. **District's Control over Use and Maintenance of Data.** The following terms and conditions will govern the manner in which individuals affiliated with Requesting Entity will have access to Protected Student Data:
 - a. Evaluator and Evaluator Assistants shall be the only representatives of Requesting Entity granted access to Protected Student Data in accordance with the terms of this agreement. Protected Student Data shall not be shared with any employee, agent, volunteer, or other affiliate of Requesting Entity who is not within the group of individuals defined in this Paragraph. Prior to being granted access to Protected Student Data, each Evaluator and Evaluator Assistants must review and sign the acknowledgement and consent form attached hereto as Exhibit A.
 - b. Requesting Entity shall not attempt to use, access, or maintain Protected Student Data for any reason other than purposes legitimately necessary for its Evaluator and Evaluator Assistants to provide the services referenced in Paragraph 1. Requesting Entity shall not maintain its own files, documents, or any other form of records containing Protected Student Data or attempt to obtain access to Protected Student Data for anyone other than an individual described Paragraph 4(a).
 - c. The use and maintenance of Protected Student Data by Evaluator shall be at all times subject to the District's direct control.
 - d. Individuals providing services as Evaluator and Evaluator Assistants shall be granted access to Protected Student Data through the District's Infinite Campus system in a manner deemed appropriate by the District. Requesting Entity shall supply the District with a list of the names of the individuals providing services as Evaluator and Evaluator Assistants to the principal of the building in which each individual will be providing services. Upon receipt of the list of names, the District will determine using its sole discretion the extent to which each individual will be granted access to Protected Student Data through the Infinite Campus system. Under no circumstance will an individual be granted greater access to Protected Student Data than what is legitimately necessary to effectively

provide the services listed in Paragraph 1. The District retains the right to alter at any time and in its sole discretion the manner in which individuals providing services as Evaluator and Evaluator Assistants access Protected Student Data. No individual will be granted access to Protected Student Data unless the person has signed the form attached as Exhibit A and provided a copy to the principal of the building in which the individual will be providing services.

- e. The individuals providing services as shall not copy, duplicate, alter, modify, or otherwise make changes to or reproductions of Protected Student Data unless legitimately necessary to perform the services described in Paragraph 1. If any individual who has been granted access to data in accordance with this agreement has maintained copies or other reproductions of Protected Student Data for legitimate purposes, such copies or other reproductions must be destroyed within 30 days of the expiration of this Agreement.
- f. The District reserves the right to restrict, modify, or discontinue the use and maintenance of Protected Student Data authorized by this agreement for any reason. If the District exercises its sole discretion to restrict or cancel access to data, Requesting Entity and/or its affected representatives shall destroy any copies or reproductions of data which they no longer have access in accordance with the timeframe and requirements of Paragraph 4(f) of this Agreement.

5. **Redisclosure of Protected Student Data.** In the course of performing the services described in Paragraph 1, the Parties agree that individuals providing services to the district as Evaluator and Evaluator Assistants shall not redisclose Protected Student Data to any representative of Requesting Entity not within the class of individuals identified in Paragraph 4(a) or any person or party other than a school official with a legitimate need to access the data unless disclosure is specifically authorized or required by law. In the event a parent or eligible student requests disclosure of Protected Student Data to a third party, Requesting Entity and its representatives shall direct the requesting parent or eligible student to the appropriate building principal, who will process each request to disclose Protected Student Data in accordance with applicable District policies and procedures.

6. **Data Related to Evaluator Assistant Evaluations.** The Parties agree that data maintained by the District with respect to individuals who perform services on a voluntary basis for the District is defined as personnel data by the MGDPA, Minn. Stat. § 13.43. In the event Requesting Entity requests information from the District that is not classified as public data pursuant to Minn. Stat. § 13.43, subd. 2, Requesting Entity shall obtain a written consent of the subject of the data prior to requesting the data from the District.

- 7. **Term.** This agreement shall be valid from the date duly approved by both Parties through June 30, 2020. On July 1, 2020, this agreement shall terminate and the District will terminate the ability of the individuals described in Paragraph 4(a) to access Protected Student Data.
- 8. **Successors and Assigns.** This Agreement will be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns. No Party may assign or transfer this Agreement or any of its rights, interests or obligations hereunder without the prior written consent of the other Party.
- 9. **Amendment/Modification.** This Agreement may be amended or modified only by a writing executed by the Parties. No custom or practice of the Parties at variance with the terms hereof will have any effect.
- 10. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding of the parties relative to the subject matter hereof. The parties have not relied upon any promises, representations, warranties, agreements, covenants or undertakings, other than those expressly set forth or referred to herein. This Agreement replaces and supersedes any and all prior oral or written agreements, representations and discussions relating to such subject matter.

IN WITNESS HEREOF, the Parties have executed this Agreement as of the date first written above.

DATE: 5/30/2019

By: 
Director of Assessment / Evaluation / Performance

DATE: 5/30/2019

By: Alice Jacobson Alice Jacobson
Title: TRUE NORTH AMERICORPS DIRECTOR
Phone: (218) 722-4745 x169

DATE: _____

By: _____
School Board Chair, Duluth School District 709

**DATA SHARING AGREEMENT FOR RELEASE
OF DATA UNDER "SCHOOL OFFICIAL" EXCEPTION**

This Data Sharing Agreement ("Agreement") between Independent School District No. 709, Duluth Public Schools ("District") and THE COLLEGE OF ST. SCHOLASTICA, TRIO TALENT SEARCH is entered into as of July 1, 2019 ("Effective Date"). The District and THE COLLEGE OF ST. SCHOLASTICA, TRIO TALENT SEARCH are referred to collectively as the "Parties."

WHEREAS, certain individuals affiliated with THE COLLEGE OF ST. SCHOLASTICA, TRIO TALENT SEARCH (hereinafter "Requesting Entity") will provide *EDUCATIONAL SUPPORT* to the District for the 2019-2020 school year; and

WHEREAS, the services to be provided by individuals affiliated with Requesting Entity are institutional services and functions for which the District would otherwise use its own employees; and

WHEREAS, the District anticipates individuals affiliated with Requesting Entity will be required to access personally identifiable information related to students and educational data in order to effectively provide services to the District; and

WHEREAS, both the Family Educational Rights and Privacy Act ("FERPA") and the Minnesota Government Data Practices Act ("MGDPA") allow certain contractors, consultants, volunteers, and other parties to access information that would otherwise be protected from disclosure under a "school official" exception; and

WHEREAS, individuals affiliated with Requesting Entity will be providing services in a manner that meets the relevant requirements to qualify as a "school official" under both FERPA and the MGDPA; and

WHEREAS, the Parties wish to enter into this Agreement in order to outline in greater detail the terms and conditions upon which individuals affiliated with Requesting Entity will be granted access to certain protected student data as a "school official."

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree to the following:

1. **Services Provided to District.** Requesting Entity is a *NON - PROFIT ORGANIZATION* whose *TUTOR* will provide *EDUCATIONAL SUPPORT* to the District. The services to be provided to the District are institutional services and functions for which the District would otherwise use its own employees.
2. **Protected Student Data Defined.** "Protected Student Data" means any data defined as "personally identifiable information" contained in educational records.

as the term is defined in FERPA and its implementing regulations, 20 U.S.C. § 1232g and 34 C.F.R. § 99.31, or “educational data” as defined in the MGDPA, Minn. Stat. § 13.32.

3. **Types of Data to be Accessed.** In the course of providing the services described in Paragraph 1, individuals affiliated with Requesting Entity will have a legitimate need to access Protected Student Data in the form of ATTENDANCE, GRADES, GRADEBOOK, TRANSCRIPTS, TEST SCORES AND SCHEDULES. The data described in this Paragraph is subject to disclosure restrictions imposed by FERPA and the MGDPA.

4. **District’s Control over Use and Maintenance of Data.** The following terms and conditions will govern the manner in which individuals affiliated with Requesting Entity will have access to Protected Student Data:
 - a. *TUTOR* shall be the only representatives of Requesting Entity granted access to Protected Student Data in accordance with the terms of this Agreement. Protected Student Data shall not be shared with any employee, agent, volunteer, or other affiliate of Requesting Entity who is not within the group of individuals defined in this Paragraph. Prior to being granted access to Protected Student Data, each STUDENT TEACHERS must review and sign the acknowledgement and consent form attached hereto as Exhibit A.

 - b. Requesting Entity shall not attempt to use, access, or maintain Protected Student Data for any reason other than purposes legitimately necessary for its TUTOR to provide the services referenced in Paragraph 1. Requesting Entity shall not maintain its own files, documents, or any other form of records containing Protected Student Data or attempt to obtain access to Protected Student Data for anyone other than an individual described Paragraph 4(a).

 - c. The use and maintenance of Protected Student Data by TUTOR TEACHERS shall be at all times subject to the District’s direct control.

 - d. Individuals providing services as TUTOR shall be granted access to Protected Student Data through the District’s Infinite Campus system in a manner deemed appropriate by the District. Requesting Entity shall supply the District with a list of the names of the individuals providing services as TUTOR to the principal of the building in which each individual will be providing services. Upon receipt of the list of names, the District will determine using its sole discretion the extent to which each individual will be granted access to Protected Student Data through the Infinite Campus system. Under no circumstance will an individual be granted greater access

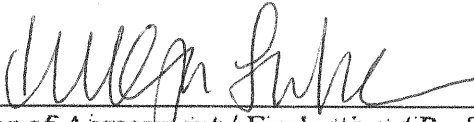
to Protected Student Data than what is legitimately necessary to effectively provide the services listed in Paragraph 1. The District retains the right to alter at any time and in its sole discretion the manner in which individuals providing services as TUTOR access Protected Student Data. No individual will be granted access to Protected Student Data unless the person has signed the form attached as Exhibit A and provided a copy to the principal of the building in which the individual will be providing services.

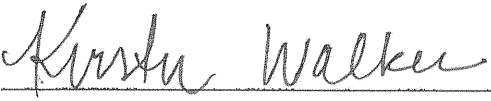
- e. The individuals providing services as TUTOR shall not copy, duplicate, alter, modify, or otherwise make changes to or reproductions of Protected Student Data unless legitimately necessary to perform the services described in Paragraph 1. If any individual who has been granted access to data in accordance with this agreement has maintained copies or other reproductions of Protected Student Data for legitimate purposes, such copies or other reproductions must be destroyed within 30 days of the expiration of this Agreement.
 - f. The District reserves the right to restrict, modify, or discontinue the use and maintenance of Protected Student Data authorized by this agreement for any reason. If the District exercises its sole discretion to restrict or cancel access to data, Requesting Entity and/or its affected representatives shall destroy any copies or reproductions of data which they no longer have access in accordance with the timeframe and requirements of Paragraph 4(f) of this Agreement.
5. **Redisclosure of Protected Student Data.** In the course of performing the services described in Paragraph 1, the Parties agree that individuals providing services to the district as STUDENT TEACHERS shall not redisclose Protected Student Data to any representative of Requesting Entity not within the class of individuals identified in Paragraph 4(a) or any person or party other than a school official with a legitimate need to access the data unless disclosure is specifically authorized or required by law. In the event a parent or eligible student requests disclosure of Protected Student Data to a third party, Requesting Entity and its representatives shall direct the requesting parent or eligible student to the appropriate building principal, who will process each request to disclose Protected Student Data in accordance with applicable District policies and procedures.
6. **Data Related to TUTOR Evaluations.** The Parties agree that data maintained by the District with respect to individuals who perform services on a voluntary basis for the District is defined as personnel data by the MGDPA, Minn. Stat. § 13.43. In the event Requesting Entity requests information from the District that is not classified as public data pursuant to Minn. Stat. § 13.43, subd. 2, Requesting

Entity shall obtain a written consent of the subject of the data prior to requesting the data from the District.

- 7. **Term.** This agreement shall be valid from the date duly approved by both Parties through June 30, 2020. On July 1, 2020, this agreement shall terminate and the District will terminate the ability of the individuals described in Paragraph 4(a) to access Protected Student Data.
- 8. **Successors and Assigns.** This Agreement will be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns. No Party may assign or transfer this Agreement or any of its rights, interests or obligations hereunder without the prior written consent of the other Party.
- 9. **Amendment/Modification.** This Agreement may be amended or modified only by a writing executed by the Parties. No custom or practice of the Parties at variance with the terms hereof will have any effect.
- 10. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding of the parties relative to the subject matter hereof. The parties have not relied upon any promises, representations, warranties, agreements, covenants or undertakings, other than those expressly set forth or referred to herein. This Agreement replaces and supersedes any and all prior oral or written agreements, representations and discussions relating to such subject matter.

IN WITNESS HEREOF, the Parties have executed this Agreement as of the date first written above.

DATE: 6-4-19 By: 
 Director of Assessment / Evaluation / Performance

DATE: 6-4-19 By: 
 Title: Director - TRIO Talent Search
 Phone: 218-723-5952

DATE: _____ By: _____
 School Board Chair, Duluth School District 709

**DATA SHARING AGREEMENT FOR RELEASE
OF DATA UNDER "SCHOOL OFFICIAL" EXCEPTION**

This Data Sharing Agreement ("Agreement") between Independent School District No. 709, Duluth Public Schools ("District") and THE COLLEGE OF ST. SCHOLASTICA, UPWARD BOUND, is entered into as of July 1, 2019 ("Effective Date"). The District and THE COLLEGE OF ST. SCHOLASTICA, UPWARD BOUND are referred to collectively as the "Parties."

WHEREAS, certain individuals affiliated with THE COLLEGE OF ST. SCHOLASTICA, UPWARD BOUND (hereinafter "Requesting Entity") will provide *EDUCATIONAL SUPPORT* to the District for the 2019-2020 school year; and

WHEREAS, the services to be provided by individuals affiliated with Requesting Entity are institutional services and functions for which the District would otherwise use its own employees; and

WHEREAS, the District anticipates individuals affiliated with Requesting Entity will be required to access personally identifiable information related to students and educational data in order to effectively provide services to the District; and

WHEREAS, both the Family Educational Rights and Privacy Act ("FERPA") and the Minnesota Government Data Practices Act ("MGDPA") allow certain contractors, consultants, volunteers, and other parties to access information that would otherwise be protected from disclosure under a "school official" exception; and

WHEREAS, individuals affiliated with Requesting Entity will be providing services in a manner that meets the relevant requirements to qualify as a "school official" under both FERPA and the MGDPA; and

WHEREAS, the Parties wish to enter into this Agreement in order to outline in greater detail the terms and conditions upon which individuals affiliated with Requesting Entity will be granted access to certain protected student data as a "school official."

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree to the following:

1. **Services Provided to District.** Requesting Entity is a NON-PROFIT ORGANIZATION whose *TUTOR* will provide *EDUCATIONAL SUPPORT* to the District. The services to be provided to the District are institutional services and functions for which the District would otherwise use its own employees.
2. **Protected Student Data Defined.** "Protected Student Data" means any data defined as "personally identifiable information" contained in educational records as the term is defined in FERPA and its implementing regulations, 20 U.S.C. §

1232g and 34 C.F.R. § 99.31, or “educational data” as defined in the MGDPA, Minn. Stat. § 13.32.

3. **Types of Data to be Accessed.** In the course of providing the services described in Paragraph 1, individuals affiliated with Requesting Entity will have a legitimate need to access Protected Student Data in the form of ATTENDANCE, GRADES, GRADEBOOK, TRANSCRIPTS, TEST SCORES AND SCHEDULES. The data described in this Paragraph is subject to disclosure restrictions imposed by FERPA and the MGDPA.

4. **District’s Control over Use and Maintenance of Data.** The following terms and conditions will govern the manner in which individuals affiliated with Requesting Entity will have access to Protected Student Data:
 - a. *TUTOR* shall be the only representatives of Requesting Entity granted access to Protected Student Data in accordance with the terms of this Agreement. Protected Student Data shall not be shared with any employee, agent, volunteer, or other affiliate of Requesting Entity who is not within the group of individuals defined in this Paragraph. Prior to being granted access to Protected Student Data, each TUTOR must review and sign the acknowledgement and consent form attached hereto as Exhibit A.

 - b. Requesting Entity shall not attempt to use, access, or maintain Protected Student Data for any reason other than purposes legitimately necessary for its TUTOR to provide the services referenced in Paragraph 1. Requesting Entity shall not maintain its own files, documents, or any other form of records containing Protected Student Data or attempt to obtain access to Protected Student Data for anyone other than an individual described Paragraph 4(a).

 - c. The use and maintenance of Protected Student Data by TUTOR shall be at all times subject to the District’s direct control.

 - d. Individuals providing services as TUTOR shall be granted access to Protected Student Data through the District’s Infinite Campus system in a manner deemed appropriate by the District. Requesting Entity shall supply the District with a list of the names of the individuals providing services as TUTOR to the principal of the building in which each individual will be providing services. Upon receipt of the list of names, the District will determine using its sole discretion the extent to which each individual will be granted access to Protected Student Data through the Infinite Campus system. Under no circumstance will an individual be granted greater access to Protected Student Data than what is legitimately necessary to effectively provide the services listed in Paragraph 1. The District retains the right to alter at any time and in its sole discretion the manner in which individuals

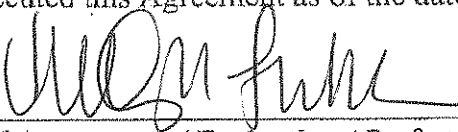
providing services as TUTOR access Protected Student Data. No individual will be granted access to Protected Student Data unless the person has signed the form attached as Exhibit A and provided a copy to the principal of the building in which the individual will be providing services.

- e. The individuals providing services as TUTOR shall not copy, duplicate, alter, modify, or otherwise make changes to or reproductions of Protected Student Data unless legitimately necessary to perform the services described in Paragraph 1. If any individual who has been granted access to data in accordance with this agreement has maintained copies or other reproductions of Protected Student Data for legitimate purposes, such copies or other reproductions must be destroyed within 30 days of the expiration of this Agreement.
 - f. The District reserves the right to restrict, modify, or discontinue the use and maintenance of Protected Student Data authorized by this agreement for any reason. If the District exercises its sole discretion to restrict or cancel access to data, Requesting Entity and/or its affected representatives shall destroy any copies or reproductions of data which they no longer have access in accordance with the timeframe and requirements of Paragraph 4(f) of this Agreement.
5. **Rediscovery of Protected Student Data.** In the course of performing the services described in Paragraph 1, the Parties agree that individuals providing services to the district as TUTOR shall not redisclose Protected Student Data to any representative of Requesting Entity not within the class of individuals identified in Paragraph 4(a) or any person or party other than a school official with a legitimate need to access the data unless disclosure is specifically authorized or required by law. In the event a parent or eligible student requests disclosure of Protected Student Data to a third party, Requesting Entity and its representatives shall direct the requesting parent or eligible student to the appropriate building principal, who will process each request to disclose Protected Student Data in accordance with applicable District policies and procedures.
6. **Data Related to TUTOR Evaluations.** The Parties agree that data maintained by the District with respect to individuals who perform services on a voluntary basis for the District is defined as personnel data by the MGDPA, Minn. Stat. § 13.43. In the event Requesting Entity requests information from the District that is not classified as public data pursuant to Minn. Stat. § 13.43, subd. 2, Requesting Entity shall obtain a written consent of the subject of the data prior to requesting the data from the District.

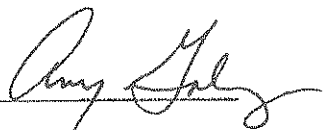
- 7. **Term.** This agreement shall be valid from the date duly approved by both Parties through June 30, 2020. On July 1, 2020, this agreement shall terminate and the District will terminate the ability of the individuals described in Paragraph 4(a) to access Protected Student Data.
- 8. **Successors and Assigns.** This Agreement will be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns. No Party may assign or transfer this Agreement or any of its rights, interests or obligations hereunder without the prior written consent of the other Party.
- 9. **Amendment/Modification.** This Agreement may be amended or modified only by a writing executed by the Parties. No custom or practice of the Parties at variance with the terms hereof will have any effect.
- 10. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding of the parties relative to the subject matter hereof. The parties have not relied upon any promises, representations, warranties, agreements, covenants or undertakings, other than those expressly set forth or referred to herein. This Agreement replaces and supersedes any and all prior oral or written agreements, representations and discussions relating to such subject matter.

IN WITNESS HEREOF, the Parties have executed this Agreement as of the date first written above.

DATE: 6-4-19

By: 
Director of Assessment / Evaluation / Performance

DATE: 6-4-19

By: Amy Galarowicz 
Title: DIRECTOR UPWARD BOUND & UPWARD BOUND MATH + SCIENCE
Phone: 218-723-6760

DATE: _____

By: _____
School Board Chair, Duluth School District 709

**DATA SHARING AGREEMENT FOR RELEASE
OF DATA UNDER "SCHOOL OFFICIAL" EXCEPTION**

This Data Sharing Agreement ("Agreement") between Independent School District No. 709, Duluth Public Schools ("District") and LUTHERAN SOCIAL SERVICES, is entered into as of July 1, 2019 ("Effective Date"). The District and LUTHERAN SOCIAL SERVICES are referred to collectively as the "Parties."

WHEREAS, certain individuals affiliated with LUTHERAN SOCIAL SERVICES (hereinafter "Requesting Entity") will provide *EDUCATIONAL SUPPORT* to the District for the 2019-2020 school year; and

WHEREAS, the services to be provided by individuals affiliated with Requesting Entity are institutional services and functions for which the District would otherwise use its own employees; and

WHEREAS, the District anticipates individuals affiliated with Requesting Entity will be required to access personally identifiable information related to students and educational data in order to effectively provide services to the District; and

WHEREAS, both the Family Educational Rights and Privacy Act ("FERPA") and the Minnesota Government Data Practices Act ("MGDPA") allow certain contractors, consultants, volunteers, and other parties to access information that would otherwise be protected from disclosure under a "school official" exception; and

WHEREAS, individuals affiliated with Requesting Entity will be providing services in a manner that meets the relevant requirements to qualify as a "school official" under both FERPA and the MGDPA; and

WHEREAS, the Parties wish to enter into this Agreement in order to outline in greater detail the terms and conditions upon which individuals affiliated with Requesting Entity will be granted access to certain protected student data as a "school official."

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree to the following:

1. **Services Provided to District.** Requesting Entity is a NON-PROFIT ORGANIZATION whose *STUDENT/FAMILY ADVOCATE* will provide *EDUCATIONAL SUPPORT* to the District. The services to be provided to the District are institutional services and functions for which the District would otherwise use its own employees.
2. **Protected Student Data Defined.** "Protected Student Data" means any data defined as "personally identifiable information" contained in educational records as the term is defined in FERPA and its implementing regulations, 20 U.S.C. §

3. **Types of Data to be Accessed.** In the course of providing the services described in Paragraph 1, individuals affiliated with Requesting Entity will have a legitimate need to access Protected Student Data in the form of ATTENDANCE, GRADES, GRADEBOOK, TRANSCRIPTS, TEST SCORES AND SCHEDULES. The data described in this Paragraph is subject to disclosure restrictions imposed by FERPA and the MGDPA.

4. **District's Control over Use and Maintenance of Data.** The following terms and conditions will govern the manner in which individuals affiliated with Requesting Entity will have access to Protected Student Data:
 - a. *STUDENT/FAMILY ADVOCATES* shall be the only representatives of Requesting Entity granted access to Protected Student Data in accordance with the terms of this Agreement. Protected Student Data shall not be shared with any employee, agent, volunteer, or other affiliate of Requesting Entity who is not within the group of individuals defined in this Paragraph. Prior to being granted access to Protected Student Data, each *STUDENT/FAMILY ADVOCATE* must review and sign the acknowledgement and consent form attached hereto as Exhibit A.

 - b. Requesting Entity shall not attempt to use, access, or maintain Protected Student Data for any reason other than purposes legitimately necessary for its Student Family Advocate to provide the services referenced in Paragraph 1. Requesting Entity shall not maintain its own files, documents, or any other form of records containing Protected Student Data or attempt to obtain access to Protected Student Data for anyone other than an individual described Paragraph 4(a).

 - c. The use and maintenance of Protected Student Data by *STUDENT/FAMILY ADVOCATES* shall be at all times subject to the District's direct control.

 - d. Individuals providing services as *STUDENT/FAMILY ADVOCATES* shall be granted access to Protected Student Data through the District's Infinite Campus system in a manner deemed appropriate by the District. Requesting Entity shall supply the District with a list of the names of the individuals providing services as *STUDENT/FAMILY ADVOCATES* to the principal of the building in which each individual will be providing services. Upon receipt of the list of names, the District will determine using its sole discretion the extent to which each individual will be granted access to Protected Student Data through the Infinite Campus system. Under no circumstance will an individual be granted greater access to Protected Student Data than what is legitimately necessary to effectively

provide the services listed in Paragraph 1. The District retains the right to alter at any time and in its sole discretion the manner in which individuals providing services as Student/Family Advocates access Protected Student Data. No individual will be granted access to Protected Student Data unless the person has signed the form attached as Exhibit A and provided a copy to the principal of the building in which the individual will be providing services.

- e. The individuals providing services as *STUDENT/FAMILY ADVOCATES* shall not copy, duplicate, alter, modify, or otherwise make changes to or reproductions of Protected Student Data unless legitimately necessary to perform the services described in Paragraph 1. If any individual who has been granted access to data in accordance with this agreement has maintained copies or other reproductions of Protected Student Data for legitimate purposes, such copies or other reproductions must be destroyed within 30 days of the expiration of this Agreement.
 - f. The District reserves the right to restrict, modify, or discontinue the use and maintenance of Protected Student Data authorized by this agreement for any reason. If the District exercises its sole discretion to restrict or cancel access to data, Requesting Entity and/or its affected representatives shall destroy any copies or reproductions of data which they no longer have access in accordance with the timeframe and requirements of Paragraph 4(f) of this Agreement.
5. **Redisclosure of Protected Student Data.** In the course of performing the services described in Paragraph 1, the Parties agree that individuals providing services to the district as *STUDENT/FAMILY ADVOCATES* shall not redisclose Protected Student Data to any representative of Requesting Entity not within the class of individuals identified in Paragraph 4(a) or any person or party other than a school official with a legitimate need to access the data unless disclosure is specifically authorized or required by law. In the event a parent or eligible student requests disclosure of Protected Student Data to a third party, Requesting Entity and its representatives shall direct the requesting parent or eligible student to the appropriate building principal, who will process each request to disclose Protected Student Data in accordance with applicable District policies and procedures.
6. **Data Related to Student/Family Advocate Evaluations.** The Parties agree that data maintained by the District with respect to individuals who perform services on a voluntary basis for the District is defined as personnel data by the MGDPA, Minn. Stat. § 13.43. In the event Requesting Entity requests information from the District that is not classified as public data pursuant to Minn. Stat. § 13.43, subd. 2, Requesting Entity shall obtain a written consent of the subject of the data prior to requesting the data from the District.

- 7. **Term.** This agreement shall be valid from the date duly approved by both Parties through June 30, 2020. On July 1, 2020, this agreement shall terminate and the District will terminate the ability of the individuals described in Paragraph 4(a) to access Protected Student Data.
- 8. **Successors and Assigns.** This Agreement will be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns. No Party may assign or transfer this Agreement or any of its rights, interests or obligations hereunder without the prior written consent of the other Party.
- 9. **Amendment/Modification.** This Agreement may be amended or modified only by a writing executed by the Parties. No custom or practice of the Parties at variance with the terms hereof will have any effect.
- 10. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding of the parties relative to the subject matter hereof. The parties have not relied upon any promises, representations, warranties, agreements, covenants or undertakings, other than those expressly set forth or referred to herein. This Agreement replaces and supersedes any and all prior oral or written agreements, representations and discussions relating to such subject matter.

IN WITNESS HEREOF, the Parties have executed this Agreement as of the date first written above.

DATE: 6.5.19

By: [Signature]
Director of Assessment / Evaluation / Performance

DATE: 8/31/19

By: [Signature] MSW, LGSW
Title: Program Manager - TAP
Phone: 218-330-2340

DATE: _____

By: _____
School Board Chair, Duluth School District 709

**DATA SHARING AGREEMENT FOR RELEASE
OF DATA UNDER “SCHOOL OFFICIAL” EXCEPTION**

This Data Sharing Agreement (“Agreement”) between Independent School District No. 709, Duluth Public Schools (“District”) and YES Duluth, Duluth Workforce Development, is entered into as of July 1, 2019 (“Effective Date”). The District and YES Duluth, Duluth Workforce Development are referred to collectively as the “Parties.”

WHEREAS, certain individuals affiliated with YES Duluth, Duluth Workforce Development (hereinafter “Requesting Entity”) will provide *EDUCATIONAL SUPPORT* to the District for the 2019-2020 school year; and

WHEREAS, the services to be provided by individuals affiliated with Requesting Entity are institutional services and functions for which the District would otherwise use its own employees; and

WHEREAS, the District anticipates individuals affiliated with Requesting Entity will be required to access personally identifiable information related to students and educational data in order to effectively provide services to the District; and

WHEREAS, both the Family Educational Rights and Privacy Act (“FERPA”) and the Minnesota Government Data Practices Act (“MGDPA”) allow certain contractors, consultants, volunteers, and other parties to access information that would otherwise be protected from disclosure under a “school official” exception; and

WHEREAS, individuals affiliated with Requesting Entity will be providing services in a manner that meets the relevant requirements to qualify as a “school official” under both FERPA and the MGDPA; and

WHEREAS, the Parties wish to enter into this Agreement in order to outline in greater detail the terms and conditions upon which individuals affiliated with Requesting Entity will be granted access to certain protected student data as a “school official.”

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree to the following:

1. **Services Provided to District.** Requesting Entity is a GOVERNMENT AGENCY whose *YOUTH EMPLOYMENT SPECIALIST* will provide *EDUCATIONAL SUPPORT* to the District. The services to be provided to the District are institutional services and functions for which the District would otherwise use its own employees.
2. **Protected Student Data Defined.** “Protected Student Data” means any data defined as “personally identifiable information” contained in educational records as the term is defined in FERPA and its implementing regulations, 20 U.S.C. §

3. **Types of Data to be Accessed.** In the course of providing the services described in Paragraph 1, individuals affiliated with Requesting Entity will have a legitimate need to access Protected Student Data in the form of ATTENDANCE, GRADES, GRADEBOOK, TRANSCRIPTS, TEST SCORES AND SCHEDULES. The data described in this Paragraph is subject to disclosure restrictions imposed by FERPA and the MGDPA.

4. **District’s Control over Use and Maintenance of Data.** The following terms and conditions will govern the manner in which individuals affiliated with Requesting Entity will have access to Protected Student Data:
 - a. *The YOUTH EMPLOYMENT SPECIALIST* shall be the only representatives of Requesting Entity granted access to Protected Student Data in accordance with the terms of this Agreement. Protected Student Data shall not be shared with any employee, agent, volunteer, or other affiliate of Requesting Entity who is not within the group of individuals defined in this Paragraph. Prior to being granted access to Protected Student Data, each YOUTH EMPLOYMENT SPECIALIST must review and sign the acknowledgement and consent form attached hereto as Exhibit A.

 - b. Requesting Entity shall not attempt to use, access, or maintain Protected Student Data for any reason other than purposes legitimately necessary for its the YOUTH EMPLOYMENT SPECIALIST to provide the services referenced in Paragraph 1. Requesting Entity shall not maintain its own files, documents, or any other form of records containing Protected Student Data or attempt to obtain access to Protected Student Data for anyone other than an individual described Paragraph 4(a).

 - c. The use and maintenance of Protected Student Data by the YOUTH EMPLOYMENT SPECIALIST shall be at all times subject to the District’s direct control.

 - d. Individuals providing services as a YOUTH EMPLOYMENT SPECIALIST shall be granted access to Protected Student Data through the District’s Infinite Campus system in a manner deemed appropriate by the District. Requesting Entity shall supply the District with a list of the names as well as signed consent forms for the individuals to whom the “Youth Employment Specialist” will be providing services. Upon receipt of the list of names, the District will determine using its sole discretion the extent to which each individual will be granted access to Protected Student Data through the Infinite Campus system. Under no circumstance will an individual be granted greater access to Protected Student Data than what is

legitimately necessary to effectively provide the services listed in Paragraph 1. The District retains the right to alter at any time and in its sole discretion the manner in which individuals providing services as a YOUTH EMPLOYMENT SPECIALIST access Protected Student Data. No individual will be granted access to Protected Student Data unless the person has signed the form attached as Exhibit A and provided a copy to the principal of the building in which the individual will be providing services.

- e. The individuals providing services as YOUTH EMPLOYMENT SPECIALIST shall not copy, duplicate, alter, modify, or otherwise make changes to or reproductions of Protected Student Data unless legitimately necessary to perform the services described in Paragraph 1. If any individual who has been granted access to data in accordance with this agreement has maintained copies or other reproductions of Protected Student Data for legitimate purposes, such copies or other reproductions must be destroyed within 30 days of the expiration of this Agreement.
 - f. The District reserves the right to restrict, modify, or discontinue the use and maintenance of Protected Student Data authorized by this agreement for any reason. If the District exercises its sole discretion to restrict or cancel access to data, Requesting Entity and/or its affected representatives shall destroy any copies or reproductions of data which they no longer have access in accordance with the timeframe and requirements of Paragraph 4(f) of this Agreement.
5. **Redisclosure of Protected Student Data.** In the course of performing the services described in Paragraph 1, the Parties agree that individuals providing services to the district as a YOUTH EMPLOYMENT SPECIALIST shall not redisclose Protected Student Data to any representative of Requesting Entity not within the class of individuals identified in Paragraph 4(a) or any person or party other than a school official with a legitimate need to access the data unless disclosure is specifically authorized or required by law. In the event a parent or eligible student requests disclosure of Protected Student Data to a third party, Requesting Entity and its representatives shall direct the requesting parent or eligible student to the appropriate building principal, who will process each request to disclose Protected Student Data in accordance with applicable District policies and procedures.
6. **Data Related to Evaluations.** The Parties agree that data maintained by the District with respect to individuals who perform services on a voluntary basis for the District is defined as personnel data by the MGDPA, Minn. Stat. § 13.43. In the event Requesting Entity requests information from the District that is not classified as public data pursuant to Minn. Stat. § 13.43, subd. 2, Requesting

Entity shall obtain a written consent of the subject of the data prior to requesting the data from the District.

- 7. **Term.** This agreement shall be valid from the date duly approved by both Parties through June 30, 2020. On July 1, 2020, this agreement shall terminate and the District will terminate the ability of the individuals described in Paragraph 4(a) to access Protected Student Data.
- 8. **Successors and Assigns.** This Agreement will be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns. No Party may assign or transfer this Agreement or any of its rights, interests or obligations hereunder without the prior written consent of the other Party.
- 9. **Amendment/Modification.** This Agreement may be amended or modified only by a writing executed by the Parties. No custom or practice of the Parties at variance with the terms hereof will have any effect.
- 10. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding of the parties relative to the subject matter hereof. The parties have not relied upon any promises, representations, warranties, agreements, covenants or undertakings, other than those expressly set forth or referred to herein. This Agreement replaces and supersedes any and all prior oral or written agreements, representations and discussions relating to such subject matter.

IN WITNESS HEREOF, the Parties have executed this Agreement as of the date first written above.

DATE: 6.5.19

By: [Signature]
Director of Assessment / Evaluation / Performance

DATE: 6/5/19

By: [Signature]

Title: Director of Workforce Development

Phone: 218-730-5241

DATE: _____

By: _____
School Board Chair, Duluth School District 709

**DATA SHARING AGREEMENT FOR RELEASE
OF DATA UNDER “SCHOOL OFFICIAL” EXCEPTION**

This Data Sharing Agreement (“Agreement”) between Independent School District No. 709, Duluth Public Schools (“District”) and YWCA, GIRL POWER, is entered into as of July 1, 2019 (“Effective Date”). The District and YWCA, GIRL POWER are referred to collectively as the “Parties.”

WHEREAS, certain individuals affiliated with YWCA, GIRL POWER (hereinafter “Requesting Entity”) will provide *EDUCATIONAL SUPPORT* to the District for the 2019-2020 school year; and

WHEREAS, the services to be provided by individuals affiliated with Requesting Entity are institutional services and functions for which the District would otherwise use its own employees; and

WHEREAS, the District anticipates individuals affiliated with Requesting Entity will be required to access personally identifiable information related to students and educational data in order to effectively provide services to the District; and

WHEREAS, both the Family Educational Rights and Privacy Act (“FERPA”) and the Minnesota Government Data Practices Act (“MGDPA”) allow certain contractors, consultants, volunteers, and other parties to access information that would otherwise be protected from disclosure under a “school official” exception; and

WHEREAS, individuals affiliated with Requesting Entity will be providing services in a manner that meets the relevant requirements to qualify as a “school official” under both FERPA and the MGDPA; and

WHEREAS, the Parties wish to enter into this Agreement in order to outline in greater detail the terms and conditions upon which individuals affiliated with Requesting Entity will be granted access to certain protected student data as a “school official.”

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree to the following:

1. **Services Provided to District.** Requesting Entity is a NON-PROFIT ORGANIZATION whose TUTOR will provide *EDUCATIONAL SUPPORT* to the District. The services to be provided to the District are institutional services and functions for which the District would otherwise use its own employees.
2. **Protected Student Data Defined.** “Protected Student Data” means any data defined as “personally identifiable information” contained in educational records as the term is defined in FERPA and its implementing regulations, 20 U.S.C. §

3. **Types of Data to be Accessed.** In the course of providing the services described in Paragraph 1, individuals affiliated with Requesting Entity will have a legitimate need to access Protected Student Data in the form of ATTENDANCE, GRADES, GRADEBOOK, TRANSCRIPTS, TEST SCORES AND SCHEDULES. The data described in this Paragraph is subject to disclosure restrictions imposed by FERPA and the MGDPA.
4. **District’s Control over Use and Maintenance of Data.** The following terms and conditions will govern the manner in which individuals affiliated with Requesting Entity will have access to Protected Student Data:
 - a. *TUTOR* shall be the only representatives of Requesting Entity granted access to Protected Student Data in accordance with the terms of this Agreement. Protected Student Data shall not be shared with any employee, agent, volunteer, or other affiliate of Requesting Entity who is not within the group of individuals defined in this Paragraph. Prior to being granted access to Protected Student Data, each TUTOR must review and sign the acknowledgement and consent form attached hereto as Exhibit A.
 - b. Requesting Entity shall not attempt to use, access, or maintain Protected Student Data for any reason other than purposes legitimately necessary for its TUTOR to provide the services referenced in Paragraph 1. Requesting Entity shall not maintain its own files, documents, or any other form of records containing Protected Student Data or attempt to obtain access to Protected Student Data for anyone other than an individual described Paragraph 4(a).
 - c. The use and maintenance of Protected Student Data by TUTOR shall be at all times subject to the District’s direct control.
 - d. Individuals providing services as TUTOR shall be granted access to Protected Student Data through the District’s Infinite Campus system in a manner deemed appropriate by the District. Requesting Entity shall supply the District with a list of the names of the individuals providing services as TUTOR to the principal of the building in which each individual will be providing services. Upon receipt of the list of names, the District will determine using its sole discretion the extent to which each individual will be granted access to Protected Student Data through the Infinite Campus system. Under no circumstance will an individual be granted greater access to Protected Student Data than what is legitimately necessary to effectively provide the services listed in Paragraph 1. The District retains the right to alter at any time and in its sole discretion the manner in which individuals

providing services as TUTOR access Protected Student Data. No individual will be granted access to Protected Student Data unless the person has signed the form attached as Exhibit A and provided a copy to the principal of the building in which the individual will be providing services.

- e. The individuals providing services as TUTOR shall not copy, duplicate, alter, modify, or otherwise make changes to or reproductions of Protected Student Data unless legitimately necessary to perform the services described in Paragraph 1. If any individual who has been granted access to data in accordance with this agreement has maintained copies or other reproductions of Protected Student Data for legitimate purposes, such copies or other reproductions must be destroyed within 30 days of the expiration of this Agreement.
 - f. The District reserves the right to restrict, modify, or discontinue the use and maintenance of Protected Student Data authorized by this agreement for any reason. If the District exercises its sole discretion to restrict or cancel access to data, Requesting Entity and/or its affected representatives shall destroy any copies or reproductions of data which they no longer have access in accordance with the timeframe and requirements of Paragraph 4(f) of this Agreement.
5. **Redisclosure of Protected Student Data.** In the course of performing the services described in Paragraph 1, the Parties agree that individuals providing services to the district as TUTOR shall not redisclose Protected Student Data to any representative of Requesting Entity not within the class of individuals identified in Paragraph 4(a) or any person or party other than a school official with a legitimate need to access the data unless disclosure is specifically authorized or required by law. In the event a parent or eligible student requests disclosure of Protected Student Data to a third party, Requesting Entity and its representatives shall direct the requesting parent or eligible student to the appropriate building principal, who will process each request to disclose Protected Student Data in accordance with applicable District policies and procedures.
6. **Data Related to TUTOR Evaluations.** The Parties agree that data maintained by the District with respect to individuals who perform services on a voluntary basis for the District is defined as personnel data by the MGDPA, Minn. Stat. § 13.43. In the event Requesting Entity requests information from the District that is not classified as public data pursuant to Minn. Stat. § 13.43, subd. 2, Requesting Entity shall obtain a written consent of the subject of the data prior to requesting the data from the District.

- 7. **Term.** This agreement shall be valid from the date duly approved by both Parties through June 30, 2020. On July 1, 2020, this agreement shall terminate and the District will terminate the ability of the individuals described in Paragraph 4(a) to access Protected Student Data.
- 8. **Successors and Assigns.** This Agreement will be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns. No Party may assign or transfer this Agreement or any of its rights, interests or obligations hereunder without the prior written consent of the other Party.
- 9. **Amendment/Modification.** This Agreement may be amended or modified only by a writing executed by the Parties. No custom or practice of the Parties at variance with the terms hereof will have any effect.
- 10. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding of the parties relative to the subject matter hereof. The parties have not relied upon any promises, representations, warranties, agreements, covenants or undertakings, other than those expressly set forth or referred to herein. This Agreement replaces and supersedes any and all prior oral or written agreements, representations and discussions relating to such subject matter.

IN WITNESS HEREOF, the Parties have executed this Agreement as of the date first written above. 6-11-19

DATE: 6-10-2019

By: [Signature]
Director of Assessment / Evaluation / Performance

DATE: 6-10-2019

By: Danielle Norkunas

Title: Administrative Director

Phone: 218-722-7425 Ext. 113

DATE: _____

By: _____
School Board Chair, Duluth School District 709

May 27, 2019

William Gronseth
Ind. School Dist. 709
215 N. 1st Ave. E.
Duluth, MN 55802

Dear Mr. Gronseth,

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive his diploma from the school listed.

Name of Graduate/School

Graduation Date

Derrick Lavel Handy

Rockridge Academy

March 14, 2019



Thank you,
Denise Clairmont
Principal

May 13, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Brock Gerald Johnston	Duluth Public Schools	5/10/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

May 13, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Hunter Matthew Wisocki	Duluth Public Schools	5/10/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

May 14, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Analee Adele Bruckelmyer	Duluth Public Schools	5/15/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

May 20, 2019

Jeff Horton, Assistant Superintendent
 Independent School District 709
 215 N 1st Ave E
 Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Daneya Vasilisa Kirven	Duluth Public Schools	5/17/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
 Principal

Michelle Porter
 Administrative Assistant
 Area Learning Center

May 24, 2019

William Gronseth
Ind. School Dist. 709
215 N. 1st Ave. E.
Duluth, MN 55802

Dear Mr. Gronseth,

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive his diploma from the school listed.

<u>Name of Graduate/School</u>	<u>Graduation Date</u>
Adyn Dean Pence Rockridge Academy	May 17, 2019



Thank you,
Denise Clairmont
Principal

May 21, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Linda Cleo Johnson	Duluth Public Schools	5/21/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

June 4, 2019

Jeff Horton, Assistant Superintendent
 Independent School District 709
 215 N 1st Ave E
 Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Logan David Rempert	Duluth Public Schools	5/31/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
 Principal

Michelle Porter
 Administrative Assistant
 Area Learning Center

June 3, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Justin Jenson	Duluth Public Schools	5/31/2019
Simon Ngumo	Duluth Public Schools	5/29/2019
Trinidy N. Nielcen	Duluth Public Schools	5/29/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

June 3, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Keegan R. Suksi	Duluth Public Schools	6/3/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

June 3, 2019

Jeff Horton, Assistant Superintendent
 Independent School District 709
 215 N 1st Ave E
 Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Dakota D Siegle	Duluth Public Schools	6/3/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
 Principal

Michelle Porter
 Administrative Assistant
 Area Learning Center

June 3, 2019

Jeff Horton, Assistant Superintendent
 Independent School District 709
 215 N 1st Ave E
 Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Kyle L. LaPlante	Duluth Public Schools	6/3/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
 Principal

Michelle Porter
 Administrative Assistant
 Area Learning Center

Sent to
Michelle
6/4/19⁷⁰

June 3, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Destiny E. Hegg	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

June 3, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Alexis N. Morris	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

June 3, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Andrew Jakob Olson	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

June 3, 2019

Jeff Horton, Assistant Superintendent
 Independent School District 709
 215 N 1st Ave E
 Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Brendin M. Price	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
 Principal

Michelle Porter
 Administrative Assistant
 Area Learning Center

June 3, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Savannah Rae Walraven	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

Sent to Nichelle
6/14

June 3, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Warren James Johnston	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

Xnt to Michelle
6/4

June 3, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Lon S. Bruckelmyer	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

June 4, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Kadin P. Williams	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

May 20, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Winona M. Killsprettyenemy	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

May 21, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Kent M. Long	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

May 28, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
TyVaughn D. White	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

May 28, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Kayla J. Legore	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

May 28, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Jaiden L. Brickson	Academic Excellence Online	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

May 16, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Joshua M. Canfield	Academic Excellence Online	6/4/2019
Eliana E. Katoch	Academic Excellence Online	6/4/2019
Felicia M. Gustafson	Academic Excellence Online	6/4/2019
Caitlynn J. Pappas	Academic Excellence Online	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Kaya L. Clark	Duluth Public Schools	6/4/2019
Alexis M. Dietz	Duluth Public Schools	6/4/2019
Kyra E. Gibson	Duluth Public Schools	6/4/2019
Danielle M. Grymala	Duluth Public Schools	6/4/2019
Delanie M. Lowney	Duluth Public Schools	6/4/2019
Paul E. Lutz	Duluth Public Schools	6/4/2019
BreAnna K. Miller-Cohen	Duluth Public Schools	6/4/2019
Omri M. Mitchell	Duluth Public Schools	6/4/2019
Sean H. Mitchell	Duluth Public Schools	6/4/2019
Malik B. Moore	Duluth Public Schools	6/4/2019
Miz Janetta D. Paul	Duluth Public Schools	6/4/2019
Hali D. Reilly	Duluth Public Schools	6/4/2019
Kevin J. Skoglund	Duluth Public Schools	6/4/2019
Heaven R. Taylor	Duluth Public Schools	6/4/2019
Aundrey T. Tran	Duluth Public Schools	6/4/2019
Shylan S. Vondall	Duluth Public Schools	6/4/2019
Terrance V. Walker	Duluth Public Schools	6/4/2019
Summer R. Wrazidlo	Duluth Public Schools	6/4/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center


May 24, 2019

William Gronseth
Ind. School Dist. 709
215 N. 1st Ave. E.
Duluth, MN 55802

Dear Mr. Gronseth,

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive his diploma from the school listed.

<u>Name of Graduate/School</u>		<u>Graduation Date</u>
Joshua Yomandam Ali	Rockridge Academy	June 5, 2019


Thank you,
Denise Clairmont
Principal

June 4, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Samantha L. Chrysler	Duluth Public Schools	6/5/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

June 5, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

This is to certify that the person(s) listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive their diploma from the school listed.

<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Cullen Vernon Harder	Duluth Public Schools	6/6/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

June 6, 2019

Jeff Horton, Assistant Superintendent
 Independent School District 709
 215 N 1st Ave E
 Duluth MN 55802

Dear Mr. Horton:

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<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Macie Lila Johnston	Duluth Public Schools	6/6/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
 Principal

Michelle Porter
 Administrative Assistant
 Area Learning Center

June 6, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

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<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Delaney K. Teller	Duluth Public Schools	6/6/2019

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Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

June 6, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

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<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Sean J. Manahan	Duluth Public Schools	6/6/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center

June 6, 2019

Jeff Horton, Assistant Superintendent
 Independent School District 709
 215 N 1st Ave E
 Duluth MN 55802

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<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Paul E. Lutz	Duluth Public Schools	6/6/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
 Principal

Michelle Porter
 Administrative Assistant
 Area Learning Center


May 24, 2019

William Gronseth
Ind. School Dist. 709
215 N. 1st Ave. E.
Duluth, MN 55802

Dear Mr. Gronseth,

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive his diploma from the school listed.

<u>Name of Graduate/School</u>	<u>Graduation Date</u>
Emily Olivia Hanson-Kaasa Chester Creek Academy	June 6, 2019


Thank you,
Denise Clairmont
Principal

May 24, 2019

William Gronseth
Ind. School Dist. 709
215 N. 1st Ave. E.
Duluth, MN 55802

Dear Mr. Gronseth,

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive his diploma from the school listed.

Name of Graduate/School

Graduation Date

Jason Alan Teschner

Chester Creek Academy

June 6, 2019



Thank you,
Denise Clairmont
Principal

May 24, 2019

William Gronseth
Ind. School Dist. 709
215 N. 1st Ave. E.
Duluth, MN 55802

Dear Mr. Gronseth,

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive his diploma from the school listed.

Name of Graduate/School

Graduation Date

Holly Anne Thoreson

Arrowhead Academy

June 7, 2019



Thank you,
Denise Clairmont
Principal

June 6, 2019

Jeff Horton, Assistant Superintendent
Independent School District 709
215 N 1st Ave E
Duluth MN 55802

Dear Mr. Horton:

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<u>NAME OF GRADUATE</u>	<u>SCHOOL ON DIPLOMA</u>	<u>GRADUATION DATE</u>
Dakota S. Fjeran	Duluth Public Schools	6/6/2019

Please send diploma to Michelle Porter at the Area Learning Center, Room 126

Adrian Norman
Principal

Michelle Porter
Administrative Assistant
Area Learning Center