

**INTERMEDIATE SCHOOL DISTRICT 917  
IN DAKOTA COUNTY**

**REGULAR SCHOOL BOARD MEETING**

**Monday, April 7, 2014**

TOUR OF THE JUVENILE SERVICES CENTER AT 4:45 PM PRIOR  
TO BOARD MEETING.

**AGENDA:**

- I. **TOUR OF THE JUVENILE SERVICES CENTER AT 4:45 PM PRIOR TO BOARD MEETING.**
- II. **Call to Order - Jill Lewis**
- III. **Conduct Pledge of Allegiance - Chair Lewis**
- IV. **Visitors opportunity to be heard - Chair Lewis**
- V. **Additions to the agenda - Chair Lewis**
- VI. **Good News Report - Directors**
- VII. **Consent Items - Chair Lewis**
  - A. Minutes, February 4, 2014 - Regular School Board Meeting - John Christiansen 3
  - B. Personnel Considerations - John Christiansen 5
- VIII. Donations - Jill Lewis 15
- IX. **Business Manager's Report - Nicolle Roush**
  - A. Review and Approve Payment of Bills 16
  - B. Review and Approve Wire Transfers 29
  - C. Review and Approve Investment Reports 56
- X. **Reports**
  - A. Juvenile Services Center - Jennifer Hetland
  - B. Legislative Update - Valerie Dosland
  - C. Review and Approve Temporary Employee Report - John Christiansen 59
- XI. **Policies**
  - A. Review Revised Policy 615, Wellness, final reading - Nicolle Roush 70
- XII. **Old Business**
  - A. Review and approve budget increase of \$3,000 - Melissa Schaller 75
  - B. Review and Approve budget increase in the amount of \$2,314.13 - Melissa Schaller 76
- XIII. **New Business**
  - A. Review and Approve Terms and Conditions of Employment for the Assistant Directors/Principal for 2013-2015 - John Christiansen 77
  - B. Review and Approve Contracts of Employment for Business Manager, Director of Special Education, Secondary Education Principal, and Technology Coordinator - John Christiansen 102
  - C. Review and Approve Recommendations for Reduction in Programs - Eric VanBrocklin 147
  - D. Resolution Relating to the Termination and Nonrenewal of the Teacher Contracts of Probationary Teachers - John Christiansen 148
  - E. Resolution Proposing to Place Teachers on Unrequested Leave of Absence - John Christiansen 149
  - F. Review and Approve ISD 917 Calendar for 2014-2015 - John Christiansen 151
- XIV. **School Board Updates from Member Districts**

**XV. Adjournment**

**SCHOOL BOARD CALENDAR INFORMATION SCHOOL BOARD CALENDAR INFORMATION**

April 22, 2014 - 4:00 PM, School Board Work Session, 917 Board Room

April 30, 2014 - 3:45 PM, 917 Staff Recognition Program, Dakota Room at DCTC

May 6, 2014 - 5:15 PM, Regular School Board Meeting, 917 Board Room

## INTERMEDIATE SCHOOL DISTRICT 917

A School Board Meeting of the Intermediate School District 917 School Board was held on Tuesday, February 4, 2014, at 1300 145<sup>th</sup> Street East, Rosemount, MN 55068.

**Members Present:** Dick Bergstrom Dan Cater, Ron Hill, Jill Lewis, Bob Erickson, Deb Clark, Vanda Pressnall, Melissa Sauser, and ex-officio member Superintendent John Christiansen.

**Members Absent:** Jill Lewis, Tom Ryerson

**Also Present:** Nicolle Roush, Eric Van Brocklin, Melissa Schaller, and Linda Berg

School Board Vice Chair Deb Clark called the meeting to order at 4:30 PM.

The Pledge of Allegiance was conducted.

There were no visitors to be heard.

The good news reports were presented.

1. Motion by Melissa Sauser, seconded by Vanda Pressnall, to approve the consent items, as presented. All present voted aye. Motion carried.
  - **Minutes:** January 21, 2014, Regular School Board Meeting
  - **Minutes:** January 21, 2014, School Board Work Session
  - **Personnel:** *New Hires:* Ashley Janecky, Classroom Assistant, effective January 15, 2014. *Change in Status:* Pamela Whitcomb, Special Education Teacher/DAPE, leave of absence effective July 1, 2014, through June 30, 2015 (2014-2015 school year). JoLynda Anderson, Program Assistant, child care leave of absence effective on or about May 4, 2014, with a return date of May 4, 2015. Ann Haschig, Mental Health Practitioner, child care leave of absence effective on or about February 27, 2014, with a return date of August 25, 2014. Holly Pemble, Speech Language Pathologist, maternity leave of absence effective on or about May 5, 2014, with a return date of June 5, 2014. *Resignations and terminations:* Jacob Van Allen, Classroom Assistant, effective January 21, 2014. Emily Jenkins, Classroom Assistant, effective February 14, 2014. Alexander Lano, Classroom Assistant, effective February 14, 2014.
2. Motion by Ron Hill, seconded by Melissa Sauser to approve the payment of bills, the wire transfers, and the Investment Report for the month of December 2013, as presented by the Business Manager. All present voted aye. Motion carried.

Nicolle Roush reviewed with the Board the Accounts Receivable Aged Report as of December 31, 2013.

3. Motion by Bob Erickson, seconded by Melissa Sauser, to approve the revised Policy 419, Tobacco Free Environment, final reading, as presented. (Addendum A.) All present voted aye. Motion carried.

Revised Policy 615, Wellness, was read on a first reading basis.

4. Motion by Ron Hill, seconded by Vanda Pressnall, to approved the Revised Budget for 2013-2014, as presented. (Addendum B.) All present voted aye. Motion carried.

5. Motion by Ron Hill, seconded by Bob Erickson, to approve a resolution directing administration to make recommendations for reductions in programs and positions, and waive the reading of the resolution, as presented. (Addendum C.) Roll call: Voting Aye: Dick Bergstrom, Dan Cater, Deb Clark, Vanda Pressnall, Ron Hill, Melissa Sauser, Bob Erickson. Voting Naye: None. Motion carried.
6. Motion by Deb Clark, seconded by Melissa Sauser, to approve the Teachers' Contract for 2013-2015, as presented. (Addendum D.) Voting aye: Dick Bergstrom, Dan Cater, Deb Clark, Vanda Pressnall, Ron Hill, Melissa Sauser. Bob Erickson abstained from voting. Motion carried.
7. Motion by Melissa Sauser, seconded by Bob Erickson, to approve the Maintenance Payments to Member Districts, as presented. (Addendum E.) All present voted aye. Motion carried.
8. Motion by Vanda Pressnall, seconded by Dan Cater, to approve the Calendar Adjustment due to Inclement Weather Closings, as presented. (Addendum F.) All present voted aye. Motion carried.
9. Motion by Bob Erickson, seconded by Vanda Pressnall, to approve the following procedural modification to payment of claims prior to Board approval. Nicolle Roush, Business Manager, is designated to pay claims prior to Board approval with a review by Board Treasurer Ron Hill before payments are sent. (Addendum G.) All present voted aye. Motion carried.

Member District Updates were given.

10. Motion by Ron Hill, seconded by Dan Cater, to adjourn the meeting. All present voted aye. Motion carried.

There being no further business the meeting adjourned at 6:00 P.M.

The next regular School Board Meeting will be Tuesday, March 4, 2014, in the 917 Board Room at Dakota County Technical College.

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Clerk

**DISTRICT 917 CANDIDATE SUMMARY--EMPLOYMENT RECOMMENDATION**

DATE: March 27, 2014	Teaching Licenses Held:
NAME: Amanda Kuoppala	
Position: Classroom Assistant	
College:    Secondary:    Special Education: x    District:	Recommended Salary : \$15.99 hourly
	Employment Date: 3/31/14

**Education:**

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Randolph High School		Generals	Diploma
Technical College				
College				
Other				

**Business/Industry Work Experience:**

Employer (most recent first)	From	To	Position/Responsibilities
Cabana Tan	3/12	Current	Sales Associate
Country Kitchen	11/11	4/12	Cook
Kings Place	5/11	1/13	Hostess
Black Stallion	5/08	11/12	Dishwasher/Cook/Hostess

**Total Years Business/Industry Work Experience 6**

**Teaching Experience:**

Employer (most recent first)	From	To	Position/Responsibilities

**Remarks:**

**Amanda will be a classroom assistant in the TEA Program located at Cedar School.**

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To Bd 4/7/14

**DISTRICT 917 CANDIDATE SUMMARY--EMPLOYMENT RECOMMENDATION**

DATE: 3/27/14	Teaching Licenses Held:
NAME: Kasey Pena	
Position: Classroom Assistant	
College:      Secondary:      Special Education: x      District:	Recommended Salary : \$16.37 hourly
	Employment Date: 3/31/14

**Education:**

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Albert Lea	Yes	Generals	Diploma
Technical College				
College	MN State, Winona	Yes	Psychology	BA
Other				

**Business/Industry Work Experience:**

Employer (most recent first)	From	To	Position/Responsibilities
New York and Company	4/12	1/14	Sales Associate
Salvation Army	6/09	8/11	Day Camp Counselor
Shopko Stores	10/05	5/09	Sales Associate

Total Years Business/Industry Work Experience 9

**Teaching Experience:**

Employer (most recent first)	From	To	Position/Responsibilities

**Remarks:**

Kasey will be a classroom assistant in the TEA Program located in Apple Valley.

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To Bd 4/7/14

**DISTRICT 917 CANDIDATE SUMMARY--EMPLOYMENT RECOMMENDATION**

DATE: 3/25/14	Teaching Licenses Held:
NAME: Kristine Wagner	
Position: Classroom Assistant	
College: Secondary: Special Education: x District:	Recommended Salary : \$18.62 hourly
	Employment Date: 3/24/14

**Education:**

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Belle Plaine High	Yes	Generals	Diploma
Technical College	MN State Academy for the Deaf	Yes	PCA, CPI/CPR, ASL, Advanced Intervener	Certifications
	Hennepin Technical	Yes	CNA	Certification
Other				

**Business/Industry Work Experience:**

Employer (most recent first)	From	To	Position/Responsibilities
ISD 917	8/13	Current	Student Assistant
MN State Academy for the Deaf	8/00	Current	Deaf/Blind Intervener
Deaf/Blind Services of MN	4/09	Current	Advanced Intervener
Maple River School District	5/06	Current	ESY Education Tutor

Total Years Business/Industry Work Experience 14+

**Teaching Experience:**

Employer (most recent first)	From	To	Position/Responsibilities

**Remarks:**

Kristine will be a classroom assistant in the D/HH Program located at Gideon Pond Elementary School.

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To Bd 3/4/2014

**DISTRICT 917 CANDIDATE SUMMARY--EMPLOYMENT RECOMMENDATION**

DATE: February 26, 2014	Teaching Licenses Held:
NAME: Troy Neumann	
Position: Classroom Assistant	
College:    Secondary:    Special Education: x    District:	Recommended Salary : \$15.99 hourly
	Employment Date: 2 25 14

**Education:**

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Lakeville South		Generals	Diploma
Technical College	Northwest Technical	Yes	Architectural Drafting Design	AAS
College				
Other				

**Business/Industry Work Experience:**

Employer (most recent first)	From	To	Position/Responsibilities
R C Smith	8/12	Current	Counter top Leader
Gilbert Mechanical	2/12	5/12	AutoCAD/Drafter
Waymar Industries	5/11	2/12	Wood Machinest

Total Years Business/Industry Work Experience 3

**Teaching Experience:**

Employer (most recent first)	From	To	Position/Responsibilities

**Remarks:**

Troy will be a classroom assistant in the SUN Program at Alliance Education Center.



To Bd 3/4/2014

**DISTRICT 917 CANDIDATE SUMMARY--EMPLOYMENT RECOMMENDATION**

DATE: 2/19/14	Teaching Licenses Held:
NAME: Meghan Andryski	
Position: Classroom Assistant	
College: Secondary: Special Education: x District:	Recommended Salary : \$16.37 hourly
	Employment Date: 2 24 14

**Education:**

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Robbinsdale High	Yes	Generals	Diploma
Technical College	St. Paul Community College	Yes	ASL Interpreting	AAS
College	University of Pheonix	In process	Communications	
Other				

**Business/Industry Work Experience:**

Employer (most recent first)	From	To	Position/Responsibilities
ISD 917	2/14	Current	Student Assistant
Harris Communications	9/13	Current	Customer Service Rep.
ISD 287	8/08	9/13	Program Assistant
ISD 287	8/08	9/13	Interpreter

Total Years Business/Industry Work Experience 5

**Teaching Experience:**

Employer (most recent first)	From	To	Position/Responsibilities

**Remarks:**

Meghan will be a classroom assistant in the TEA Program located in Apple Valley.

To Bd 3/4/2014

**DISTRICT 917 CANDIDATE SUMMARY--EMPLOYMENT RECOMMENDATION**

DATE: February 19, 2014	Teaching Licenses Held:
NAME: Gabriel Leake	
Position: Classroom Assistant	
College: Secondary: Special Education: x District:	Recommended Salary : \$15.99 hourly
	Employment Date: 2/18/14

**Education:**

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Home School, Staley NC	Yes	Generals	Diploma
Technical College				
College	Bethlehem College and Seminary	Yes	Christian Worldview and Philosophy	Associates
Other				

**Business/Industry Work Experience:**

Employer (most recent first)	From	To	Position/Responsibilities
Children Desiring God	10/12	12/13	Graphic Designer
Bethlehem Baptist Church	9/10	1/13	Custodian
Bethlehem Baptist Church	1/12	12/12	Media Intern

Total Years Business/Industry Work Experience 2

**Teaching Experience:**

Employer (most recent first)	From	To	Position/Responsibilities

**Remarks:**

Gabriel will be a classroom assistant in the TEA Program located in Apple Valley.

To Bd 3/4/2014

**DISTRICT 917 CANDIDATE SUMMARY--EMPLOYMENT RECOMMENDATION**

DATE: February 7, 2014	Teaching Licenses Held:
NAME: Jacob Peterson	
Position: Classroom Assistant	
College: Secondary: Special Education: x District:	Recommended Salary : \$15.99 hourly
	Employment Date: 2/10/14

**Education:**

	Institution	Graduated (yes or no)	Major	Degree/ Diploma
High School	Lakeville South High	Yes	Generals	Diploma
Technical College				
College				
Other				

**Business/Industry Work Experience:**

Employer (most recent first)	From	To	Position/Responsibilities
Office Max	12/11	8/13	Sales Associate

Total Years Business/Industry Work Experience 1.5

**Teaching Experience:**

Employer (most recent first)	From	To	Position/Responsibilities

**Remarks:**

Jacob will be a classroom assistant in the PACES Program located at Lakeville North High School.

**SUMMARY OF PERSONNEL ITEMS RECOMMENDED  
FOR ACTION AT BOARD MEETING OF APRIL 7, 2014  
(includes Personnel Items from March 4, 2014, Board Meeting)**

**NEW HIRES:**

Meghan Andryski, Classroom Assistant, effective February 24, 2014.

Amanda Kuoppala, Classroom Assistant, effective March 31, 2014.

Gabriel Leake, Classroom Assistant, effective February 18, 2014.

Troy Neumann, Classroom Assistant, effective February 25, 2014.

Kasey Pena, Classroom Assistant, effective March 31, 2014.

Jacob Peterson, Classroom Assistant, effective February 10, 2014.

Kristine Wagner, Classroom Assistant, effective March 24, 2014.

**RE-HIRES:**

Johnathan Harlin, Classroom Assistant, effective February 18, 2014.

**CHANGE IN STATUS:**

Lamin Dibba, Classroom Assistant, leave of absence effective February 24, 2014, through March 21, 2014.

Nicole Hird, Health Associate, child care leave of absence beginning August 28, 2014, with a return date of September 15, 2014.

Roxann Johnson, Special Education Teacher, continue at .8 FTE (148 days at 8 hours per day) effective August 25, 2014, for the 2014-2015 school year only.

## APPENDIX C

### **SUMMARY OF PERSONNEL ITEMS RECOMMENDED FOR ACTION AT BOARD MEETING OF APRIL 7, 2014 (includes Personnel Items from March 4, 2014, Board Meeting)**

#### **CHANGE IN STATUS: (CONTINUED)**

Sarah Johnson, Orientation & Mobility Specialist, continue at .6 FTE (111 days at 8 hours per day) effective August 25, 2014, for the 2014-2015 school year only.

Chanda Jothan, Physical Therapist, reduction from 1.0 FTE to .6 FTE (111 days at 8 hours per day) effective August 25, 2014, for the 2014-2015 school year only.

Betsy Koepke, School Psychologist, continue at .8 FTE (148 days at 8 hours per day) effective August 25, 2014, for the 2014-2015 school year only.

Linda Lacher Goddard, Speech Language Pathologist, continue at .3 FTE (114 days at 4 hours per day) effective August 25, 2014, for the 2014-2015 school year only.

Jonathon Mulville, English/Communications Teacher, leave of absence for the 2014-2015 school year beginning August 25, 2014, through June 5, 2015.

Shelby Nutting-Veliz, School Social Worker, decrease from 1.0 FTE to .8 FTE (185 days at 32 hours per week), effective August 25, 2014, for the 2014-2015 school year only.

Shelby Nutting-Veliz, School Social Worker, parental leave of absence effective September 2, 2014, with a return date of November 13, 2014.

Shannon Rasmussen, Special Education Teacher, continue at .8 FTE (148 days at 8 hours per day) effective August 25, 2014, for the 2014-2015 school year only.

Heather Stoesz, Speech Language Pathologist, continue at .8 FTE (148 days at 8 hours per day) effective August 25, 2014, for the 2014-2015 school year only.

Laura Tennesen, School Psychologist, continue at .95 FTE (149 days at 9.4 hours per day) effective August 25, 2014, for the 2014-2015 school year only.

**SUMMARY OF PERSONNEL ITEMS RECOMMENDED  
FOR ACTION AT BOARD MEETING OF APRIL 7, 2014  
(includes Personnel Items from March 4, 2014, Board Meeting)**

**RESIGNATIONS & TERMINATIONS:**

Morgan Ashwell, Mental Health Practitioner, effective March 28, 2014.

Kirsten Pederson, Program Assistant, effective April 11, 2014.

Jacob Peterson, Classroom Assistant, effective March 11, 2014.

Kellie Schmidt, Classroom Assistant, effective February 24, 2014.

Alfred Spears, Program Assistant, effective March 21, 2014.

Sheila Toni, Special Education Teacher, effective June 9, 2014.

**RETIREMENTS:**

Susan Landberg, Special Education Teacher, effective August 1, 2014.

# **Intermediate School District #917 School Board**

## **Resolution to Accept Donations**

Board member \_\_\_\_\_ introduced the following Resolution:

RESOLVED, that the School Board of Intermediate School District 917 accept the following donations, as indicated below, in the amount of approximately \$3,338.00.

1. Donation of two printers, two PC's, a laptop, mice, keyboards, keyboard tray, speakers, and a box of computer software for the Computer Repair, Networking and Video Game Design Program from Cindy Albrecht. Value of \$500.
2. Donation of \$838 to the ISD 917 Program for Learners who are Deaf or Hard of Hearing, from Ms. Courtney Sekevitch of Mendota Heights. Value \$838.00.
3. Donation of curriculum software, assistive technology, and miscellaneous hardware from Cadan Assistive Technologies in Eagan, to the 917 programs. Value \$500.
4. Donation of \$1,500 to the TESA Program from the Dakota County Voiture 1457 of Rosemount. Value \$1,500.

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

And the following voted against the same: none.

Whereupon said resolution was declared duly passed and adopted.

Date Board Approved: March 4, 2014

REPORT: CHECKREG 002 AP Check Register Bank 01 BOARD  
 Intermediate School Dist 917  
 CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
 DATE RANGE: 02/28/14 - 04/03/14

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
316184	S	\$28.96	03/06/14	17397	0	409-PRAXAIR DISTRIBUTION INC	OUTSTANDING
316185	S	\$130.90	03/06/14	12615	0	ABLENET INC.	OUTSTANDING
316186	S	\$618.63	03/06/14	23201	0	ADVANCED WIRELESS COMMUNICATIONS	OUTSTANDING
316187	S	\$1230.00	03/06/14	22007	0	ASSN FOR CAREER AND TECH EDUC	OUTSTANDING
316188	S	\$38.08	03/06/14	24042	0	BERGSTROM, RICHARD	OUTSTANDING
316189	S	\$110.00	03/06/14	23616	0	BRIH DESIGN, LLC	OUTSTANDING
316190	S	\$71.00	03/06/14	22705	0	BUG BUSTERS, INC.	OUTSTANDING
316191	S	\$231.57	03/06/14	21674	1	CENTURYLINK	OUTSTANDING
316192	S	\$15.71	03/06/14	21674	2	CENTURYLINK	OUTSTANDING
316193	S	\$125.00	03/06/14	19532	0	COMO LUBE & SUPPLIES	OUTSTANDING
316194	S	\$69.00	03/06/14	23798	0	CORNERSTONE COPY BURNSVILLE	OUTSTANDING
316195	S	\$14.12	03/06/14	16244	0	CUB FOODS	OUTSTANDING
316196	S	\$204.20	03/06/14	16244	3	CUB FOODS	OUTSTANDING
316197	S	\$81.00	03/06/14	14606	0	DAKOTA AWARDS	OUTSTANDING
316198	S	\$157.90	03/06/14	22238	1	DISCOUNT SCHOOL SUPPLY	OUTSTANDING
316199	S	\$65.95	03/06/14	07278	0	FLAGHOUSE	OUTSTANDING
316200	S	\$1020.24	03/06/14	03079	0	FRONTIER COMMUNICATIONS	OUTSTANDING
316201	S	\$431.89	03/06/14	22631	0	GOVCONNECTION	OUTSTANDING
316202	S	\$74.97	03/06/14	07751	1	HASTINGS STAR GAZETTE	OUTSTANDING
316203	S	\$5900.00	03/06/14	09592	0	IND SCH DIST 191	OUTSTANDING
316204	S	\$4074.91	03/06/14	23297	0	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
316205	S	\$15035.32	03/06/14	23913	0	INTEGRATED PROTECTION SYSTEMS	OUTSTANDING
316206	S	\$4016.25	03/06/14	11290	1	JIST PUBLISHING	OUTSTANDING
316207	S	\$1300.00	03/06/14	23320	0	KAREN CASS FELLING, M.A., LP	OUTSTANDING
316208	S	\$126.04	03/06/14	23703	0	KWIK KOPY BUSINESS CENTER	OUTSTANDING
316209	S	\$31.35	03/06/14	08517	0	LILLIE SUBRBAN NEWSPAPER, INC	OUTSTANDING
316210	S	\$363.00	03/06/14	22778	0	LOFFLER BUSINESS SYSTEMS	OUTSTANDING
316211	S	\$210.23	03/06/14	14116	0	MENARDS	OUTSTANDING
316212	S	\$350.00	03/06/14	24012	0	MICHELE MCMONIGAL	OUTSTANDING
316213	S	\$144.00	03/06/14	23761	0	MIDWEST SPECIAL INSTRUMENTS, CORP	OUTSTANDING
316214	S	\$35.00	03/06/14	00211	0	MN SCHOOL BOARDS ASSN	OUTSTANDING
316215	S	\$1145.40	03/06/14	20568	1	OFFICE DEPOT	OUTSTANDING
316216	S	\$189.50	03/06/14	23784	1	PATTERSON MEDICAL	OUTSTANDING
316217	S	\$138.09	03/06/14	20376	0	PELLICCI ACE HARDWARE	OUTSTANDING
316218	S	\$659.78	03/06/14	22779	0	PHONAK	OUTSTANDING
316219	S	\$854.65	03/06/14	23874	0	REINHART FOODSERVICE, LLC	OUTSTANDING
316220	S	\$560.13	03/06/14	00623	0	REPUBLIC SERVICES	OUTSTANDING
316221	S	\$44.55	03/06/14	29040	0	SAM'S CLUB	OUTSTANDING
316222	S	\$1925.46	03/06/14	29040	0	SAM'S CLUB	OUTSTANDING
316223	S	\$940.00	03/06/14	29865	5	SKILLSUSA	OUTSTANDING
316224	S	\$603.16	03/06/14	15713	0	SOUTHPAW ENTERPRISES	OUTSTANDING
316225	S	\$20.00	03/06/14	23904	0	SUMMIT PROFESSIONAL EDUCATION	OUTSTANDING
316226	S	\$184.90	03/06/14	10981	0	TARGET BANK	OUTSTANDING
316227	S	\$5125.20	03/06/14	23942	0	TEACHERS ON CALL	OUTSTANDING
316228	S	\$200.72	03/06/14	23781	0	TELIN TRANSPORTATION GROUP, LLC	OUTSTANDING
316229	S	\$867.50	03/06/14	23672	0	THE DECK AND DOOR COMPANY	OUTSTANDING
316230	S	\$8757.00	03/06/14	00643	0	TIES	OUTSTANDING
316231	S	\$1452.00	03/06/14	23814	0	TRIG LIFE SERVICES	OUTSTANDING
316232	S	\$404.29	03/06/14	20330	0	WASTE MANAGEMENT	OUTSTANDING
316233	S	\$1322.95	03/13/14	40022	0	AXA EQUITABLE LIFE INS CO	OUTSTANDING
316234	S	\$6179.11	03/13/14	40016	0	EDUCATION MINNESOTA, LOCAL 3904	OUTSTANDING
316235	S	\$4569.27	03/13/14	29026	0	EDUCATION MN ESI BILLING TRUST	OUTSTANDING



Intermedate School Dist 917  
 CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
 DATE RANGE: 02/28/14 - 04/03/14

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
316236	S	\$488.10	03/13/14	40060	0	FIDELITY INVSTMT TAX-EX SVC CO	OUTSTANDING
316237	S	\$1512.57	03/13/14	40021	0	ING LIFE INSURANCE	OUTSTANDING
316238	S	\$306.65	03/13/14	24027	0	MIDLAND CREDIT MANAGEMENT INC	OUTSTANDING
316239	S	\$64.00	03/13/14	21651	0	NCPERS MINNESOTA	OUTSTANDING
316240	S	\$267.16	03/13/14	23901	0	OFFICE OF THE ATTORNEY GENERAL	OUTSTANDING
316241	S	\$149.44	03/13/14	29972	0	RELATED SERVICES NURSES ESP	OUTSTANDING
316242	S	\$2332.15	03/13/14	40018	0	S.E.P., LOCAL 4242	OUTSTANDING
316243	S	\$205.00	03/13/14	40012	0	UNITED WAY, GREATER TWIN CITIES	OUTSTANDING
316244	S	\$1295.43	03/13/14	40071	0	WADDELL & REED INC	OUTSTANDING
316245	S	\$493.32	03/13/14	23725	1	ADVANCED IMAGING SOLUTIONS	OUTSTANDING
316246	S	\$92.42	03/13/14	22907	0	AMSAN BRISSMAN-KENNEDY	OUTSTANDING
316247	S	\$182.50	03/13/14	23294	0	ASPEX SOLUTIONS	OUTSTANDING
316248	S	\$31.00	03/13/14	22852	0	AUTISM ASPERGER PUBL CO	OUTSTANDING
316249	S	\$38.08	03/13/14	24042	0	BERGSTROM, RICHARD	OUTSTANDING
316250	S	\$121.66	03/13/14	16141	0	CARQUEST AUTO PARTS STORES	OUTSTANDING
316251	S	\$35.94	03/13/14	20406	1	CUB FOODS	OUTSTANDING
316252	S	\$291.00	03/13/14	19401	0	DEX MEDIA EAST, INC.	OUTSTANDING
316253	S	\$575.96	03/13/14	20956	0	DOUBLE TREE BY HILTON MPLS SOUTH	OUTSTANDING
316254	S	\$340.00	03/13/14	29119	0	FIRST STUDENT, INC	OUTSTANDING
316255	S	\$960.16	03/13/14	03079	0	FRONTIER COMMUNICATIONS	OUTSTANDING
316256	S	\$139.29	03/13/14	06998	0	HOUGHTON MIFFLIN HARCOURT	OUTSTANDING
316257	S	\$24.80	03/13/14	02162	0	IND SCH DIST 197	OUTSTANDING
316258	S	\$538.13	03/13/14	23917	1	MARCO INC	OUTSTANDING
316259	S	\$426.19	03/13/14	16337	1	MARSHALL LINE, INC	OUTSTANDING
316260	S	\$150.00	03/13/14	24044	0	MARTHA LARRANGA	OUTSTANDING
316261	S	\$641.98	03/13/14	14116	0	MENARDS	OUTSTANDING
316262	S	\$184.99	03/13/14	20568	1	OFFICE DEPOT	OUTSTANDING
316263	S	\$1074.82	03/13/14	20868	0	OFFICE OF ENTERPRISE TECHNOLOGY	OUTSTANDING
316264	S	\$157.39	03/13/14	22779	0	PHONAK	OUTSTANDING
316265	S	\$172.95	03/13/14	20620	3	SCHOOL SPECIALTY INC.	OUTSTANDING
316266	S	\$20.00	03/13/14	29865	3	SKILLSUSA INCORPORATED	OUTSTANDING
316267	S	\$300.00	03/13/14	29865	0	SKILLSUSA MINNESOTA	OUTSTANDING
316268	S	\$604.28	03/13/14	13704	0	SYSCO MINNESOTA	OUTSTANDING
316269	S	\$12726.52	03/13/14	23942	0	TEACHERS ON CALL	OUTSTANDING
316270	S	\$2134.58	03/13/14	24043	0	TEAMWORKS INTERNATIONAL	OUTSTANDING
316271	S	\$1004.94	03/13/14	23672	0	THE DECK AND DOOR COMPANY	OUTSTANDING
316272	S	\$4013.08	03/13/14	19389	0	WELLS FARGO	OUTSTANDING
316273	S	\$1246.75	03/13/14	20855	1	WENZEL HEATING & AIR CONDITION	OUTSTANDING
316274	S	\$218.60	03/13/14	23662	0	WESTONE	OUTSTANDING
316275	S	\$205195.50	03/20/14	15216	2	360 COMMUNITIES	OUTSTANDING
316276	S	\$23552.00	03/20/14	23997	1	AMERICAN COMPENSATION INSURANCE COMPANY	OUTSTANDING
316277	S	\$3304.29	03/20/14	21623	0	CADAN COMPUTERS	OUTSTANDING
316278	S	\$3052.19	03/20/14	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
316279	S	\$987.58	03/20/14	21866	0	DAKOTA COUNTY TECH COLLEGE	OUTSTANDING
316280	S	\$824.58	03/20/14	02866	0	DAKOTA ELECTRIC ASSN	OUTSTANDING
316281	S	\$62.05	03/20/14	00103	1	DELEGARD TOOL CO	OUTSTANDING
316282	S	\$11258.50	03/20/14	19858	0	IND SCH DIST # 196	OUTSTANDING
316283	S	\$23432.41	03/20/14	09592	0	IND SCH DIST 191	OUTSTANDING
316284	S	\$729.15	03/20/14	09592	0	IND SCH DIST 191	OUTSTANDING
316285	S	\$2560.00	03/20/14	21007	0	INT SCH DIST 287	OUTSTANDING
316286	S	\$500.00	03/20/14	23601	0	KOHOUT ELECTRIC LLC	OUTSTANDING
316287	S	\$335.00	03/20/14	22296	0	MACMH (MN ASSOC FOR CHILDREN'S MENTAL HLTH)	OUTSTANDING

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316288	S	\$598.50	03/20/14	15309	0	MAYER-JOHNSON LLC	OUTSTANDING
316289	S	\$41.90	03/20/14	23996	0	MEDICAREBLUE RX	OUTSTANDING
316290	S	\$2506.92	03/20/14	23258	0	MN ENERGY RESOURCES CORPORATION	OUTSTANDING
316291	S	\$10681.80	03/20/14	23398	1	RIVERPORT INSURANCE COMPANY	OUTSTANDING
316292	S	\$127.68	03/20/14	15713	0	SOUTHPAW ENTERPRISES	OUTSTANDING
316293	S	\$10578.15	03/20/14	23942	0	TEACHERS ON CALL	OUTSTANDING
316294	S	\$71.00	03/20/14	23595	0	THE MCDOWELL AGENCY, INC	OUTSTANDING
316295	S	\$2632.55	03/20/14	02776	0	XCEL ENERGY	OUTSTANDING
316296	S		03/20/14		0	UNISSUED	OUTSTANDING
316297	S	\$301.30	03/27/14	17397	0	409-PRAXAIR DISTRIBUTION INC	OUTSTANDING
316298	S	\$133.75	03/27/14	09823	0	ACHIEVEMENT PRODUCTS, INC	OUTSTANDING
316299	S	\$1950.98	03/27/14	23678	0	AMAZON.COM, LLC	OUTSTANDING
316300	S	\$490.00	03/27/14	00023	0	AMERICAN PHYSICAL THERAPY ASSOCIATION	OUTSTANDING
316301	S	\$505.16	03/27/14	05886	1	ANCHOR PAPER COMPANY	OUTSTANDING
316302	S	\$167.01	03/27/14	21874	1	ANCHOR PAPER COMPANY	OUTSTANDING
316303	S	\$11639.70	03/27/14	19720	0	APPLE VALLEY BUSINESS CENTER LTD	OUTSTANDING
316304	S	\$192.00	03/27/14	21354	1	CATO	OUTSTANDING
316305	S	\$911.78	03/27/14	19803	0	CENTERPOINT ENERGY	OUTSTANDING
316306	S	\$766.94	03/27/14	06276	0	CITY OF ROSEMOUNT	OUTSTANDING
316307	S	\$4762.56	03/27/14	22990	0	CLEAR CHOICE PROPERTIES LLC	OUTSTANDING
316308	S	\$88.00	03/27/14	18796	0	ESTR PUBLICATIONS	OUTSTANDING
316309	S	\$2160.84	03/27/14	03079	0	FRONTIER COMMUNICATIONS	OUTSTANDING
316310	S	\$64.15	03/27/14	23440	1	GEHLOFF, JAVOREY	OUTSTANDING
316311	S	\$282.00	03/27/14	30103	0	HISTORY THEATRE	OUTSTANDING
316312	S	\$19048.34	03/27/14	10857	1	IND SCH DIST 194	OUTSTANDING
316313	S	\$936.00	03/27/14	08562	8	IND SCH DIST 196	OUTSTANDING
316314	S	\$938.31	03/27/14	23297	0	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
316315	S	\$1800.00	03/27/14	23320	0	KAREN CASS FELLING, M.A., LP	OUTSTANDING
316316	S	\$130.00	03/27/14	23195	0	KELLY ELECTRIC INC.	OUTSTANDING
316317	S	\$97.50	03/27/14	23871	0	KENNEDY & GRAVEN, CHARTERED	OUTSTANDING
316318	S	\$239.12	03/27/14	23917	1	MARCO INC	OUTSTANDING
316319	S	\$2414.00	03/27/14	21025	2	MN FCCLA-HERO	OUTSTANDING
316320	S	\$1003.63	03/27/14	20868	0	OFFICE OF ENTERPRISE TECHNOLOGY	OUTSTANDING
316321	S	\$27.97	03/27/14	20376	0	PELLICCI ACE HARDWARE	OUTSTANDING
316322	S	\$77.25	03/27/14	00257	2	PITNEY BOWES	OUTSTANDING
316323	S	\$438.00	03/27/14	22957	0	PROFESSIONAL WIRELESS COMMUNICATIONS	OUTSTANDING
316324	S	\$2833.66	03/27/14	23874	0	REINHART FOODSERVICE, LLC	OUTSTANDING
316325	S	\$205.57	03/27/14	20620	3	SCHOOL SPECIALTY INC.	OUTSTANDING
316326	S	\$7233.00	03/27/14	23942	0	TEACHERS ON CALL	OUTSTANDING
316327	S	\$800.87	03/27/14	23167	1	THE BOULEVARD HOTEL	OUTSTANDING
316328	S	\$140.00	03/27/14	23672	0	THE DECK AND DOOR COMPANY	OUTSTANDING
316329	S	\$20.00	03/27/14	07543	0	TIERNEY BROS. INC	OUTSTANDING
316330	S	\$5115.23	03/27/14	00643	0	TIES	OUTSTANDING
316331	S	\$25.75	03/27/14	24045	0	TIGER SHACK	OUTSTANDING
316332	S	\$1091.80	03/27/14	23814	0	TRIG LIFE SERVICES	OUTSTANDING
316333	S	\$124.06	03/27/14	20999	3	VERIZON WIRELESS	OUTSTANDING
316334	S	\$2756.40	03/27/14	02776	0	XCEL ENERGY	OUTSTANDING
316335	S	\$881.64	03/27/14	40072	0	AFLAC	OUTSTANDING
316336	S	\$1322.95	03/27/14	40022	0	AXA EQUITABLE LIFE INS CO	OUTSTANDING
316337	S	\$6179.11	03/27/14	40016	0	EDUCATION MINNESOTA, LOCAL 3904	OUTSTANDING
316338	S	\$4569.27	03/27/14	29026	0	EDUCATION MN ESI BILLING TRUST	OUTSTANDING
316339	S	\$4888.10	03/27/14	40060	0	FIDELITY INVSTMT TAX-EX SVC CO	OUTSTANDING

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316340	S	\$1512.57	03/27/14	40021	0	ING LIFE INSURANCE	OUTSTANDING
316341	S	\$306.65	03/27/14	24027	0	MIDLAND CREDIT MANAGEMENT INC	OUTSTANDING
316342	S	\$335.77	03/27/14	22885	1	MN UNEMPLOYMENT INSURANCE	OUTSTANDING
316343	S	\$542.06	03/27/14	40017	0	O.P.E.I.U., LOCAL 12	OUTSTANDING
316344	S	\$267.16	03/27/14	23901	0	OFFICE OF THE ATTORNEY GENERAL	OUTSTANDING
316345	S	\$149.44	03/27/14	29972	0	RELATED SERVICES NURSES ESP	OUTSTANDING
316346	S	\$2306.61	03/27/14	40018	0	S.E.P., LOCAL 4242	OUTSTANDING
316347	S	\$205.00	03/27/14	40012	0	UNITED WAY, GREATER TWIN CITIES	OUTSTANDING
316348	S	\$1295.43	03/27/14	40071	0	WADDELL & REED INC	OUTSTANDING
316349	S	\$26.83	04/03/14	17397	0	409-PRAXAIR DISTRIBUTION INC	OUTSTANDING
316350	S	\$273.60	04/03/14	22907	0	AMSAN BRISSMAN-KENNEDY	OUTSTANDING
316351	S	\$3089.95	04/03/14	19645	0	APPLE COMPUTER, INC	OUTSTANDING
316352	S	\$55.93	04/03/14	17169	0	BARNES & NOBLE	OUTSTANDING
316353	S	\$71.00	04/03/14	22705	0	BUG BUSTERS, INC.	OUTSTANDING
316354	S	\$330.94	04/03/14	19803	0	CENTERPOINT ENERGY	OUTSTANDING
316355	S	\$236.57	04/03/14	21674	1	CENTURYLINK	OUTSTANDING
316356	S	\$13.49	04/03/14	21674	2	CENTURYLINK	OUTSTANDING
316357	S	\$945.48	04/03/14	16244	3	CUB FOODS	OUTSTANDING
316358	S	\$380.00	04/03/14	22594	2	GILLETTE CHILDRENS SPECIALTY HEALTHCARE	OUTSTANDING
316359	S	\$2239.20	04/03/14	23297	0	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
316360	S	\$363.00	04/03/14	22778	0	LOFFLER BUSINESS SYSTEMS	OUTSTANDING
316361	S	\$7745.98	04/03/14	21663	0	MEINKE, STEPHANIE	OUTSTANDING
316362	S	\$280.00	04/03/14	07926	9	METRO BCSU	OUTSTANDING
316363	S	\$145.00	04/03/14	23458	1	NASN	OUTSTANDING
316364	S	\$573.97	04/03/14	20568	1	OFFICE DEPOT	OUTSTANDING
316365	S	\$71.25	04/03/14	00257	3	PITNEY BOWES POSTAGE BY PHONE	OUTSTANDING
316366	S	\$210.00	04/03/14	16976	0	PRENTKE ROMICH CO	OUTSTANDING
316367	S	\$560.13	04/03/14	00623	0	REPUBLIC SERVICES	OUTSTANDING
316368	S	\$1000.56	04/03/14	29040	0	SAM'S CLUB	OUTSTANDING
316369	S	\$42.72	04/03/14	23179	0	SCHOOL OUTFITTERS	OUTSTANDING
316370	S	\$539.44	04/03/14	10981	0	TARGET BANK	OUTSTANDING
316371	S	\$12158.63	04/03/14	23942	0	TEACHERS ON CALL	OUTSTANDING
316372	S	\$417.50	04/03/14	23672	0	THE DECK AND DOOR COMPANY	OUTSTANDING
316373	S	\$16672.65	04/03/14	23898	0	WASHBURN CENTER FOR CHILDREN	OUTSTANDING
316374	S	\$403.65	04/03/14	20330	0	WASTE MANAGEMENT	OUTSTANDING
706057	E	\$28.00	03/12/14	99999	8686	BERG, LINDA JO	OUTSTANDING
706058	E	\$65.41	03/12/14	99999	3063	BRITTAIN, DONNA MAE	OUTSTANDING
706059	E	\$199.00	03/12/14	99999	3063	BRITTAIN, DONNA MAE	OUTSTANDING
706060	E	\$183.68	03/12/14	99999	8873	BUDACH, DON JAMES	OUTSTANDING
706061	E	\$70.72	03/12/14	99999	9392	CARLSON, RAYSA MARJORIE	OUTSTANDING
706062	E	\$162.96	03/12/14	99999	9968	CRISSINGER, BRENDA	OUTSTANDING
706063	E	\$291.76	03/12/14	99999	9092	DEVENOW, PEARL SUSAN	OUTSTANDING
706064	E	\$46.10	03/12/14	99999	7170	DIVELY, CYNTHIA GARWOOD	OUTSTANDING
706065	E	\$50.00	03/12/14	99999	5230	DOENGES, KAREN STENE	OUTSTANDING
706066	E	\$21.80	03/12/14	99999	8749	ENGELHARDT-FISCHBEIN, KRISTIN L	OUTSTANDING
706067	E	\$198.24	03/12/14	99999	9755	FRISQUE, SHERILYN FAYE	OUTSTANDING
706068	E	\$128.24	03/12/14	99999	9702	GARRETSON, PAMELA VICK	OUTSTANDING
706069	E	\$19.00	03/12/14	99999	9702	GARRETSON, PAMELA VICK	OUTSTANDING
706070	E	\$474.32	03/12/14	99999	7088	GREENFELD, DONNA GAYLE	OUTSTANDING
706071	E	\$209.31	03/12/14	99999	9920	HJERMSTAD, KAREN	OUTSTANDING
706072	E	\$385.28	03/12/14	99999	10767	HOREJSI, CRAIG A.	OUTSTANDING
706073	E	\$24.64	03/12/14	99999	8693	JEFFRIES, DIANE RENEE	OUTSTANDING

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706074	E	\$211.12	03/12/14	99999	10631	JOHNSON, SARAH LYNN	OUTSTANDING
706075	E	\$143.92	03/12/14	99999	9566	KOENIGSBERGER, CARRIE LYNN	OUTSTANDING
706076	E	\$26.88	03/12/14	99999	10065	KOEPKE, BETSY	OUTSTANDING
706077	E	\$225.00	03/12/14	99999	9086	LANG, BERETTA JEAN	OUTSTANDING
706078	E	\$183.68	03/12/14	99999	9468	LANGENFELD, CORY LEE	OUTSTANDING
706079	E	\$45.36	03/12/14	99999	9571	LARSEN, BETSY SUE	OUTSTANDING
706080	E	\$17.03	03/12/14	99999	10781	LARSON, JILL E.	OUTSTANDING
706081	E	\$9.41	03/12/14	99999	10781	LARSON, JILL E.	OUTSTANDING
706082	E	\$8.52	03/12/14	99999	10781	LARSON, JILL E.	OUTSTANDING
706083	E	\$34.16	03/12/14	99999	10781	LARSON, JILL E.	OUTSTANDING
706084	E	\$7.17	03/12/14	99999	10460	MANNINEN, MELANIE	OUTSTANDING
706085	E	\$115.36	03/12/14	99999	9278	MAYES, ANN LOUISE	OUTSTANDING
706086	E	\$75.04	03/12/14	99999	9589	PETERSEN, JENNIFER MAE	OUTSTANDING
706087	E	\$225.00	03/12/14	99999	10763	PFISTERER, EMILY	OUTSTANDING
706088	E	\$125.61	03/12/14	99999	10763	PFISTERER, EMILY	OUTSTANDING
706089	E	\$546.00	03/12/14	99999	10462	PURFEERST, MEGAN	OUTSTANDING
706090	E	\$4.16	03/12/14	99999	10430	QUAM, LYNN	OUTSTANDING
706091	E	\$4.52	03/12/14	99999	10430	QUAM, LYNN	OUTSTANDING
706092	E	\$31.81	03/12/14	99999	7213	SAVAGE, DAWN MARIE	OUTSTANDING
706093	E	\$197.24	03/12/14	99999	9915	SCHALLER, MELISSA	OUTSTANDING
706094	E	\$105.28	03/12/14	99999	10375	THOMAS, TAYLOR	OUTSTANDING
706095	E	\$67.76	03/12/14	99999	9094	TOLLEFSON, BRENDA KAY	OUTSTANDING
706096	E	\$85.68	03/12/14	99999	10751	TUFTEE, SHANYN	OUTSTANDING
706097	E	\$16.48	03/12/14	99999	9482	VRIEZE, JANEL LYNN	OUTSTANDING
706098	E	\$59.36	03/12/14	99999	6232	WEILAND, MARY ELIZABETH	OUTSTANDING
706099	E	\$111.00	03/12/14	99999	10644	WOLF, DANIELLE	OUTSTANDING
706100	E	\$55.44	03/12/14	99999	9799	ANDERSON, JOLYNDA ROSE LAWRENCE	OUTSTANDING
706101	E	\$208.74	03/12/14	99999	8686	BERG, LINDA JO	OUTSTANDING
706102	E	\$12.32	03/12/14	99999	3063	BRITTAIN, DONNA MAE	OUTSTANDING
706103	E	\$12.32	03/12/14	99999	9723	CATER, DANNY GARY	OUTSTANDING
706104	E	\$122.64	03/12/14	99999	5718	DODGE, MICHELLE MARIE	OUTSTANDING
706105	E	\$6.16	03/12/14	99999	9691	VOIDED	VOIDED
706106	E	\$64.96	03/12/14	99999	9187	FRIEST, SUSAN NORMA	OUTSTANDING
706107	E	\$71.12	03/12/14	99999	9755	FRISQUE, SHERILYN FAYE	OUTSTANDING
706108	E	\$105.84	03/12/14	99999	9702	GARRETSON, PAMELA VICK	OUTSTANDING
706109	E	\$13.55	03/12/14	99999	10301	GEBHARD, DANIELLE	OUTSTANDING
706110	E	\$179.20	03/12/14	99999	10443	GROFF, CASSIE	OUTSTANDING
706111	E	\$266.00	03/12/14	99999	3472	LENTSCH-MURRAY, ROSEMARY HELEN	OUTSTANDING
706112	E	\$12.32	03/12/14	99999	8287	LEWIS, JILL E.	OUTSTANDING
706113	E	\$138.32	03/12/14	99999	10055	NICKLEBY, JASON	OUTSTANDING
706114	E	\$155.12	03/12/14	99999	10626	PETERSON, MARY HELEN SUAVE	OUTSTANDING
706115	E	\$9.52	03/12/14	99999	10770	SAUSER, MELISSA	OUTSTANDING
706116	E	\$77.12	03/12/14	99999	8457	WHITMER, VALORIE JEAN	OUTSTANDING
706117	E	\$96.95	03/12/14	99999	10796	KEECH, ROBERT	OUTSTANDING
706118	E	\$5.78	03/12/14	99999	10796	KEECH, ROBERT	OUTSTANDING
706119	E	\$45.00	03/26/14	99999	8787	ASMUS, JOAN SCHARFER	OUTSTANDING
706120	E	\$90.00	03/26/14	99999	8873	BUDACH, DON JAMES	OUTSTANDING
706121	E	\$90.00	03/26/14	99999	9679	CHRISTIANSEN, JOHN MAXWELL	OUTSTANDING
706122	E	\$90.00	03/26/14	99999	9702	GARRETSON, PAMELA VICK	OUTSTANDING
706123	E	\$90.00	03/26/14	99999	8341	HETLAND, JENNIFER AMY	OUTSTANDING
706124	E	\$90.00	03/26/14	99999	6145	KYLLO, KITRI LARSON	OUTSTANDING
706125	E	\$90.00	03/26/14	99999	9468	LANGENFELD, CORY LEE	OUTSTANDING

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706126	E	\$90.00	03/26/14	99999	8628	ROUSH, NICOLLE KATHERI	OUTSTANDING
706127	E	\$90.00	03/26/14	99999	9915	SCHALLER, MELISSA	OUTSTANDING
706128	E	\$90.00	03/26/14	99999	10405	STOLL, DAVID L.	OUTSTANDING
706129	E	\$20.00	03/26/14	99999	9068	SWANEY, AMY LYNN	OUTSTANDING
706130	E	\$90.00	03/26/14	99999	10756	VAN BROCKLIN, ERIC	OUTSTANDING
706131	E	\$20.00	03/26/14	99999	9883	ZEHNDER, SCOTT MICHAEL	OUTSTANDING
706132	E	\$85.68	03/26/14	99999	9874	ALLEN, ANN CATHERINE	OUTSTANDING
706133	E	\$22.40	03/26/14	99999	10776	ANNONI, ELIZABETH	OUTSTANDING
706134	E	\$206.64	03/26/14	99999	9722	KLEIN, LORI ANN	OUTSTANDING
706135	E	\$15.00	03/26/14	99999	9831	KURTEN, CAROL LEIGH	OUTSTANDING
706136	E	\$215.04	03/26/14	99999	6145	KYLLO, KITRI LARSON	OUTSTANDING
706137	E	\$51.52	03/26/14	99999	10802	AVENSON, BROOKE	OUTSTANDING
706138	E	\$18.48	03/26/14	99999	10456	LAFFEN, ELIZABETH	OUTSTANDING
706139	E	\$12.32	03/26/14	99999	2598	LAMPRECHT, CLAUDETTE	OUTSTANDING
706140	E	\$82.90	03/26/14	99999	8209	BIEGLER, PAMELA JILL	OUTSTANDING
706141	E	\$19.60	03/26/14	99999	9771	BOHNERT, LOREEN M.	OUTSTANDING
706142	E	\$15.00	03/26/14	99999	10615	LANG, SHEILA	OUTSTANDING
706143	E	\$49.28	03/26/14	99999	10804	BORMANN, NATALIE	OUTSTANDING
706144	E	\$8.52	03/26/14	99999	10781	LARSON, JILL E.	OUTSTANDING
706145	E	\$85.00	03/26/14	99999	3063	BRITTAIN, DONNA MAE	OUTSTANDING
706146	E	\$9.41	03/26/14	99999	10781	LARSON, JILL E.	OUTSTANDING
706147	E	\$140.00	03/26/14	99999	3063	BRITTAIN, DONNA MAE	OUTSTANDING
706148	E	\$107.52	03/26/14	99999	10593	MABERRY, SAYRAJAYNE	OUTSTANDING
706149	E	\$130.48	03/26/14	99999	9278	MAYES, ANN LOUISE	OUTSTANDING
706150	E	\$190.40	03/26/14	99999	9092	DEVENOW, PEARL SUSAN	OUTSTANDING
706151	E	\$385.00	03/26/14	99999	9804	NORRING, JASON LEE	OUTSTANDING
706152	E	\$16.24	03/26/14	99999	5230	DOENGES, KAREN STENE	OUTSTANDING
706153	E	\$27.44	03/26/14	99999	10397	PEMBLE, HOLLY	OUTSTANDING
706154	E	\$121.52	03/26/14	99999	10442	FLEMING, ANGELITA	OUTSTANDING
706155	E	\$505.68	03/26/14	99999	10462	PURFEERST, MEGAN	OUTSTANDING
706156	E	\$6.16	03/26/14	99999	9691	FREEBURG, NANCY JO	OUTSTANDING
706157	E	\$51.52	03/26/14	99999	9702	GARRETSON, PAMELA VICK	OUTSTANDING
706158	E	\$30.24	03/26/14	99999	10430	QUAM, LYNN	OUTSTANDING
706159	E	\$503.44	03/26/14	99999	7088	GREENFIELD, DONNA GAYLE	OUTSTANDING
706160	E	\$15.00	03/26/14	99999	10099	REGAN, AMBER	OUTSTANDING
706161	E	\$19.49	03/26/14	99999	10796	KEECH, ROBERT	OUTSTANDING
706162	E	\$658.00	03/26/14	99999	10405	STOLL, DAVID L.	OUTSTANDING
706163	E	\$52.08	03/26/14	99999	9068	SWANEY, AMY LYNN	OUTSTANDING
706164	E	\$24.86	03/26/14	99999	9068	SWANEY, AMY LYNN	OUTSTANDING
706165	E	\$97.44	03/26/14	99999	10042	TENNESSEN, LAURA	OUTSTANDING
706166	E	\$10.99	03/26/14	99999	9482	VRIEZE, JANEL LYNN	OUTSTANDING
706167	E	\$91.28	03/26/14	99999	6232	WEILAND, MARY ELIZABETH	OUTSTANDING
706168	E	\$10.31	03/26/14	99999	10280	WEIR, LAURA	OUTSTANDING
706169	E	\$398.16	03/26/14	99999	9192	WOOD, FRAN LOUISE	OUTSTANDING
92001074	W	\$33115.47	02/28/14	28803	2	CITISTREETMN	OUTSTANDING
92001075	W	\$5941.74	02/28/14	40027	0	AMERIPRISE FINANCIAL ADVISORS	OUTSTANDING
92001078	W	\$31232.14	03/03/14	40006	0	EXECUTIVE DIRECTOR	OUTSTANDING
92001079	W	\$125.00	03/03/14	23952	0	FAMILY SUPPORT PAYMENT CENTER	OUTSTANDING
92001080	W	\$2352.74	02/28/14	40026	0	HORACE MANN LIFE INS	OUTSTANDING
92001081	W	\$136210.95	03/03/14	40037	0	INTERNAL REVENUE SERVICE	OUTSTANDING
92001082	W	\$217.80	03/03/14	21704	0	MN CHILD SUPPORT PAYMENT CENTER	OUTSTANDING
92001083	W	\$21221.64	03/03/14	40003	0	MN DEPT OF REVENUE	OUTSTANDING

Intermedicate School Dist 917  
 CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
 DATE RANGE: 02/28/14 - 04/03/14

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
92001084	W	\$235.00	02/28/14	40058	0	MN DEPT OF REVENUE(C)	OUTSTANDING
92001085	W	\$382950.69	02/28/14	40001	0	PAYROLL ACCT #3805704197	CLEARED
92001086	W	\$51670.50	03/03/14	40005	0	STATE TREASURER, TRA	OUTSTANDING
92001087	W	\$8830.50	02/28/14	23474	0	THE BANCORP BANK	OUTSTANDING
92001088	W	\$7350.11	02/28/14	40033	0	VARIABLE ANNUITY LIFE INS CO	OUTSTANDING
92001090	W	\$5941.74	03/17/14	40027	0	AMERIPRISE FINANCIAL ADVISORS	OUTSTANDING
92001091	W	\$2114.51	03/17/14	28803	2	CITIISTREETMN	OUTSTANDING
92001092	W	\$3635.85	03/07/14	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
92001093	W	\$379.83	03/07/14	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
92001094	W	\$490.68	03/21/14	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
92001095	W	\$3716.66	03/21/14	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
92001096	W	\$25016.93	03/10/14	30132	0	DELTA DENTAL OF MINNESOTA	OUTSTANDING
92001097	W	\$32987.60	03/18/14	40006	0	EXECUTIVE DIRECTOR	OUTSTANDING
92001098	W	\$2352.74	03/18/14	40026	0	HORACE MANN LIFE INS	OUTSTANDING
92001099	W	\$145153.93	03/18/14	40037	0	INTERNAL REVENUE SERVICE	OUTSTANDING
92001100	W	\$269292.75	03/05/14	21088	0	MEDICA	OUTSTANDING
92001101	W	\$217.80	03/17/14	21704	0	MN CHILD SUPPORT PAYMENT CENTER	OUTSTANDING
92001102	W	\$23023.87	03/17/14	40003	0	MN DEPT OF REVENUE	OUTSTANDING
92001103	W	\$235.00	03/17/14	40058	0	MN DEPT OF REVENUE(C)	OUTSTANDING
92001104	W	\$125.00	03/19/14	23952	0	FAMILY SUPPORT PAYMENT CENTER	OUTSTANDING
92001105	W	\$398294.84	03/14/14	40001	0	PAYROLL ACCT #3805704197	OUTSTANDING
92001106	W	\$54087.28	03/18/14	40005	0	STATE TREASURER, TRA	OUTSTANDING
92001107	W	\$8731.33	03/18/14	23474	0	THE BANCORP BANK	OUTSTANDING
92001108	W	\$7400.11	03/17/14	40033	0	VARIABLE ANNUITY LIFE INS CO	OUTSTANDING

TOTAL # OF ISSUED CHECKS: 334 TOTAL AMOUNT 2237938.12  
 TOTAL # OF VOIDED CHECKS: 1 TOTAL AMOUNT 6.16  
 TOTAL # OF UNISSUED CHECKS: 1

Intermedie School Dist 917  
 CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
 DATE RANGE: 01/30/14 - 02/27/14

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
316018	S	\$881.64	01/30/14	40072	0	AFLAC	OUTSTANDING
316019	S	\$1322.95	01/30/14	40022	0	AXA EQUITABLE LIFE INS CO	OUTSTANDING
316020	S	\$6332.63	01/30/14	40016	0	EDUCATION MINNESOTA, LOCAL 3904	OUTSTANDING
316021	S	\$5319.27	01/30/14	29026	0	EDUCATION MN EST BILLING TRUST	OUTSTANDING
316022	S	\$5638.10	01/30/14	40060	0	FIDELITY INVSTMT TAX-EX SVC CO	OUTSTANDING
316023	S	\$1512.57	01/30/14	40021	0	ING LIFE INSURANCE	OUTSTANDING
316024	S	\$306.65	01/30/14	24027	0	MIDLAND CREDIT MANAGEMENT INC	OUTSTANDING
316025	S	\$542.06	01/30/14	40017	0	O.P.E.I.U., LOCAL 12	OUTSTANDING
316026	S	\$267.16	01/30/14	23901	0	OFFICE OF THE ATTORNEY GENERAL	OUTSTANDING
316027	S	\$149.44	01/30/14	29972	0	RELATED SERVICES NURSES ESP	OUTSTANDING
316028	S	\$2229.01	01/30/14	40018	0	S.E.P., LOCAL 4242	OUTSTANDING
316029	S	\$209.00	01/30/14	40012	0	UNITED WAY, GREATER TWIN CITIES	OUTSTANDING
316030	S	\$1295.43	01/30/14	40071	0	WADDELL & REED INC	OUTSTANDING
316031	S	\$31.80	01/30/14	17397	0	409-PRAXAIR DISTRIBUTION INC	OUTSTANDING
316032	S	\$569.48	01/30/14	22907	0	AMSAN BRISSMAN-KENNEDY	OUTSTANDING
316033	S	\$600.00	01/30/14	23826	0	ASE STUDENT CERTIFICATION	OUTSTANDING
316034	S	\$150.85	01/30/14	16141	1	CARQUEST AUTO PARTS	OUTSTANDING
316035	S	\$14.74	01/30/14	21674	2	CENTURYLINK	OUTSTANDING
316036	S	\$3155.30	01/30/14	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
316037	S	\$521.00	01/30/14	14606	0	DAKOTA AWARDS	OUTSTANDING
316038	S	\$15896.12	01/30/14	40056	1	DAKOTA COUNTY SHERIFF	OUTSTANDING
316039	S	\$1174.20	01/30/14	03079	0	FRONTIER COMMUNICATIONS	OUTSTANDING
316040	S	\$199.00	01/30/14	23858	0	IXL LEARNING	OUTSTANDING
316041	S	\$50.00	01/30/14	07926	2	METRO ECSU	OUTSTANDING
316042	S	\$142.00	01/30/14	22619	2	MN FCCLA-HERO	OUTSTANDING
316043	S	\$1164.12	01/30/14	23763	0	N2Y INC	OUTSTANDING
316044	S	\$2793.75	01/30/14	23915	0	PEDIATRIC HOME SERVICE	OUTSTANDING
316045	S	\$1108.26	01/30/14	29040	0	SAM'S CLUB	OUTSTANDING
316046	S	\$1050.69	01/30/14	01890	2	SOUTH-TOWN REFRIGERATION, INC	OUTSTANDING
316047	S	\$159.60	01/30/14	15713	0	SOUTPAW ENTERPRISES	OUTSTANDING
316048	S	\$216.06	01/30/14	23696	0	ST PAUL PUBLISHING COMPANY	OUTSTANDING
316049	S	\$307.60	01/30/14	10981	0	TARGET BANK	OUTSTANDING
316050	S	\$10427.34	01/30/14	23942	0	TEACHERS ON CALL	OUTSTANDING
316051	S	\$835.00	01/30/14	24036	0	THE CENTRE STAGE MANUFACTURING COMPANY, LLC	OUTSTANDING
316052	S	\$1433.72	01/30/14	02776	0	XCEL ENERGY	OUTSTANDING
316053	S	\$47.60	02/06/14	19640	0	ACTION PLUS SIGN CO	OUTSTANDING
316054	S	\$929.34	02/06/14	23725	0	ADVANCED IMAGING SOLUTIONS	OUTSTANDING
316055	S	\$55.00	02/06/14	23918	1	AIARS	OUTSTANDING
316056	S	\$1195.00	02/06/14	12897	0	AM THERMOFORM CORP	OUTSTANDING
316057	S	\$124.68	02/06/14	22907	0	AMSAN BRISSMAN-KENNEDY	OUTSTANDING
316058	S	\$65.85	02/06/14	23268	0	APPOLLO SECURITY INC.	OUTSTANDING
316059	S	\$729.05	02/06/14	17169	0	BARNES & NOBLE	OUTSTANDING
316060	S	\$231.57	02/06/14	21674	1	CENTURYLINK	OUTSTANDING
316061	S	\$18.98	02/06/14	16244	0	CUB FOODS	OUTSTANDING
316062	S	\$1501.48	02/06/14	16244	3	CUB FOODS	OUTSTANDING
316063	S		02/06/14	16244	0	UNISSUED	UNISSUED
316064	S	\$643.79	02/06/14	21866	0	DAKOTA COUNTY TECH COLLEGE	OUTSTANDING
316065	S	\$328.00	02/06/14	23896	0	DEANNA FISCHER	OUTSTANDING
316066	S	\$165.95	02/06/14	20307	1	ENABLING DEVICES/TOYS FOR SPEC CHILD	OUTSTANDING
316067	S	\$4.20	02/06/14	24039	0	ERICA LAMMERS	OUTSTANDING
316068	S	\$209.46	02/06/14	22631	0	GOVCONNECTION	OUTSTANDING
316069	S	\$517.43	02/06/14	23297	0	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING

REPORT: CHECKREG 002 AP Check Register Bank 01 BOARD  
 Intermediate School Dist 917  
 CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
 DATE RANGE: 01/30/14 - 02/27/14

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
316070	S	\$1800.00	02/06/14	23320	0	KAREN CASS FELLING, M.A., LP	OUTSTANDING
316071	S	\$363.00	02/06/14	22778	0	LOFFLER BUSINESS SYSTEMS	OUTSTANDING
316072	S	\$1108.86	02/06/14	13407	0	MCKESSON MEDICAL	OUTSTANDING
316073	S	\$6500.00	02/06/14	21663	0	MEINKE, STEPHANIE	OUTSTANDING
316074	S	\$135.00	02/06/14	24038	0	MN COUNCIL OF CHILD CARING AGENCIES	OUTSTANDING
316075	S	\$47.94	02/06/14	20568	1	OFFICE DEPOT	OUTSTANDING
316076	S	\$123.65	02/06/14	23784	1	PATTERSON MEDICAL	OUTSTANDING
316077	S	\$560.13	02/06/14	00623	0	REPUBLIC SERVICES	OUTSTANDING
316078	S	\$7631.03	02/06/14	23942	0	TEACHERS ON CALL	OUTSTANDING
316079	S	\$1299.00	02/06/14	23672	0	THE DECK AND DOOR COMPANY	OUTSTANDING
316080	S	\$400.00	02/06/14	00643	0	TIES	OUTSTANDING
316081	S	\$400.91	02/06/14	20330	0	WASTE MANAGEMENT	OUTSTANDING
316082	S	\$2430.50	02/06/14	19389	0	WELLS FARGO	OUTSTANDING
316083	S	\$1322.95	02/13/14	40022	0	AXA EQUITABLE LIFE INS CO	OUTSTANDING
316084	S	\$6255.26	02/13/14	40016	0	EDUCATION MINNESOTA, LOCAL 3904	OUTSTANDING
316085	S	\$4569.27	02/13/14	29026	0	EDUCATION MN PSI BILLING TRUST	OUTSTANDING
316086	S	\$4888.10	02/13/14	40060	0	FIDELITY INVSTMT TAX-EX SVC CO	OUTSTANDING
316087	S	\$1512.57	02/13/14	40021	0	ING LIFE INSURANCE	OUTSTANDING
316088	S	\$306.65	02/13/14	24027	0	MIDLAND CREDIT MANAGEMENT INC	OUTSTANDING
316089	S	\$64.00	02/13/14	21651	0	NCPERS MINNESOTA	OUTSTANDING
316090	S	\$267.16	02/13/14	23901	0	OFFICE OF THE ATTORNEY GENERAL	OUTSTANDING
316091	S	\$149.44	02/13/14	29972	0	RELATED SERVICES NURSES ESP	OUTSTANDING
316092	S	\$2222.51	02/13/14	40018	0	S.E.P., LOCAL 4242	OUTSTANDING
316093	S	\$205.00	02/13/14	40012	0	UNITED WAY, GREATER TWIN CITIES	OUTSTANDING
316094	S	\$1295.43	02/13/14	40071	0	WADDELL & REED INC	OUTSTANDING
316095	S	\$701.38	02/13/14	17397	0	409-PRAXAIR DISTRIBUTION INC	OUTSTANDING
316096	S	\$280.00	02/13/14	12615	0	ABLENET INC	OUTSTANDING
316097	S	\$493.32	02/13/14	23725	1	ADVANCED IMAGING SOLUTIONS	OUTSTANDING
316098	S	\$23552.00	02/13/14	23997	1	AMERICAN COMPENSATION INSURANCE COMPANY	OUTSTANDING
316099	S	\$561.55	02/13/14	05886	1	ANCHOR PAPER COMPANY	OUTSTANDING
316100	S	\$200.00	02/13/14	19645	0	APPLE COMPUTER, INC	OUTSTANDING
316101	S	\$150.00	02/13/14	22418	0	AUTISM SOCIETY OF MINN	OUTSTANDING
316102	S	\$14393.36	02/13/14	40056	1	DAKOTA COUNTY SHERIFF	OUTSTANDING
316103	S	\$291.00	02/13/14	19401	0	DEX MEDIA EAST, INC.	OUTSTANDING
316104	S	\$58.80	02/13/14	23880	0	ESPECIAL NEEDS, LLC	OUTSTANDING
316105	S	\$39.05	02/13/14	24037	0	FRONTIER AG AND TURF	OUTSTANDING
316106	S	\$960.12	02/13/14	03079	0	FRONTIER COMMUNICATIONS	OUTSTANDING
316107	S	\$23432.41	02/13/14	09592	0	IND SCH DIST 191	OUTSTANDING
316108	S	\$14978.00	02/13/14	09592	0	IND SCH DIST 191	OUTSTANDING
316109	S	\$49.30	02/13/14	02162	0	IND SCH DIST 197	OUTSTANDING
316110	S	\$515.58	02/13/14	23297	0	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
316111	S	\$2625.00	02/13/14	21007	0	INT SCH DIST 287	OUTSTANDING
316112	S	\$538.13	02/13/14	23917	1	MARCO INC	OUTSTANDING
316113	S	\$990.74	02/13/14	13407	0	MCKESSON MEDICAL	OUTSTANDING
316114	S	\$40.78	02/13/14	14116	0	MENARDS	OUTSTANDING
316115	S	\$1800.00	02/13/14	21807	0	MN ASSN OF ALTERNATIVE PROGRAMS	OUTSTANDING
316116	S	\$273.12	02/13/14	14248	0	MOORE MEDICAL	OUTSTANDING
316117	S	\$538.17	02/13/14	20568	1	OFFICE DEPOT	OUTSTANDING
316118	S	\$2775.00	02/13/14	23915	0	PEDIATRIC HOME SERVICE	OUTSTANDING
316119	S	\$504.01	02/13/14	16976	0	PRENTEKE ROMICH CO	OUTSTANDING
316120	S	\$2301.97	02/13/14	23874	0	REINHART FOODSERVICE, LLC	OUTSTANDING
316121	S	\$46.49	02/13/14	20620	3	SCHOOL SPECIALTY INC	OUTSTANDING



CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
316122	S	\$179.00	02/13/14	23904	0	SUMMIT PROFESSIONAL EDUCATION	OUTSTANDING
316123	S	\$6531.64	02/13/14	23942	0	TEACHERS ON CALL	OUTSTANDING
316124	S	\$1001.20	02/13/14	23672	0	THE DECK AND DOOR COMPANY	OUTSTANDING
316125	S	\$51.00	02/13/14	23595	0	THE MCDOWELL AGENCY, INC	OUTSTANDING
316126	S	\$453.99	02/13/14	00643	0	TIES	OUTSTANDING
316127	S	\$1432.00	02/13/14	23814	0	TRIG LIFE SERVICES	OUTSTANDING
316128	S	\$799.89	02/13/14	21326	0	USI	OUTSTANDING
316129	S	\$461.60	02/13/14	23662	0	WESTONE	OUTSTANDING
316130	S	\$881.64	02/27/14	40072	0	AFLAC	OUTSTANDING
316131	S	\$1322.95	02/27/14	40022	0	AXA EQUITABLE LIFE INS CO	OUTSTANDING
316132	S	\$6183.85	02/27/14	40016	0	EDUCATION MINNESOTA, LOCAL 3904	OUTSTANDING
316133	S	\$4569.27	02/27/14	29026	0	EDUCATION MN ESI BILLING TRUST	OUTSTANDING
316134	S	\$4888.10	02/27/14	40060	0	FIDELITY INVSTMT TAX-EX SVC CO	OUTSTANDING
316135	S	\$1512.57	02/27/14	40021	0	ING LIFE INSURANCE	OUTSTANDING
316136	S	\$542.06	02/27/14	40017	0	O.P.E.I.U., LOCAL 12	OUTSTANDING
316137	S	\$267.16	02/27/14	23901	0	OFFICE OF THE ATTORNEY GENERAL	OUTSTANDING
316138	S	\$149.44	02/27/14	29972	0	RELATED SERVICES NURSES ESP	OUTSTANDING
316139	S	\$2222.51	02/27/14	40018	0	S.E.P., LOCAL 4242	OUTSTANDING
316140	S	\$205.00	02/27/14	40012	0	UNITED WAY, GREATER TWIN CITIES	OUTSTANDING
316141	S	\$1295.43	02/27/14	40071	0	WADDELL & REED INC	OUTSTANDING
316142	S	\$262.90	02/27/14	12615	0	ABLENET INC	OUTSTANDING
316143	S	\$459.60	02/27/14	22200	1	ADT SECURITY SERVICES	OUTSTANDING
316144	S	\$1393.39	02/27/14	23725	0	ADVANCED IMAGING SOLUTIONS	OUTSTANDING
316145	S	\$82.51	02/27/14	22655	0	AMARIL UNIFORM CO.	OUTSTANDING
316146	S	\$1211.65	02/27/14	23678	0	AMAZON.COM, LLC	OUTSTANDING
316147	S		02/27/14	23678	0	UNISSUED	UNISSUED
316148	S		02/27/14	23678	0	UNISSUED	UNISSUED
316149	S	\$1683.25	02/27/14	22907	0	AMSAN BRISSMAN-KENNEDY	OUTSTANDING
316150	S	\$49.00	02/27/14	19645	1	APPLE INC	OUTSTANDING
316151	S	\$11639.70	02/27/14	19720	0	APPLE VALLEY BUSINESS CENTER LTD	OUTSTANDING
316152	S	\$648.00	02/27/14	29932	0	BLUECROSS BLUESHIELD OF MINNESOTA	OUTSTANDING
316153	S	\$500.68	02/27/14	16141	0	CARGUEST AUTO PARTS STORES	OUTSTANDING
316154	S	\$1680.11	02/27/14	19803	0	CENTERPOINT ENERGY	OUTSTANDING
316155	S	\$4762.56	02/27/14	22990	0	CLEAR CHOICE PROPERTIES LLC	OUTSTANDING
316156	S	\$2633.56	02/27/14	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
316157	S	\$814.15	02/27/14	02866	0	DAKOTA ELECTRIC ASSN	OUTSTANDING
316158	S	\$154.04	02/27/14	22238	1	DISCOUNT SCHOOL SUPPLY	OUTSTANDING
316159	S	\$79.92	02/27/14	00096	1	ECM PUBLISHERS/DAKOTA COUNTY TRIBUNE	OUTSTANDING
316160	S	\$2440.62	02/27/14	03079	0	FRONTIER COMMUNICATIONS	OUTSTANDING
316161	S	\$150.00	02/27/14	22875	0	GLEWWE DOORS, INC	OUTSTANDING
316162	S	\$51.35	02/27/14	21818	0	GLOBAL EQUIPMENT COMPANY	OUTSTANDING
316163	S	\$1158.66	02/27/14	22631	0	GOVCONNECTION	OUTSTANDING
316164	S	\$3868.91	02/27/14	22828	0	HOCKENBERGS MINNEAPOLIS	OUTSTANDING
316165	S	\$7626.80	02/27/14	19858	0	IND SCH DIST # 196	OUTSTANDING
316166	S	\$615.30	02/27/14	09592	0	IND SCH DIST 191	OUTSTANDING
316167	S	\$1446.08	02/27/14	23297	0	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
316168	S	\$474.00	02/27/14	23012	0	LEARNING ALLY	OUTSTANDING
316169	S	\$67.00	02/27/14	22778	1	LOFFLER COMPANIES	OUTSTANDING
316170	S	\$164.12	02/27/14	23917	1	MARCO INC	OUTSTANDING
316171	S	\$41.90	02/27/14	23996	0	MEDICAREBLUE RX	OUTSTANDING
316172	S	\$2372.82	02/27/14	23258	0	MN ENERGY RESOURCES CORPORATION	OUTSTANDING
316173	S	\$74.00	02/27/14	21312	0	MULTI-HEALTH SYSTEMS INC.	OUTSTANDING

REPORT: CHECKREG 002 AP Check Register Bank 01 BOARD  
 Intermediate School Dist 917  
 CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
 DATE RANGE: 01/30/14 - 02/27/14

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
316174	S	\$283.81	02/27/14	20568	1	OFFICE DEPOT	OUTSTANDING
316175	S	\$181.33	02/27/14	17629	1	PAPER DIRECT	OUTSTANDING
316176	S	\$525.31	02/27/14	23179	0	SCHOOL OUTFITTERS	OUTSTANDING
316177	S	\$130.88	02/27/14	10981	0	TARGET BANK	OUTSTANDING
316178	S	\$20588.01	02/27/14	23942	0	TEACHERS ON CALL	OUTSTANDING
316179	S	\$81.00	02/27/14	23595	0	THE MCDOWELL AGENCY, INC	OUTSTANDING
316180	S	\$3221.85	02/27/14	07543	0	TIERNEY BROS. INC	OUTSTANDING
316181	S	\$225.00	02/27/14	24035	0	TOWNSEND PRESS	OUTSTANDING
316182	S	\$124.06	02/27/14	20999	3	VERIZON WIRELESS	OUTSTANDING
316183	S	\$205.28	02/27/14	22291	1	WILLIAM V. MACGILL & CO.	OUTSTANDING
705955	E	\$38.42	02/05/14	99999	9770	ALEXANDER, AMY DOREEN	OUTSTANDING
705956	E	\$61.04	02/05/14	99999	9874	ALLEN, ANN CATHERINE	OUTSTANDING
705957	E	\$117.52	02/05/14	99999	9874	ALLEN, ANN CATHERINE	OUTSTANDING
705958	E	\$22.60	02/05/14	99999	10776	ANNONI, ELIZABETH	OUTSTANDING
705959	E	\$2.24	02/05/14	99999	9573	BEATTIE, JEAN	OUTSTANDING
705960	E	\$38.08	02/05/14	99999	8686	BERG, LINDA JO	OUTSTANDING
705961	E	\$101.92	02/05/14	99999	8873	BUDACH, DON JAMES	OUTSTANDING
705962	E	\$12.43	02/05/14	99999	9723	CATER, DANNY GARY	OUTSTANDING
705963	E	\$12.32	02/05/14	99999	9723	CATER, DANNY GARY	OUTSTANDING
705964	E	\$14.69	02/05/14	99999	9301	CLARK, DEBORAH MAE	OUTSTANDING
705965	E	\$50.92	02/05/14	99999	9301	CLARK, DEBORAH MAE	OUTSTANDING
705966	E	\$212.80	02/05/14	99999	9968	CRISSINGER, BRENDA	OUTSTANDING
705967	E	\$23.03	02/05/14	99999	7170	DIVELY, CYNTHIA GARWOOD	OUTSTANDING
705968	E	\$73.57	02/05/14	99999	5718	DODGE, MICHELLE MARIE	OUTSTANDING
705969	E	\$16.24	02/05/14	99999	10771	ERICKSON, ROBERT	OUTSTANDING
705970	E	\$571.04	02/05/14	99999	8456	EVANS, ANDREW D	OUTSTANDING
705971	E	\$152.32	02/05/14	99999	9755	FRISQUE, SHERILYN FAYE	OUTSTANDING
705972	E	\$385.14	02/05/14	99999	7088	GREENFIELD, DONNA GAYLE	OUTSTANDING
705973	E	\$166.04	02/05/14	99999	8341	HETLAND, JENNIFER AMY	OUTSTANDING
705974	E	\$15.68	02/05/14	99999	10624	HILL, RON	OUTSTANDING
705975	E	\$565.00	02/05/14	99999	10767	HOREJSI, CRAIG A.	OUTSTANDING
705976	E	\$375.16	02/05/14	99999	10767	HOREJSI, CRAIG A.	OUTSTANDING
705977	E	\$352.29	02/05/14	99999	8842	JOHNSON, ROXANN RHYN	OUTSTANDING
705978	E	\$110.18	02/05/14	99999	10631	JOHNSON, SARAH LYNN	OUTSTANDING
705979	E	\$19.56	02/05/14	99999	10796	KEECH, ROBERT	OUTSTANDING
705980	E	\$36.96	02/05/14	99999	10456	LAFFEN, ELIZABETH	OUTSTANDING
705981	E	\$12.88	02/05/14	99999	2598	LAMPRECHT, CLAUDETTE	OUTSTANDING
705982	E	\$190.40	02/05/14	99999	9468	LANGENFELD, CORY LEE	OUTSTANDING
705983	E	\$52.08	02/05/14	99999	10781	LARSON, JILL E.	OUTSTANDING
705984	E	\$970.11	02/05/14	99999	3472	LENTSCH-MURRAY, ROSEMARY HELEN	OUTSTANDING
705985	E	\$255.92	02/05/14	99999	3472	LENTSCH-MURRAY, ROSEMARY HELEN	OUTSTANDING
705986	E	\$24.64	02/05/14	99999	8287	LEWIS, JILL E	OUTSTANDING
705987	E	\$13.44	02/05/14	99999	10460	MANNINEN, MELANIE	OUTSTANDING
705988	E	\$75.44	02/05/14	99999	10521	NWOKEUKU, PATTIJO	OUTSTANDING
705989	E	\$15.82	02/05/14	99999	9743	OSTER, TRINA MARIE	OUTSTANDING
705990	E	\$42.56	02/05/14	99999	9177	PRESSNALL, VANDA JOY	OUTSTANDING
705991	E	\$33.04	02/05/14	99999	10710	RABE, SARAH	OUTSTANDING
705992	E	\$6.16	02/05/14	99999	9914	RHEIN, KENT E.	OUTSTANDING
705993	E	\$45.83	02/05/14	99999	10770	SAUSER, MELISSA	OUTSTANDING
705994	E	\$182.34	02/05/14	99999	9915	SCHALLER, MELISSA	OUTSTANDING
705995	E	\$83.98	02/05/14	99999	10405	STOLL, DAVID L.	OUTSTANDING
705996	E	\$102.99	02/05/14	99999	10375	THOMAS, TAYLOR	OUTSTANDING

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADRS #	VENDOR NAME	CHECK STATUS
705997	E	\$46.48	02/05/14	99999	10751	TUFTEE, SHANYN	OUTSTANDING
705998	E	\$22.47	02/05/14	99999	9482	VRIEZE, JANEL LYNN	OUTSTANDING
705999	E	\$91.64	02/05/14	99999	6232	WEILAND, MARY ELIZABETH	OUTSTANDING
706000	E	\$26.88	02/05/14	99999	10280	WEIR, LAURA	OUTSTANDING
706001	E	\$268.24	02/05/14	99999	9192	WOOD, FRAN LOUISE	OUTSTANDING
706002	E	\$45.00	02/19/14	99999	8787	ASMUS, JOAN SCHAEFER	OUTSTANDING
706003	E	\$90.00	02/19/14	99999	8873	BUDACH, DON JAMES	OUTSTANDING
706004	E	\$90.00	02/19/14	99999	8679	CHRISTIANSEN, JOHN MAXWELL	OUTSTANDING
706005	E	\$90.00	02/19/14	99999	9702	GARRETSON, PAMELA VICK	OUTSTANDING
706006	E	\$90.00	02/19/14	99999	8341	HETLAND, JENNIFER AMY	OUTSTANDING
706007	E	\$90.00	02/19/14	99999	6145	KYLLO, KITRI LARSON	OUTSTANDING
706008	E	\$90.00	02/19/14	99999	9468	LANGENFELD, CORY LEE	OUTSTANDING
706009	E	\$90.00	02/19/14	99999	8628	ROUSH NICOLLE KATHERI	OUTSTANDING
706010	E	\$90.00	02/19/14	99999	9915	SCHALLER, MELISSA	OUTSTANDING
706011	E	\$90.00	02/19/14	99999	10405	STOLL, DAVID L.	OUTSTANDING
706012	E	\$20.00	02/19/14	99999	9068	SWANEY, AMY LYNN	OUTSTANDING
706013	E	\$90.00	02/19/14	99999	10756	VAN BROCKLIN, ERIC	OUTSTANDING
706014	E	\$20.00	02/19/14	99999	9883	ZEHNDER, SCOTT MICHAEL	OUTSTANDING
706015	E	\$11.20	02/19/14	99999	9812	ABDULKADIR, JOAN MARIE	OUTSTANDING
706016	E	\$45.36	02/19/14	99999	10776	ANNONI, ELIZABETH	OUTSTANDING
706017	E	\$6.16	02/19/14	99999	10364	ARDREY, MARIA	OUTSTANDING
706018	E	\$2.24	02/19/14	99999	9573	BEATTIE, JEAN	OUTSTANDING
706019	E	\$14.00	02/19/14	99999	10804	BORMANN, NATALIE	OUTSTANDING
706020	E	\$134.76	02/19/14	99999	8873	BUDACH DON JAMES	OUTSTANDING
706021	E	\$88.53	02/19/14	99999	10762	BYER-RAJPUT, ANNE	OUTSTANDING
706022	E	\$12.32	02/19/14	99999	9723	CATER, DANNY GARY	OUTSTANDING
706023	E	\$29.12	02/19/14	99999	9301	CLARK, DEBORAH MAE	OUTSTANDING
706024	E	\$9.99	02/19/14	99999	5650	COCHRAN, JAMES EDWARD	OUTSTANDING
706025	E	\$72.43	02/19/14	99999	10517	COLLING, RHIANON	OUTSTANDING
706026	E	\$292.32	02/19/14	99999	9092	DEVENOW, PEARL SUSAN	OUTSTANDING
706027	E	\$28.00	02/19/14	99999	5230	DOENGES, KAREN STENE	OUTSTANDING
706028	E	\$16.24	02/19/14	99999	10771	ERICKSON, ROBERT	OUTSTANDING
706029	E	\$129.92	02/19/14	99999	10442	FLEMING, ANGELITA	OUTSTANDING
706030	E	\$103.04	02/19/14	99999	9187	FRIEST, SUSAN NORMA	OUTSTANDING
706031	E	\$76.72	02/19/14	99999	10443	GROFF, CASSIE	OUTSTANDING
706032	E	\$7.84	02/19/14	99999	9730	HAWKINS, ANN	OUTSTANDING
706033	E	\$15.68	02/19/14	99999	10624	HILL, RON	OUTSTANDING
706034	E	\$403.03	02/19/14	99999	9496	IRELAND, KATHLEEN ELIZAB	OUTSTANDING
706035	E	\$260.40	02/19/14	99999	9722	KLEIN, LORI ANN	OUTSTANDING
706036	E	\$18.48	02/19/14	99999	10456	LAFFEN, ELIZABETH	OUTSTANDING
706037	E	\$36.96	02/19/14	99999	2598	LAMPRECHT, CLAUDETTE	OUTSTANDING
706038	E	\$208.32	02/19/14	99999	9468	LANGENFELD, CORY LEE	OUTSTANDING
706039	E	\$28.56	02/19/14	99999	9571	LARSEN, BETSY SUE	OUTSTANDING
706040	E	\$7.84	02/19/14	99999	10781	LARSON, JILL E.	OUTSTANDING
706041	E	\$324.24	02/19/14	99999	3472	LENITSCH-MURRAY, ROSEMARY HELEN	OUTSTANDING
706042	E	\$88.48	02/19/14	99999	10593	MABERRY, SAYRAJAYNE	OUTSTANDING
706043	E	\$123.20	02/19/14	99999	9278	MAYES, ANN LOUISE	OUTSTANDING
706044	E	\$132.72	02/19/14	99999	10055	NICKLEBY, JASON	OUTSTANDING
706045	E	\$39.20	02/19/14	99999	10397	PEMBLE, HOLLY	OUTSTANDING
706046	E	\$112.00	02/19/14	99999	10626	PETERSON, MARY HELEN SUAVE	OUTSTANDING
706047	E	\$237.22	02/19/14	99999	10763	PFISTERER, EMILY	OUTSTANDING
706048	E	\$21.28	02/19/14	99999	9177	PRESSNALL, VANDA JOY	OUTSTANDING

REPORT: CHECKREG 002 AP Check Register Bank 01 BOARD  
 Intermediate School Dist 917  
 CHECK REGISTER FOR BANK 01 - WELLS FARGO BANK  
 DATE RANGE: 01/30/14 - 02/27/14

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADRS #	VENDOR NAME	CHECK STATUS
706049	E	\$9.52	02/19/14	99999	10770	SAUSER, MELISSA	OUTSTANDING
706050	E	\$58.86	02/19/14	99999	9915	SCHALLER, MELISSA	OUTSTANDING
706051	E	\$65.77	02/19/14	99999	10279	SINKINSON, JESSICA	OUTSTANDING
706052	E	\$225.00	02/19/14	99999	8435	STOESZ, HEATHER LYNN	OUTSTANDING
706053	E	\$140.00	02/19/14	99999	10042	TENNESSEN, LAURA	OUTSTANDING
706054	E	\$153.44	02/19/14	99999	9094	TOLLEFSON, BRENDA KAY	OUTSTANDING
706055	E	\$25.55	02/19/14	99999	9482	VRIEZE, JANEL LYNN	OUTSTANDING
706056	E	\$34.72	02/19/14	99999	10455	WERNER, AMY	OUTSTANDING
92001044	W	\$5941.74	02/03/14	40027	0	AMERIPRISE FINANCIAL ADVISORS	OUTSTANDING
92001045	W	\$2114.51	02/03/14	28803	2	CITISTREETMN	OUTSTANDING
92001046	W	\$1458.22	02/07/14	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
92001047	W	\$3312.51	02/07/14	22698	0	CORPORATE HEALTH SYSTEMS	OUTSTANDING
92001048	W	\$37564.65	02/10/14	30132	0	DELTA DENTAL OF MINNESOTA	OUTSTANDING
92001049	W	\$29460.10	02/04/14	40006	0	EXECUTIVE DIRECTOR	OUTSTANDING
92001050	W	\$125.00	02/05/14	23952	0	FAMILY SUPPORT PAYMENT CENTER	OUTSTANDING
92001051	W	\$2602.74	02/03/14	40026	0	HORACE MANN LIFE INS	OUTSTANDING
92001052	W	\$130130.06	02/03/14	40037	0	INTERNAL REVENUE SERVICE	OUTSTANDING
92001053	W	\$260525.37	02/03/14	21088	0	MEDICA	OUTSTANDING
92001054	W	\$217.80	02/03/14	21704	0	MN CHLD SUPPORT PAYMENT CENTER	OUTSTANDING
92001055	W	\$20246.13	02/03/14	40003	0	MN DEPT OF REVENUE	OUTSTANDING
92001056	W	\$284.52	02/03/14	40058	0	MN DEPT OF REVENUE (C)	OUTSTANDING
92001057	W	\$366751.16	01/31/14	40001	0	PAYROLL ACCT #3805704197	CLEARED
92001058	W	\$51546.34	02/04/14	40005	0	STATE TREASURER, TRA	OUTSTANDING
92001059	W	\$8748.15	02/03/14	23474	0	THE BANCORP BANK	OUTSTANDING
92001060	W	\$7600.11	02/03/14	40033	0	VARIABLE ANNUITY LIFE INS CO	OUTSTANDING
92001061	W	\$5941.74	02/14/14	40027	0	AMERIPRISE FINANCIAL ADVISORS	OUTSTANDING
92001062	W	\$2114.51	02/14/14	28803	2	CITISTREETMN	OUTSTANDING
92001063	W	\$30119.36	02/18/14	40006	0	EXECUTIVE DIRECTOR	OUTSTANDING
92001064	W	\$2352.74	02/14/14	40026	0	HORACE MANN LIFE INS	OUTSTANDING
92001065	W	\$133271.02	02/18/14	40037	0	INTERNAL REVENUE SERVICE	OUTSTANDING
92001066	W	\$217.80	02/14/14	21704	0	MN CHLD SUPPORT PAYMENT CENTER	OUTSTANDING
92001067	W	\$235.00	02/14/14	40058	0	MN DEPT OF REVENUE (C)	OUTSTANDING
92001068	W	\$20869.04	02/18/14	40003	0	MN DEPT OF REVENUE	OUTSTANDING
92001069	W	\$370344.34	02/14/14	40001	0	PAYROLL ACCT #3805704197	OUTSTANDING
92001070	W	\$51926.52	02/14/14	40005	0	STATE TREASURER, TRA	OUTSTANDING
92001071	W	\$8757.16	02/14/14	23474	0	THE BANCORP BANK	OUTSTANDING
92001072	W	\$7350.11	02/14/14	40033	0	VARIABLE ANNUITY LIFE INS CO	OUTSTANDING
92001073	W	\$125.00	02/18/14	23952	0	FAMILY SUPPORT PAYMENT CENTER	OUTSTANDING

TOTAL # OF ISSUED CHECKS: 295 TOTAL AMOUNT 1896044.61

TOTAL # OF VOIDED CHECKS: 0 TOTAL AMOUNT 0.00

TOTAL # OF UNISSUED CHECKS: 3

TO: Nicolle Roush DATE: 03/17/2014  
Business Manager


FROM: Becky Edson  
Payroll/Fringe Benefits Technician

SUBJECT: EFT for pay period ending Mar 15, 2014

Ameriprise Financial Services, Inc. Vendor #40027	\$ 5,941.74
PERA Vendor #40006	\$ 32,987.60
Horace Mann Vendor #40026	\$ 2,352.74
TRA Vendor #40005	\$ 54,087.28
VALIC (Variable Annuity Life) Vendor #40033	\$ 7,400.11
Minnesota Dept. of Revenue Vendor # 40003	\$ 23,023.87
Internal Revenue Service Vendor Nbr 40037	\$ 145,153.93
Payroll Acct #XXXXXX4197 Vendor #40001	\$ 398,294.84
Bancorp Vendor # 23474	\$ 8,731.33
CITISTREETMN (MSRS) Vendor # 28803-2	\$ 2,114.51
MN Child Support Division Vendor #21704	\$ 217.80
MO Child Support Enforcement Division Vendor #23952	\$ 125.00
MN Dept of Revenue - Garnishment Vendor #40058	\$ 235.00

**Total Electronic Funds Transfer was made in the amount of \$**

**\$ 680,665.75**

Authorized Signature  Date 3-17-14

Date: March 4, 2014

**E COPY**

To: FOR EFT INPUT

From: Becky Edson  
Payroll Clerk

Subject: Flex Plan ACH Transfer for Medical Reimbursement and Dependent Care Accounts for 2014

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$3,635.85  
Corporate Health Systems Inc Vendor # 22698

Charge to:	Amount	
10-215-39	\$2,404.67	
10-215-40	\$1,231.18	
Total	\$3,635.85	proof \$0.00

cc: Payroll Insurance Payment File  
Date Bank Account to be debited 3/7/2014 \$3,635.85

Authorized Signature  Date 3-5-14

COPY

Date: March 4, 2014

To: FOR EFT INPUT

From: Becky Edson  
Payroll Clerk

Subject: Flex Plan ACH Transfer for Medical Reimbursement and Dependent Care Accounts for 2013

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$379.83  
Corporate Health Systems Inc Vendor # 22698

Charge to:	Amount	
10-215-39	\$379.83	
10-215-40	\$0.00	
Total	\$379.83	proof \$0.00

cc: Payroll Insurance Payment File  
Date Bank Account to be debited 3/7/2014 \$379.83

Authorized Signature  Date 3-5-14



Date: March 3, 2014

To: FOR EFT INPUT

From: Becky Edson  
Payroll Clerk

Subject: Group Insurance Premium for Feb 2014  
(Employer's Costs and Employees' Withholdings)

Payable to: \$25,016.93  
Delta Dental Vendor # 30132

Charge to:	Amount
21-005-110-000-235-250	\$25,016.93

Total	\$25,016.93	proof	\$0.00
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cc: Payroll Insurance Payment File  
Date Bank Account to be debited 3/10/2014

Authorized Signature  Date 3-5-14



**COPY**

Date: March 3, 2014

To: Accountns Payable

From: Becky Edson  
Payroll Clerk

Invoice nbr: 0034067683  
Date: 3/1/2014  
Group # 586196

Subject: Group Insurance Premium for February 2014  
(Employer's Costs and Employees' Withholdings)

Wire Funds Transfer was made in the amount of \$ 269,292.75

Payable to:  
Medica

Vendor # 21088

Charge to:	Amount	
01-215-30	\$30,837.56	
02-215-30	\$228,192.39	
10-215-30	\$10,262.80	
20-215.30	\$0.00	
Total	\$269,292.75	proof \$0.00

Authorized Signature



Date 3-5-13

Date: March 19, 2014

To: Accountns Payable

From: Becky Edson  
Payroll Clerk

Invoice nbr: 31261970

Date: 3/12/2014

Member ID: 803601310

Subject: RX - Trexler

Issue a Check in the amount of \$ 41.90

Payable to:  
Medicare Blue RX  
(Apr 2014)

Vendor #

Charge to:

Amount

20-005-420-000-221-220

\$41.90

Total

\$41.90

proof

\$0.00

Authorized Signature



Date

3-19-14

Date: March 19, 2014

To: FOR EFT INPUT

From: Becky Edson  
Payroll Clerk

Subject: Flex Plan ACH Transfer for Medical Reimbursement and Dependent Care Accounts for 2013

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$490.68  
Corporate Health Systems Inc Vendor # 22698

Charge to:	Amount	
10-215-39	\$490.68	
10-215-40	\$0.00	
Total	\$490.68	proof \$0.00

cc: Payroll Insurance Payment File  
Date Bank Account to be debited 3/21/2014 \$490.68

Authorized Signature \_\_\_\_\_

Date \_\_\_\_\_

Date: March 19, 2014

To: FOR EFT INPUT

From: Becky Edson  
Payroll Clerk

Subject: Flex Plan ACH Transfer for Medical Reimbursement and Dependent Care Accounts for 2014

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$3,716.66  
Corporate Health Systems Inc Vendor # 22698

Charge to:	Amount	
10-215-39	\$1,874.94	
10-215-40	\$1,841.72	
Total	\$3,716.66	proof \$0.00

cc: Payroll Insurance Payment File  
Date Bank Account to be debited 3/21/2014 \$3,716.66

Authorized Signature



Date

3/21/2014

Date: January 3, 2014

To: Accounts Payable

From: Becky Edson  
Payroll Clerk

Subject: Group Insurance Premium for January 2014  
(Employer's Costs and Employees' Withholdings)

Wire Funds to Kansas City Life Insurance Co \$1,103.51

Payable to:  
Kansas City Life Ins Co Vendor #

Charge to:	Amount	
01-215-32	\$546.20	
02-215-32	\$3,813.47	
10-215-32	\$253.60	
10-215-32 Reverse January	-\$3,501.81	
01-215-33	\$284.28	
02-215-33	\$1,775.50	
10-215-33	\$121.94	
10-215-33 Reverse January	-\$2,189.67	
Total	\$1,103.51	proof \$0.00

cc: Payroll Insurance Payment File

Authorized Signature  Date 3-25-14

Date: February 3, 2014

To: Accounts Payable

From: Becky Edson  
Payroll Clerk

Subject: Group Insurance Premium for February 2014  
(Employer's Costs and Employees' Withholdings)

Wire Funds to Kansas City Life Insurance Co \$6,794.99

Payable to:  
Kansas City Life Ins Co Vendor #

Charge to:	Amount
01-215-32	\$551.30
02-215-32	\$3,818.37
10-215-32	\$243.60
01-215-33	\$289.22
02-215-33	\$1,769.72
10-215-33	\$122.78

Total	\$6,794.99	proof	\$0.00
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cc: Payroll Insurance Payment File

Authorized Signature  Date 3-25-14

Date: March 3, 2014

To: Accounts Payable

From: Becky Edson  
Payroll Clerk

Subject: Group Insurance Premium for March 2014  
(Employer's Costs and Employees' Withholdings)

Wire Funds to Kansas City Life Insurance Co \$6,816.59

Payable to:  
Kansas City Life Ins Co Vendor #

Charge to:	Amount
01-215-32	\$546.20
02-215-32	\$3,835.07
10-215-32	\$253.60
01-215-33	\$284.28
02-215-33	\$1,775.50
10-215-33	\$121.94

Total	\$6,816.59	proof	\$0.00
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cc: Payroll Insurance Payment File

Authorized Signature  Date 3-25-14

TO: Nicolle Roush DATE: 03/28/2014  
Business Manager

FROM: Becky Edson  
Payroll/Fringe Benefits Technician

SUBJECT: EFT for pay period ending Mar 31, 2014

Amerprise Vendor #40027	\$ 5,941.74
PERA Vendor #40006	\$ 30,849.10
Horace Mann Vendor #40026	\$ 2,352.74
TRA Vendor #40005	\$ 73,559.78
VALIC (Variable Annuity Life) Vendor #40033	\$ 7,400.11
Minnesota Dept. of Revenue Vendor # 40003	\$ 30,762.42
Internal Revenue Service Vendor Nbr 40037	\$ 184,388.78
Payroll Acct #XXXXXXX4197 Vendor #40001	\$ 474,545.51
Bancorp Vendor #23474	\$ 8,731.33
CITISTREETMN (MSRS) Vendor # 28803-2	\$ 2,114.51
MN Child Support Vendor #21704	\$ 217.80
MO Child Support Vendor #23952	\$ 125.00
MN Dept of Revenue - Garnishment Vendor #40058	\$ 235.00

**Total Electronic Funds Transfer was made in the amount of \$**

**\$ 821,223.82**

Authorized Signature



Date

4-2-14



Date: March 31, 2014

To: Accounts Payable

From: Becky Edson  
Payroll Clerk

Subject: Group Insurance Premium for April 2014  
(Employer's Costs and Employees' Withholdings)

Wire Funds to Kansas City Life Insurance Co \$6,820.91

Payable to:  
Kansas City Life Ins Co Vendor #

Charge to:	Amount	
01-215-32	\$535.90	
02-215-32	\$3,849.69	
10-215-32	\$253.60	
01-215-33	\$283.08	
02-215-33	\$1,778.88	
10-215-33	\$119.76	
Total	\$6,820.91	proof \$0.00

cc: Payroll Insurance Payment File

Authorized Signature 

Date 4-2-14

Date: April 2, 2014

To: FOR EFT INPUT

From: Becky Edson  
Payroll Clerk

Subject: Group Insurance Premium for March 2014  
(Employer's Costs and Employees' Withholdings)

Payable to: \$24,189.03  
Delta Dental Vendor # 30132

Charge to:	Amount
21-005-110-000-235-250	\$24,189.03

Total	\$24,189.03	proof	\$0.00
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cc: Payroll Insurance Payment File  
Date Bank Account to be debited 4/10/2014

Authorized Signature  Date 4-2-14

Date: April 2, 2014

To: Accountns Payable

Invoice nbr: 0034270885

Date: 4/4/2014

From: Becky Edson  
Payroll Clerk

Group # 586196

Subject: Group Insurance Premium for April 2014  
(Employer's Costs and Employees' Withholdings)

Wire Funds Transfer was made in the amount of \$ 257,568.84

Payable to:  
Medica

Vendor # 21088

Charge to:

Amount

01-215-30

\$30,837.56

02-215-30

\$216,468.48

10-215-30


\$10,262.80

20-215.30

\$0.00

Total

\$257,568.84 <sup>proof</sup> \$0.00

Authorized Signature  Date 4-2-14

TO: Nicolle Roush DATE: 02/26/2014  
 Business Manager

FROM: Becky Edson  
 Payroll/Fringe Benefits Technician

SUBJECT: EFT for pay period ending Feb 28, 2014

Amerprise Vendor #40027	\$ 5,941.74
PERA Vendor #40006	\$ 31,232.14
Horace Mann Vendor #40026	\$ 2,352.74
TRA Vendor #40005	\$ 51,670.50
VALIC (Variable Annuity Life) Vendor #40033	\$ 7,350.11
Minnesota Dept. of Revenue Vendor # 40003	\$ 21,221.64
Internal Revenue Service Vendor Nbr 40037	\$ 136,210.95
Payroll Acct #XXXXXXX4197 Vendor #40001	\$ 382,950.69
Bancorp Vendor #23474	\$ 8,830.50
CITISTREETMN (MSRS) Vendor # 28803-2	\$ 33,115.47
MN Child Support Vendor #21704	\$ 217.80
MO Child Support Vendor #23952	\$ 125.00
MN Dept of Revenue - Garnishment Vendor #40058	\$ 235.00

**Total Electronic Funds Transfer was made in the amount of \$**

**\$ 681,454.28**

Authorized Signature



Date

2-28-14

Date: February 21, 2014

To: FOR EFT INPUT

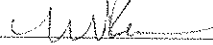
From: Becky Edson  
Payroll Clerk

Subject: Flex Plan ACH Transfer for Medical Reimbursement and Dependent Care Accounts for 2014

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$2,516.50  
Corporate Health Systems Inc Vendor # 22698

Charge to:	Amount	
10-215-39	\$1,387.62	
10-215-40	\$1,128.88	
Total	\$2,516.50	proof \$0.00

cc: Payroll Insurance Payment File  
Date Bank Account to be debited 2/21/2014 \$2,516.50

Authorized Signature  Date 2-26-14

Date: February 21, 2014

To: FOR EFT INPUT

From: Becky Edson  
Payroll Clerk

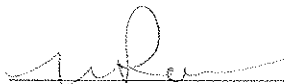
Subject: Flex Plan ACH Transfer for Medical Reimbursement and Dependent Care Accounts for 2013

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$2,033.60  
Corporate Health Systems Inc Vendor # 22698

Charge to:	Amount	
10-215-39	\$366.88	
10-215-40	\$1,666.72	
Total	\$2,033.60	proof \$0.00

cc: Payroll Insurance Payment File  
Date Bank Account to be debited 2/21/2014 \$2,033.60

Authorized Signature



Date

2-26-14

COPY

Date: February 25, 2014

To: Accountns Payable

From: Becky Edson  
Payroll Clerk

Invoice nbr: 30979096  
Date: 2/12/2014  
Member ID: 803601310

Subject: RX - Trexler

Issue a Check in the amount of \$ 41.90

Payable to:  
Medicare Blue RX  
(Mar 2014)

Vendor #

Charge to:

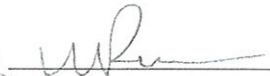
Amount

20-005-420-000-221-220

\$41.90

Total

\$41.90 proof \$0.00

Authorized Signature  Date 2-26-14

Date: February 25, 2014

To: Accountns Payable

From: Becky Edson  
Payroll Clerk

Invoice nbr: XZ72029264  
Date: 2/8/2014  
Group: Y0848-SR3

**ECOPY**

Subject: Medical Ins - Trexler

Issue a Check in the amount of \$ 648.00

Payable to:  
Blue Cross Blue Shield of MN  
(Mar, Apr, May)

Vendor # 29932

Charge to:	Amount	
20-005-420-000-221-220	\$648.00	
Total	\$648.00	proof \$0.00

Authorized Signature  Date 2-26-14



TO: Nicolle Roush DATE: 02/12/2014  
Business Manager


FROM: Becky Edson  
Payroll/Fringe Benefits Technician

SUBJECT: EFT for pay period ending Feb 15, 2014

Ameriprise Financial Services, Inc. Vendor #40027	\$ 5,941.74
PERA Vendor #40006	\$ 30,119.36
Horace Mann Vendor #40026	\$ 2,352.74
TRA Vendor #40005	\$ 51,926.52
VALIC (Variable Annuity Life) Vendor #40033	\$ 7,350.11
Minnesota Dept. of Revenue Vendor # 40003	\$ 20,869.04
Internal Revenue Service Vendor Nbr 40037	\$ 133,271.02
Payroll Acct #XXXXXX4197 Vendor #40001	\$ 370,344.34
Bancorp Vendor # 23474	\$ 8,757.16
CITISTREETMN (MSRS) Vendor # 28803-2	\$ 2,114.51
MN Child Support Division Vendor #21704	\$ 217.80
MO Child Support Enforcement Division Vendor #23952	\$ 125.00
MN Dept of Revenue - Garnishment Vendor #40058	\$ 235.00

**Total Electronic Funds Transfer was made in the amount of \$**

**\$ 633,624.34**

Authorized Signature  Date 2-18-14

Date: February 4, 2014

To: FOR EFT INPUT

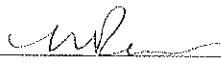
From: Becky Edson  
Payroll Clerk

Subject: Flex Plan ACH Transfer for Medical Reimbursement and Dependent Care Accounts for 2013

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$1,458.22  
Corporate Health Systems Inc Vendor # 22698

Charge to:	Amount	
10-215-39	\$1,458.22	
10-215-40	\$0.00	
Total	\$1,458.22	proof \$0.00

cc: Payroll Insurance Payment File  
Date Bank Account to be debited 2/7/2014 \$1,458.22

Authorized Signature  Date 2-4-14

Date: February 4, 2014

To: FOR EFT INPUT

From: Becky Edson  
Payroll Clerk

Subject: Flex Plan ACH Transfer for Medical Reimbursement and Dependent Care Accounts for 2014

Transferred From Wells Fargo Bank Account Number xxxxxx2167 \$3,312.51  
Corporate Health Systems Inc Vendor # 22698

Charge to:	Amount	
10-215-39	\$2,169.15	
10-215-40	\$1,143.36	
Total	\$3,312.51	proof \$0.00

cc: Payroll Insurance Payment File  
Date Bank Account to be debited 2/7/2014 \$3,312.51

Authorized Signature  Date 2-4-14

Date: February 3, 2014

To: FOR EFT INPUT

From: Becky Edson  
Payroll Clerk

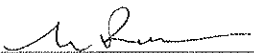
Subject: Group Insurance Premium for Jan 2014  
(Employer's Costs and Employees' Withholdings)

Payable to: \$37,564.65  
Delta Dental Vendor # 30132

Charge to:	Amount
21-005-110-000-235-250	\$37,564.65

Total	\$37,564.65	proof	\$0.00
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cc: Payroll Insurance Payment File  
Date Bank Account to be debited 2/10/2014

Authorized Signature  Date 2-3-14

COPY

Date: January 22, 2014

To: Accoutns Payable

From: Becky Edson  
Payroll Clerk

Invoice nbr: 30688391  
Date: 1/13/2014  
Member ID: 803601310

Subject: RX - Trexler

Issue a Check in the amount of \$ 41.90

Payable to:  
Medicare Blue RX  
Feb 2014)

Vendor #

Charge to:

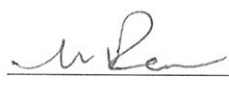
Amount

20-005-420-000-221-220

\$41.90

Total

\$41.90 proof \$0.00

Authorized Signature 

Date 1-22-14

TO: Nicolle Roush DATE: 02/03/2014  
 Business Manager

FROM: Becky Edson  
 Payroll/Fringe Benefits Technician

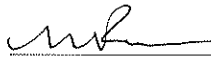
SUBJECT: EFT for pay period ending Jan 31, 2014

Amerprise Vendor #40027	\$ 5,941.74
PERA Vendor #40006	\$ 29,460.10
Horace Mann Vendor #40026	\$ 2,602.74
TRA Vendor #40005	\$ 51,546.34
VALIC (Variable Annuity Life) Vendor #40033	\$ 7,600.11
Minnesota Dept. of Revenue Vendor # 40003	\$ 20,246.13
Internal Revenue Service Vendor Nbr 40037	\$ 130,130.06
Payroll Acct #XXXXXX4197 Vendor #40001	\$ 366,751.16
Bancorp Vendor #23474	\$ 8,748.15
CITISTREETMN (MSRS) Vendor # 28803-2	\$ 2,114.51
MN Child Support Vendor #21704	\$ 217.80
MO Child Support Vendor #23952	\$ 125.00
MN Dept of Revenue - Garnishment Vendor #40058	\$ 284.52

**Total Electronic Funds Transfer was made in the amount of \$**

**\$ 625,483.84**

Authorized Signature



Date

2-3-14

Date: February 3, 2014

To: Accountns Payable

From: Becky Edson  
Payroll Clerk

Invoice nbr: 0033750434  
Date: 2/1/2014  
Group # 586196

Subject: Group Insurance Premium for February 2014  
(Employer's Costs and Employees' Withholdings)

Wire Funds Transfer was made in the amount of \$ 260,525.37

Payable to:  
Medica

Vendor # 21088

Charge to:

Amount

01-215-30

\$33,125.86

02-215-30

\$217,136.71

10-215-30


\$10,262.80

20-215.30

\$0.00

Total

\$260,525.37 <sup>proof</sup> \$0.00

Authorized Signature  Date 2-3-14

**INTERMEDIATE SCHOOL DISTRICT 917  
SCHOOL BOARD REPORT OF  
CONSOLIDATED INVESTMENTS (GENERAL & BUILDING)  
FEBRUARY 2014**

ACCOUNT NAME	ACCT NO	BEGINNING BALANCE	PURCHASES CREDITS	SALES TRANSFERS	INVESTMENT FEES	INTEREST EARNED	ENDING BALANCE	YEAR TO DATE INTEREST EARNED
1 MSDLAF + MAX	01	2,013,821.23	0.00	1,750,000.00	0.00	26.62	263,847.85	808.91
2 MSDLAF	01	267.67	0.00	0.00	0.00	0.00	267.67	0.01
MSDLAF FIXED (CD's, Term, Comm)	01	992,000.00	0.00	0.00	0.00	0.00	992,000.00	*1149.64
		<b>*Interest Maturity 5/27/14</b>						
3 WELLS FARGO SAVINGS ACCT	01	2,000,170.96	1,750,000.00	450,000.00	0.00	141.30	3,300,312.26	312.26
4 WELLS FARGO PORTFOLIO	01	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>5,006,259.86</b>	<b>1,750,000.00</b>	<b>2,200,000.00</b>	<b>0.00</b>	<b>167.92</b>	<b>4,556,427.78</b>	<b>1,121.18</b>

**EXPLANATION:** Lines 1 through 4 above are School District Investments complying with the requirements of Minnesota Statutes 118.01, 471.56 and 475.66. Lines 1 through 2 represent portfolios of investments made with Minnesota School Liquid Assets Fund plus (MSDLAF+) and are explained along with line 4 below.

1. MSDMAX is MSDLAF'S "Max Portfolio" and includes pooled investments plus banker's acceptances, commercial paper, repurchase agreements and US Government obligations.
2. MSDLAF is MSDLAF'S primary clearing "Money Market" fund. All fixed rate investments (FRI) clear through this account as do maturities, interest, and fees.
3. WELLS FARGO is a Savings Account.
4. WELLS FARGO PORTFOLIO includes pooled investments plus banker's acceptances, commercial paper, repurchase agreements and US Government obligations

NOTE: February 2014 Average MSDLAF Liquid Rate was .02% and the MSDLAF+MAX Average Rate was .04%. The MSDLAF CD Average Rate was .45 %. The Average Wells Fargo Savings Rate was .06%.

NR:vjw



**INTERMEDIATE SCHOOL DISTRICT 917**  
**SCHOOL BOARD REPORT OF**  
**CONSOLIDATED INVESTMENTS (GENERAL & BUILDING)**  
**JANUARY 2014**

								YEAR TO DATE
ACCOUNT NAME	ACCT NO	BEGINNING BALANCE	PURCHASES CREDITS	SALES TRANSFERS	INVESTMENT FEES	INTEREST EARNED	ENDING BALANCE	INTEREST EARNED
1 MSDLAF + MAX	01	763,770.73	1,250,000.00	0.00	0.00	50.50	2,013,821.23	782.29
2 MSDLAF	01	267.66	0.00	0.00	0.00	0.01	267.67	0.01
MSDLAF FIXED (CD's, Term, Comm)	01	992,000.00	0.00	0.00	0.00	0.00	992,000.00	*807.19
*Interest Maturity 5/27/14								
3 WELLS FARGO SAVINGS ACCT	01	2,000,062.46	500,000.00	500,000.00	0.00	108.50	2,000,170.96	108.50
4 WELLS FARGO PORTFOLIO	01	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>3,756,100.85</b>	<b>1,750,000.00</b>	<b>500,000.00</b>	<b>0.00</b>	<b>159.01</b>	<b>5,006,259.86</b>	<b>890.80</b>

**EXPLANATION:** Lines 1 through 4 above are School District Investments complying with the requirements of Minnesota Statutes 118.01, 471.56 and 475.66. Lines 1 through 2 represent portfolios of investments made with Minnesota School Liquid Assets Fund plus (MSDLAF+) and are explained along with line 4 below.

1. MSDMAX is MSDLAF'S "Max Portfolio" and includes pooled investments plus banker's acceptances, commercial paper, repurchase agreements and US Government obligations.
2. MSDLAF is MSDLAF'S primary clearing "Money Market" fund. All fixed rate investments (FRI) clear through this account as do maturities, interest, and fees.
3. WELLS FARGO is a Savings Account.
4. WELLS FARGO PORTFOLIO includes pooled investments plus banker's acceptances, commercial paper, repurchase agreements and US Government obligations

NOTE: January 2014 Average MSDLAF Liquid Rate was .03% and the MSDLAF+MAX Average Rate was .05%. The MSDLAF CD Average Rate was .45%. The Average Wells Fargo Money Market Rate was .06%.

NR:vjw

**INTERMEDIATE SCHOOL DISTRICT 917  
SCHOOL BOARD REPORT OF  
CONSOLIDATED INVESTMENTS (GENERAL & BUILDING)  
MARCH 2014**

ACCOUNT NAME	ACCT NO	BEGINNING BALANCE	PURCHASES CREDITS	SALES TRANSFERS	INVESTMENT FEES	INTEREST EARNED	ENDING BALANCE	YEAR TO DATE INTEREST EARNED
1 MSDLAF + MAX	01	263,847.85	2,400,000.00	0.00	0.00	71.41	2,663,919.26	880.32
2 MSDLAF	01	267.67	0.00	0.00	0.00	0.00	267.67	0.01
MSDLAF FIXED (CD's, Term, Comm)	01	992,000.00	0.00	0.00	0.00	0.00	992,000.00	*1528.77
<b>*Interest Maturity 5/27/14</b>								
3 WELLS FARGO SAVINGS ACCT	01	3,300,312.26	4,450,000.00	3,350,500.00	0.00	184.69	4,399,996.95	496.95
4 WELLS FARGO PORTFOLIO	01	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>4,556,427.78</b>	<b>6,850,000.00</b>	<b>3,350,500.00</b>	<b>0.00</b>	<b>256.10</b>	<b>8,056,183.88</b>	<b>1,377.28</b>

**EXPLANATION:** Lines 1 through 4 above are School District Investments complying with the requirements of Minnesota Statutes 118.01, 471.56 and 475.66. Lines 1 through 2 represent portfolios of investments made with Minnesota School Liquid Assets Fund plus (MSDLAF+) and are explained along with line 4 below.

1. MSDMAX is MSDLAF'S "Max Portfolio" and includes pooled investments plus banker's acceptances, commercial paper, repurchase agreements and US Government obligations.
2. MSDLAF is MSDLAF'S primary clearing "Money Market" fund. All fixed rate investments (FRI) clear through this account as do maturities, interest, and fees.
3. WELLS FARGO is a Savings Account.
4. WELLS FARGO PORTFOLIO includes pooled investments plus banker's acceptances, commercial paper, repurchase agreements and US Government obligations

NOTE: March 2014 Average MSDLAF Liquid Rate was .02% and the MSDLAF+MAX Average Rate was .04%. The MSDLAF CD Average Rate was .45%. The Average Wells Fargo Savings Rate was .06%.

NR:vjw

**INTERMEDIATE SCHOOL DISTRICT 917  
 TEMPORARY EMPLOYMENT AGREEMENT REPORT  
 July 1, 2013 through June 30, 2014**

**1st quarter: 7/1/13-9/30/13  
 2nd quarter: 10/1/13-12/31/13  
 3rd quarter: 1/1/14-03/31/14**

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
BIEGLER	PAMELA JILL	summer session	DCALS (DCTC loc)	Math Teacher/DCALS	20130701	20130816	\$1,150.69	14	2
BRITTAIN	DONNA MAE	Temp work agreement	Alliance Ed C Itinerants	Spec Ed Occup Therapist	20130701	20130731	\$2,085.04	6	7
CRISSINGER	BRENDA LYNETTE	summer session	Diamondhead Ed Ctr	Spec Ed Teacher	20130701	20130823	\$5,441.50	21	6
DOBSON	MEGHAN LOUISE	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Spec Ed Teacher-Lead	20130701	20130823	\$2,364.37	7	8
FRISQUE	SHERILYN FAYE	summer session	Alliance Ed C Itinerants	Spec Ed Teacher of Vis I	20130701	20130823	\$2,515.88	14	4
KAMIN	JENNA LYNN	summer session	Hilltop Elementary	Student Assistant HQ	20130701	20130716	\$669.60	10	4
KLEIN	LORI ANN	Temp work agreement	Alliance Ed C Itinerants	Lead Teacher	20130701	20130823	\$1,134.24	3	8
KLEIN	LORI ANN	summer session	Alliance Ed C Itinerants	Spec Ed Teacher of Vis I	20130701	20130823	\$3,024.65	16	4
LAMPRECHT	CHRISTOPHER J.	Temp work agreement	Lakeville North HS DASH	Deliveries/Moves Sp Ed	20130701	20130707	\$80.00	2	2
LAMPRECHT	CLAUDETTE	Temp work agreement	Lakeville North HS DASH	Deliveries/Moves Sp Ed	20130701	20130707	\$80.00	2	2
MAYES	ANN LOUISE	summer session	Alliance Ed C Itinerants	Spec Ed Teacher	20130701	20130808	\$3,062.40	21	3
PURFEERST	MEGAN A.	summer session	Alliance Ed C Itinerants	Spec Ed Teacher of Vis I	20130701	20130823	\$1,346.98	12	3
RIPPELMEYER	DAVID JAY	Temp work agreement	Lakeville North HS DASH	Deliveries/Moves Sp Ed	20130701	20130707	\$80.00	2	2
SWANEY	AMY LYNN	Temp work agreement	Apple Valley SUN	Spec Ed Teacher-Lead	20130701	20130823	\$1,771.84	10	4
TENNIS	JESSICA JOANNE	Temp work agreement	DCALS North	Enrollment Coord DCALS N	20130701	20130823	\$658.78	8	3.0938
WOOD	FRAN LOUISE	summer session	Alliance Ed C Itinerants	Spec Ed Teacher of Vis I	20130701	20130823	\$1,847.46	11	4
ALLEN	THERESA LYNN	summer session	Meadowview Elem PACES	Program Assistant HQ	20130708	20130801	\$1,120.00	16	4
ANDERSEN	KASANDRA LEE	summer session	Alliance Ed Ctr SUN	Student Assistant HQ	20130708	20130801	\$1,167.36	16	4
ANDERSON	AMY LOUISE	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16	4
ANDERSON	ELIZABETH ANN	summer session	Boeckman Mid Sch-PACES	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16	4
ANDERSON	JOEL ANDREW	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,047.68	16	4
ANDREWS	CATHERINE MORGA	summer session	Friendly Hills Middl TEA	Classroom Assistant HQ	20130708	20130719	\$523.84	8	4

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
ANTONELL	MELISSA LYNN	summer session	Friendly Hills Middl TEA	Classroom Assistant HQ	20130708	20130801	\$1,023.36	16	4
ARDREY	MARIA JEANINE	summer session	Meadowview Elem PACES	Program Assistant HQ	20130708	20130801	\$1,071.36	16	4
ARLT	LISA ANNE	summer session	Friendly Hills Middl TEA	Classroom Assistant HQ	20130708	20130801	\$1,095.68	16	4
ASHWELL	MORGAN CLAIRE	summer session	Friendly Hills Middl TEA	Mental Health Practition	20130708	20130801	\$1,543.70	16	4
ASMUS	JOAN SCHAEFER	summer session	Alliance Ed C itinerants	Nurse	20130708	20130801	\$587.83	3.5	4
ASMUS	JOAN SCHAEFER	summer session	Alliance Ed C itinerants	Nurse	20130708	20130801	\$1,679.51	5	8
BANKSTON	LINDSEY MARIE	summer session	Alliance Ed Ctr SUN	Spec Ed Teacher	20130708	20130801	\$2,163.50	16	4
BARTZ	MICHELLE RENEE	summer session	Meadowview Elem PACES	Spec Ed Teacher	20130708	20130801	\$1,600.00	16	4
BAUER	CARIE ANN	summer session	DCTC/Sp Ed Staff	Health Associate	20130708	20130801	\$1,724.16	16	4
BAUER	JACOB BRIAN	summer session	Boeckman Mid Sch-PACES	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16	4
BECHERER	GRETCHEN C.	summer session	DCTC/Sp Ed Staff	Classroom Assistant HQ	20130708	20130801	\$1,248.00	16	4
BETLOCK	THOMAS EDWARD	summer session	Alliance Ed Ctr SUN	Classroom Assistant HQ	20130708	20130801	\$1,095.68	16	4
BIRTTNEN	TRACY LEE	summer session	DCTC/Sp Ed Staff	Spec Ed Teacher	20130708	20130801	\$3,047.48	16	4
BUBERL	JENNIFER CLAIRE	summer session	Alliance Ed Ctr SUN	Classroom Assistant HQ	20130708	20130801	\$1,047.68	16	4
CARNEVALE	CORRINE SUE	summer session	Friendly Hills Middl TEA	Program Assistant HQ	20130708	20130801	\$1,047.68	16	4
CHLAN	JEREMY JAMES	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$803.52	12	4
COCHRAN	JAMES EDWARD	summer session	PD Works PACES	Spec Ed Teacher	20130708	20130801	\$3,219.11	16	4
COOK	ELIZABETH ANN	summer session	DCTC/Sp Ed Staff	Classroom Assistant HQ	20130708	20130801	\$1,047.68	16	4
COPELAND	KEMISHA A.	summer session	Friendly Hills Middl TEA	Mental Health Practition	20130708	20130801	\$2,400.00	16	4
CRAIG	RACHEL MAE	summer session	Hastings High Sch DASH	Program Assistant HQ	20130708	20130801	\$1,167.36	16	4
CRAMER	NATALIE LYNN	summer session	Cedar School SUN	Student Assistant HQ	20130708	20130801	\$1,071.36	16	4
DAHLBERG	KALLEY ANNE	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$803.52	12	4
DECLEENE	SAIGE MARIE	summer session	Apple Valley SUN	Spec Ed Teacher	20130708	20130801	\$1,600.00	16	4
DEGERSTROM	CASSANDRA DEE	summer session	Diamondhead Ed Ctr	Student Assistant HQ	20130708	20130801	\$1,071.36	16	4
DEMUTH	LANCE A.	summer session	Apple Valley SUN	Student Assistant HQ	20130708	20130801	\$1,143.68	16	4
DEVENOW	PEARL SUSAN	summer session	Gideon Pond itinerants	Spec Ed Teacher	20130708	20130823	\$2,682.43	13	4

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
DOBSON	MEGHAN LOUISE	summer session	Alliance Ed Cr SUN	Spec Ed Teacher	20130708	20130801	\$2,702.14	16	4
DODGE	MICHELLE MARIE	summer session	Pinecrest Eiern-Hastings	Interpreter-Sign Languag	20130708	20130801	\$1,673.60	16	4
ELBERS	KARI JEAN	summer session	Meadowview Eiern PACES	Classroom Assistant HQ	20130708	20130801	\$1,143.68	16	4
ENGELHARDT-FISCHBEI	KRISTIN L	summer session	Gideon Pond DHH	Spec Ed Teacher	20130708	20130801	\$2,905.86	16	4
ERICKSON	DIAN RUCKMAR	summer session	Alliance Ed Cr SUN	Program Assistant HQ	20130708	20130801	\$1,635.20	16	4
FLOM	ALICE LORETTA	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16	4
FORGETTE	MEGAN MARIE	summer session	Lakeville North HS DASH	Classroom Assistant HQ	20130708	20130801	\$1,023.36	16	4
HAMILTON	MAARON THOMAS	summer session	Alliance Educ Ctr IDEA	Program Assistant HQ	20130708	20130801	\$1,095.68	16	4
HARMON	MICHAEL TOLBERT	summer session	Friendly Hills Middl TEA	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16	4
HAWKINS	ANN ELIZABETH	summer session	Boeckman Mid Sch-PACES	Spec Ed Teacher	20130708	20130719	\$800.00	8	4
HENNES	KENNETH J.	summer session	DCTC/Sp Ed Staff	Student Assistant HQ	20130708	20130801	\$1,047.68	16	4
HERRMANN	ALISA MARIE	summer session	Alliance Ed Cr SUN	Classroom Assistant HQ	20130708	20130801	\$1,047.68	16	4
HOELSCHER	JUSTIN DAVID	summer session	Alliance Ed Cr SUN	Program Assistant HQ	20130708	20130801	\$1,071.36	16	4
HOFF	ARDIS YVONNE	summer session	Friendly Hills Middl TEA	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16	4
HOFF	WILLIAM C.	summer session	Friendly Hills Middl TEA	Classroom Assistant HQ	20130708	20130801	\$1,120.00	16	4
HOLLENBECK	TINA	summer session	Alliance Ed Cr SUN	Classroom Assistant HQ	20130708	20130801	\$1,095.68	16	4
HOREJSI	MELISSA JO	summer session	Alliance Ed C Itinerants	Spec Ed Teacher of Vis I	20130708	20130719	\$2,028.50	10	5
HOWLETT	CASSONDRA JO	summer session	Alliance Ed Cr SUN	Classroom Assistant HQ	20130708	20130801	\$1,047.68	16	4
HUAMAN	DARLA BERTHA	summer session	Diamondhead Ed Ctr	Spec Ed Teacher	20130708	20130801	\$2,965.32	16	4
IVERSON	COURTNEY JO	summer session	DCTC/Sp Ed Staff	Spec Ed Teacher	20130708	20130801	\$1,842.85	16	4
JACKSON	MEAGAN ALEXANDR	summer session	Friendly Hills Middl TEA	Program Assistant HQ	20130708	20130801	\$1,120.00	16	4
JOHNSEN	JASON ADAM	summer session	Alliance Ed Cr SUN	Program Assistant HQ	20130708	20130801	\$1,143.68	16	4
JONES	LUCAS MANDULEY	summer session	Friendly Hills Middl TEA	Program Assistant HQ	20130708	20130801	\$1,167.36	16	4
KEITTA	IBRAHIMA	summer session	Alliance Educ Ctr IDEA	Student Assistant HQ	20130708	20130801	\$1,071.36	16	4
KIMLINGER	KENDRA LEA	summer session	Alliance Ed Ctr IDEAS/SUN	Program Assistant HQ	20130708	20130801	\$1,071.36	16	4
KLEIN	LORI ANN	summer session	Alliance Ed C Itinerants	Spec Ed Teacher of Vis I	20130708	20130801	\$3,024.65	16	4

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK HRS/ DAY
KLIMEK	LORILEA J.	summer session	DCTC/Sp Ed Staff	Program Assistant HQ	20130708	20130801	\$1,507.20	16 4
KNEER	AMBER JANE	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16 4
KURTEN	CAROL LEIGH	summer session	DCTC/Sp Ed Staff	Program Assistant HQ	20130708	20130726	\$840.00	12 4
LAFFEN	ELIZABETH A.	summer session	DCTC/Sp Ed Staff	Classroom Assistant HQ	20130708	20130801	\$1,095.68	16 4
LAFFEN	RACHELLE JANAE	summer session	DCTC/Sp Ed Staff	Classroom Assistant HQ	20130708	20130801	\$1,023.36	16 4
LAMPRECHT	CHRISTOPHER J.	summer session	Lakeville North HS DASH	Classroom Assistant HQ	20130708	20130801	\$1,023.36	16 4
LAMPRECHT	CLAUDETTE	summer session	Homebound DASH	Spec Ed Teacher	20130708	20130801	\$496.44	8 1.25
LAMPRECHT	CLAUDETTE	summer session	Lakeville North HS DASH	Spec Ed Teacher	20130708	20130801	\$3,177.21	16 4
LANG	SHEILA STEPHANI	summer session	DCTC/Sp Ed Staff	Classroom Assistant HQ	20130708	20130801	\$1,120.00	16 4
LANG	STEVEN ROBERT	summer session	Apple Valley SUN	Spec Ed Teacher	20130708	20130801	\$1,600.00	16 4
LANO	ALEXANDER ROBER	summer session	Alliance Ed Ctr SUN	Classroom Assistant HQ	20130708	20130801	\$1,047.68	16 4
LARSEN	BETSY SUE	summer session	Boeckman Mid Sch-PACES	Spec Ed Teacher	20130708	20130801	\$2,763.94	16 4
LARSEN	BETSY SUE	summer session	Chr McAuliffe DASH&ECSE	Spec Ed Teacher-homeboun	20130708	20130801	\$172.75	4 1
LARSEN	BETSY SUE	summer session	Lakeville North HS DASH	Spec Ed Teacher-homeboun	20130708	20130801	\$345.49	4 2
LIDBERG	SEAN DAVID	summer session	Alliance Ed Ctr SUN	Classroom Assistant HQ	20130708	20130801	\$1,095.68	16 4
LIVINGSTON	CHRISTINE MICHE	summer session	Sibley High School DASH	Spec Ed Teacher	20130708	20130801	\$2,800.65	16 4
LOR	KIA	summer session	Apple Valley SUN	Classroom Assistant HQ	20139708	20130801	\$1,095.68	16 4
MABERRY	SAYRAJAYNE D.	summer session	Alliance Ed Ctr IDEA/SUN	Nurse	20130708	20130801	\$1,600.00	16 4
MANN	ERIN ELIZABETH	summer session	Meadowview Elern PACES	Classroom Assistant HQ	20130708	20130801	\$1,120.00	16 4
MANTEUFEL	CHRISTINE MARIE	summer session	Lakeville North HS DASH	Classroom Assistant HQ	20130708	20130801	\$1,023.36	16 4
MARTIN	KARISSA D.	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,047.68	16 4
MATTICE	CATHLEEN CAROL	summer session	Alliance Ed Ctr SUN	Spec Ed Teacher	20130708	20130801	\$2,408.99	16 4
MATTOS	PATRICIA ANN	Temp work agreement	DCALS (DCTC loc)	Enrollment Coord DCALS	20130708	20130823	\$3,136.99	10 6
MATTSON	SHELBY ANNE	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,095.68	16 4
NDJAME	MOUHAMED LAMINE	summer session	Alliance Ed Ctr SUN	Classroom Assistant HQ	20130708	20130801	\$1,047.68	16 4
O'DOWD-MALLAM	ALEXANDRA A.	summer session	Diamondhead Ed Ctr	Student Assistant HQ	20130708	20130801	\$1,023.36	16 4

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK HRS/ DAY
OLSON	ELISA KATHLEEN	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16 4
OLSON	JACKIE MARIE	summer session	Alliance Ed Ctr SUN	Spec Ed Teacher	20130708	20130801	\$1,328.64	16 4
OLSON	NANCY MAE	summer session	Diamondhead Ed Ctr	Program Assistant HQ	20130708	20130801	\$1,071.36	16 4
PEMBLE	HOLLY MARIE	summer session	DCTC/Sp Ed Staff	Student Assistant HQ	20130708	20130801	\$1,023.36	16 4
PETERSEN	JENNIFER MAE	summer session	Friendly Hills Middl TEA	Mental Health Profession	20130708	20130801	\$1,543.70	16 4
PETERSON	MARGO LORRAINE	summer session	Friendly Hills Middl TEA	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16 4
PETERSON	MARY HELEN SAUV	summer session	DCTC/Sp Ed Staff	Spec Ed Phys & Hlth Disa	20130708	20130801	\$3,068.30	16 4
PETERSON	SHERLYN MARIE	summer session	Meadowview Elem PACES	Spec Ed Teacher	20130708	20130801	\$2,551.09	16 4
PETERSON	STEPHANIE BETH	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,023.36	16 4
PINNT	KATIE MARIE	summer session	Alliance Ed Ctr SUN	Program Assistant HQ	20130708	20130801	\$1,071.36	16 4
RANDALL	TRACIE LEE	summer session	Apple Valley SUN	Spec Ed Teacher	20130708	20130801	\$2,763.94	16 4
REDMAN	DANIEL BRADEN	summer session	Friendly Hills Middl TEA	Mental Health Practition	20130708	20130801	\$2,240.00	16 4
REGAN	AMBER LEIGH	summer session	DCTC/Sp Ed Staff	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16 4
RIPPELMEYER	DAVID JAY	summer session	DCTC/Sp Ed Staff	Spec Ed Teacher	20130708	20130801	\$2,130.94	16 4
ROGERS	KATHRYN LYNN	summer session	Alliance Educ Ctr IDEA	Classroom Assistant HQ	20130708	20130801	\$1,095.68	16 4
SANDGREN	MONICA ANN	summer session	Lakeville North HS DASH	Program Assistant HQ	20130708	20130801	\$1,047.68	16 4
SAVAGE	DAWN MARIE	summer session	Diamondhead Ed Ctr	Student Assistant HQ	20130708	20130801	\$1,443.20	16 4
SCHERER	DANELLE MARIE	summer session	Alliance Ed Ctr SUN	Classroom Assistant HQ	20130708	20130801	\$1,047.68	16 4
SCHMIDT	NICOLE LYNN	summer session	Boeckman Mid Sch-PACES	Classroom Assistant HQ	20130708	20130801	\$1,047.68	16 4
SCHMIDT	PHILLIP A.	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16 4
SCOTT	TRISA MAE	summer session	Friendly Hills Middl TEA	Spec Ed Teacher	20130708	20130801	\$2,834.94	16 4
SEELIG	SHARON MARIE	summer session	Lakeville North HS DASH	Health Associate	20130708	20130801	\$1,852.16	16 4
SMITH	KATHLEEN ANNE	summer session	Gideon Pond DHH	Program Assistant HQ	20130708	20130801	\$1,143.68	16 4
SONKO	CHEIKH SADIBOU	summer session	Alliance Educ Ctr IDEA	Classroom Assistant HQ	20130708	20130801	\$1,071.36	16 4
SPEARS	ALFRED CORTEZ	summer session	Alliance Educ Ctr IDEA	Student Assistant HQ	20130708	20130801	\$1,047.68	16 4
SPURGIN	LYNETTE C.	summer session	Meadowview Elem PACES	Program Assistant HQ	20130708	20130712	\$280.00	4 4

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
STAPLES	ANN MARGUERITE	summer session	DCTC/Sp Ed Staff	Program Assistant HQ	20130708	20130801	\$1,479.68	16	4
STRESE	DEBRA NYLENE	summer session	Boeckman Mid Sch-PACES	Classroom Assistant HQ	20130708	20130801	\$1,159.68	16	4
STROM	CAROL ANN	summer session	Alliance Ed C Itinerants	Spec Ed Teacher of Vis I	20130708	20130719	\$2,057.50	10	5
STRONG	JENNIFER MEGAN	summer session	Friendly Hills Middl TEA	Spec Ed Teacher	20130708	20130801	\$1,600.00	16	4
SULLIVAN	MAUREEN P.	summer session	Apple Valley SUN	Spec Ed Teacher	20130708	20130801	\$2,053.89	16	4
SWANEY	AMY LYNN	summer session	Apple Valley SUN	Spec Ed Teacher	20130708	20130801	\$2,834.94	16	4
TENDRICH	SONIA LYNN	summer session	Gideon Pond DHH	Spec Ed Teacher	20130708	20130801	\$2,239.53	16	4
TENNESSEN	LAURA J.	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,167.36	16	4
THERRIEN	RENEE DEBORAH	summer session	Diamondhead Ed Ctr	Program Assistant HQ	20130708	20130801	\$1,023.36	16	4
TOAY	GRETCHEN ANN	summer session	Pinecrest Elem-Hastings	Interpreter-Sign Languag	20130708	20130801	\$1,350.40	16	4
TOAY	GRETCHEN ANN	summer session	Riverview Elem DHH POS	Interpreter-Sign Languag	20130708	20130823	\$2,004.50	19	5
TOLLEFSON	BRENDA KAY	Temp work agreement	DCTC/Sp Ed Staff	Speech/Lang. Path.-Lead	20130708	20130820	\$3,472.05	14	5
TORRES	LATISHA MARIE	summer session	Alliance Educ Ctr IDEA	Student Assistant HQ	20130708	20130801	\$1,023.36	16	4
TUVEY	SARA ANN	summer session	Friendly Hills Middl TEA	Spec Ed Teacher	20130708	20130801	\$3,047.48	16	4
VALERIO	STACY LYNETTE	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,143.68	16	4
VILINSKIS	KARI MARGARET	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$280.00	4	4
VOLD	ADAM JAMES	summer session	Friendly Hills Middl TEA	Mental Health Practition	20130708	20130801	\$1,600.00	16	4
VOORHEES	AMY LYNN	summer session	Gideon Pond DHH	Spec Ed Teacher	20130708	20130801	\$2,976.48	16	4
VOTEL	SHARON MARIE	summer session	Alliance Educ Ctr IDEA	Spec Ed Teacher	20130708	20130801	\$3,431.18	16	4
VRIEZE	JANEL LYNN	summer session	DCTC/Sp Ed Staff	Spec Ed Teacher	20130708	20130801	\$3,144.30	16	4
WALSH	DENNIS GERARD	summer session	Alliance Educ Ctr IDEA	Spec Ed Teacher	20130708	20130801	\$1,600.00	16	4
WALSTON	ELIZABETH C.C.	summer session	Apple Valley SUN	Student Assistant HQ	20130708	20130801	\$1,023.36	16	4
WEIS	COLLEEN FRANCES	summer session	Alliance Educ Ctr IDEA	Spec Ed Teacher	20130708	20130801	\$2,156.45	16	4
WELLS	OWEN JAMES	summer session	Alliance Ed Ctr SUN	Spec Ed Teacher	20130708	20130801	\$2,834.94	16	4
WERNER	AMY MARIE	summer session	DCTC/Sp Ed Staff	Program Assistant HQ	20130708	20130801	\$1,071.36	16	4
WERTANEN	SUSAN MARIA	summer session	Apple Valley SUN	Classroom Assistant HQ	20130708	20130801	\$1,248.00	16	4



LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK HRS/DAYS	MAX DAY
WHITE	HANNAH MARGARET	summer session	Alliance Ed Ctr SUN	Classroom Assistant HQ	20130708	20130801	\$1,023.36	16	4
WILKIN	CHRISTINA MARIE	summer session	Alliance Ed Ctr SUN	Student Assistant HQ	20130708	20130801	\$1,047.68	16	4
WOLF	DANIELLE MARIE	summer session	DCTC/Sp Ed Staff	Spec Ed Teacher	20130708	20130801	\$1,600.00	16	4
EGGERS	JACQUELINE KAYE	summer session	Alliance Educ Ctr IDEA	Spec Ed Teacher	20130709	20130801	\$1,500.00	15	4
STAMM	AMANDA LARAE	summer session	DCTC/Sp Ed Staff	Classroom Assistant HQ	20130709	20130801	\$959.40	15	4
STEINER	DORETTA PHILE	summer session	Boeckman Mid Sch-PACES	Classroom Assistant HQ	20130709	20130801	\$767.52	12	4
KORBEL-HUGHES	NICOLE ASHLEY	summer session	Sibley High School DASH	Student Assistant HQ	20130710	20130801	\$1,205.28	16	4.5
PEDERSON	KIRSTEN ANN	summer session	Meadowview Elenm PACES	Classroom Assistant HQ	20130710	20130801	\$821.76	12	4
HIRD	NICOLE COLLEEN	Temp work agreement	Sibley High School DASH	Health Associate	20130715	20130729	\$236.52	3	4
EBERHARDT	JAMES ROGER	Temp work agreement	DCALS (DCTC loc)	Teacher on Spec Assgn-Se	20130717	20130717	\$244.33	1	5
ERICKSON	AMY M.	summer session	Diamondhead Ed Ctr	Spec Ed Teacher	20130722	20130801	\$1,692.19	9	4
RHEIN	KENT EDWARD	summer session	Boeckman Mid Sch-PACES	Spec Ed Teacher	20130723	20130801	\$1,272.71	7	4
ASMUS	JOAN SCHAEFER	Temp work agreement	Alliance Ed C itinerants	Nurse	20130724	20130823	\$419.88	4	2.5
ASMUS	JOAN SCHAEFER	Temp work agreement	Hastings Middle Sch DASH	Nurse	20130724	20130823	\$335.90	2	4
BRINK	MIRANDA JEAN	Temp work agreement	Alliance Ed C itinerants	Health Associate	20130724	20130830	\$218.60	4	2.5
MABERRY	SAYRAJAYNE D.	Temp work agreement	Alliance Ed Ctr IDEA/SUN	Nurse	20130724	20130823	\$250.00	4	2.5
SEELIG	SHARON MARIE	Temp work agreement	Alliance Ed C itinerants	Health Associate	20130724	20130830	\$289.40	4	2.5
FRIEST	SUSAN NORMA	summer session	Homebound DASH	Spec Ed Occup Therapist	20130729	20130729	\$47.62	1	1
SINGER	CAROL ANN	summer session	DCTC/Sp Ed Staff	Program Assistant HQ	20130729	20130801	\$280.00	4	4
ASHWELL	MORGAN CLAIRE	Temp work agreement	Friendly Hills Middl TEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2	8
CARNEVALE	CORRINE SUE	summer session	Friendly Hills Middl TEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2	8
COLLING	RHIANON MICHELL	Temp work agreement	Friendly Hills Middl TEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2	8
DECLEENE	SAIGE MARIE	Temp work agreement	Cedar School SUN	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2	8
EVANS	AARON JON	Temp work agreement	Cedar School IDEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2	8
FRISQUE	SHERILYN FAYE	Temp work agreement	Alliance Ed C itinerants	Spec Ed Teacher of Vis I	20130801	20130802	\$718.82	2	8
GAYLORD	TANYA MARIE	Temp work agreement	Apple Valley SUN	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2	8

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK HRS/ DAY
HASCHIG	ANN KATHLEEN	Temp work agreement	Friendly Hills Middl TEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
JONES	LUCAS MANDULEY	Temp work agreement	Friendly Hills Middl TEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
MANNINEN	MELANIE FAY	Temp work agreement	Cedar School SUN	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
MARTIN	KIM MARIE	Temp work agreement	Apple Valley SUN	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
PETERSEN	JENNIFER MAE	Temp work agreement	Friendly Hills Middl TEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
REDMAN	DANIEL BRADEN	Temp work agreement	Friendly Hills Middl TEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
RENKEN	WENDI MARLAINA	Temp work agreement	Friendly Hills Middl TEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
SCOTT	TRISA MAE	Temp work agreement	Friendly Hills Middl TEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
SINKINSON	JESSICA ANN	Temp work agreement	Friendly Hills Middl TEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
SINKINSON	JESSICA ANN	Temp work agreement	Friendly Hills Middl TEA	Special Education Traini	20130801	20130802	\$556.51	2 8
SULLIVAN	MAUREEN P.	Temp work agreement	Apple Valley SUN	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
SZOKA	BRENDA JEAN	Temp work agreement	Cedar School SUN	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
TESKEY	SCOTT	Temp work agreement	DCALS (DCTC loc)	Articulation Coordinator	20130801	20140630	\$4,342.59	20.25 4
THOMPSON	ANNE ELIZABETH	Temp work agreement	Apple Valley SUN	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
TUVEY	SARA ANN	Temp work agreement	Friendly Hills Middl TEA	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
VOLLBRECHT	MICHELLE LYNN	summer session	Boeckman Mid Sch-PACES	Spec Ed Teacher	20130801	20130802	\$454.55	2 8
WATTELET	JOLENE RENE	Temp work agreement	Apple Valley SUN	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
WEIR	LAURA MARIE	Temp work agreement	Apple Valley SUN	Deliveries/Moves Sp Ed	20130801	20130823	\$320.00	2 8
PETERSON	SHERLYN MARIE	Temp work agreement	Meadowview Elem PACES	Deliveries/Moves Sp Ed	20130815	20130823	\$160.00	1 8
RHEIN	KENT EDWARD	Temp work agreement	Meadowview Elem PACES	Deliveries/Moves Sp Ed	20130815	20130823	\$160.00	1 8
DODGE	MICHELLE MARIE	Temp work agreement	Pincrest Elem-Hastings	Interpreter-Sign Languag	20130822	20130822	\$104.60	1 4
KAMIN	JENNA LYNN	Temp work agreement	Hilltop Elementary	Student Assistant HQ	20130822	20140605	\$18,932.94	174 6.5
KELSALL	MARGERRY ANN	Temp work agreement	Alliance Ed C Itinerants	Spec Ed Phys Therapist	20130822	20140605	\$3,475.07	35 2
KUKLOCK	DANIEL EMMETT	Temp work agreement	Boeckman Mid Sch-PACES	Classroom Assistant HQ	20130822	20130822	\$89.35	1 5
LIDBERG	SEAN DAVID	Temp work agreement	Alliance Ed Ctr SUN	Spec Ed Community Expert	20130822	20140606	\$35,500.00	187 8
WERNER	BETH AILEEN	Temp work agreement	Targeted Services	Info Mgmt Assist II	20130823	20131018	\$1,418.55	7 7.5

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK HRS/ DAY	MAX DAY
HAASNOOT	DORINDA CAROL	Temp work agreement	Targeted Services	Admin Assistant III	20130824	20131018	\$1,511.48	7	7.5
SAVAGE	DAWN MARIE	Temp work agreement	Gideon Pond DHH	Interpreter-Sign Languag	20130826	20130830	\$641.25	5	5
ADELMANN	ANGELA ELIZABET	Temp work agreement	Cedar School SUN	Student Assistant HQ	20130829	20140606	\$19,587.75	175	7
ANDERSEN	KASANDRA LEE	Temp work agreement	Alliance Ed Ctr SUN	Student Assistant HQ	20130829	20140606	\$10,415.04	175	3.25
DEGERSTROM	CASSANDRA DEE	Temp work agreement	Diamondhead Ed Ctr	Student Assistant HQ	20130829	20140605	\$11,864.48	135	5.25
DONALDSON	JACOB MICHAEL	Temp work agreement	Cedar School SUN	Student Assistant HQ	20130829	20140606	\$19,587.75	175	7
FLEES	BRUCE JUDD	Temp work agreement	Cedar School SUN	Student Assistant HQ	20130829	20140606	\$20,053.25	175	7
HENNES	KENNETH J.	Temp work agreement	DCTC/Sp Ed Staff	Student Assistant HQ	20130829	20140606	\$19,337.06	175	6.75
HUBERTY	LAURA JOANNE	Temp work agreement	Diamondhead Ed Ctr	Student Assistant HQ	20130829	20131006	\$911.43	19	3
O'DOWD-MALLAM	ALEXANDRA A.	Temp work agreement	Diamondhead Ed Ctr	Student Assistant HQ	20130829	20131004	\$491.10	10	3
O'DOWD-MALLAM	ALEXANDRA A.	Temp work agreement	Diamondhead Ed Ctr	Student Assistant HQ	20130829	20131008	\$392.88	8	3
OJARD	SELINA ELISA	Temp work agreement	DCTC/Sp Ed Staff	Student Assistant HQ	20130829	20130918	\$1,535.63	13	6.75
OSTER	TRINA MARIE	Temp work agreement	DCTC/Sp Ed Staff	Student Assistant HQ	20130829	20140606	\$21,546.00	175	6.75
TORRES	LATISHA MARIE	Temp work agreement	Alliance Educ Ctr IDEA	Student Assistant HQ	20130829	20131013	\$3,245.98	30	6.75
WAGNER	KRISTINE ANN	Temp work agreement	Gideon Pond DHH	Student Assistant HQ	20130829	20140323	\$15,710.63	125	6.75
WILKIN	CHRISTINA MARIE	Temp work agreement	Alliance Ed Ctr SUN	Student Assistant HQ	20130829	20140606	\$19,374.89	175	6.75
BAUER	CARIE ANN	Temp work agreement	Chr McAuliffe DASH&ECSE	Health Associate	20130903	20140606	\$3,475.26	172	0.75
KORBEL-HUGHES	NICOLE ASHLEY	Temp work agreement	Sibley High School DASH	Student Assistant HQ	20130903	20140605	\$22,766.40	170	8
LARSEN	BETSY SUE	Temp work agreement	Hastings High Sch DASH	Spec Ed Teacher-homeboun	20130903	20140606	\$1,673.48	31	1.25
VICTOR	SUSAN LOUISE	Temp work agreement	DCTC/Sp Ed Staff	Health Associate	20130903	20131127	\$8,212.80	59	7.25
VRIEZE	JANEL LYNN	Temp work agreement	Chr McAuliffe DASH&ECSE	Spec Ed Teacher-homeboun	20130903	20140606	\$1,903.78	31	1.25
LANG	BERDETTA JEAN	Temp work agreement	Homebound DASH	Speech/Lang. Pathologist	20130904	20140321	\$238.08	4	1.25
QUAM	LYNN MARIE	Temp work agreement	Homebound DASH	Spec Ed Occup Therapist	20130904	20140321	\$325.17	9	1.25
BIEGLER	PAMELA JILL	Temp work agreement	DCALS-ONLINE	Math Teacher/DCALS	20130909	20140117	\$2,342.47	15	3.8
FRIEST	SUSAN NORMA	Temp work agreement	Alliance Ed C linearants	Spec Ed Teacher-homeboun	20130909	20140606	\$535.69	9	1.25
LANG	BERDETTA JEAN	Temp work agreement	Homebound DASH	Speech/Lang. Pathologist	20130909	20140606	\$535.69	9	1.25

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
SACKETT	CARI ANN	Temp work agreement	DCTC/Sp Ed Staff	Student Assistant HQ	20130919	20140606	\$18,305.19	162	6.75
OLSON	ABIGAIL LYNN	Temp work agreement	DCTC/Sp Ed Staff	Student Assistant HQ	20130924	20140606	\$17,161.27	159	6.75
ENGELHARDT-FISCHBEI	KRISTIN L	Temp work agreement	Gideon Pond DHH	Sign Class Instructor	20130930	20131203	\$1,816.16	10	4
DODGE	MICHELLE MARIE	Temp work agreement	Century Middle School	Interpreter-Sign Language	20131002	20140605	\$261.50	20	0.5
ANDRYSKI	MEGHAN L	Temp work agreement	Diamondhead Ed Ctr	Student Assistant HQ	20131007	20140221	\$703.91	14	3.07143
LENTZ	JENNIFER ANN	Temp work agreement	Hastings Middle Sch DASH	Student Assistant HQ	20131007	20140605	\$17,157.27	148	7.25
O'DOWD-MALLAM	ALEXANDRA A.	Temp work agreement	Diamondhead Ed Ctr	Student Assistant HQ	20131007	20140605	\$5,794.98	118	3
DEGERSTROM	CASSANDRA DEE	Temp work agreement	Intervener Trng MN D/B	Student Assistant HQ	20131011	20131012	\$200.88	2	6
LAFFEN	ELIZABETH A.	Temp work agreement	Intervener Trng MN D/B	Classroom Assistant HQ	20131011	20140426	\$1,593.99	12	7.7589
O'DOWD-MALLAM	ALEXANDRA A.	Temp work agreement	Intervener Trng MN D/B	Student Assistant HQ	20131011	20140426	\$1,178.64	12	6
OLSON	NANCY MAE	Temp work agreement	Intervener Trng MN D/B	Program Assistant HQ	20131011	20140426	\$1,205.28	12	6
WERNER	AMY MARIE	Temp work agreement	Intervener Trng MN D/B	Program Assistant HQ	20131011	20140426	\$1,558.61	12	7.7589
ASMUS	JOAN SCHAEFER	Temp work agreement	Alliance Ed C Itinerants	CPR Trainer	20131016	20131107	\$304.42	3	2.4167
BRINK	MIRANDA JEAN	Temp work agreement	Hastings High Sch DASH	CPR Trainer	20131016	20131023	\$131.16	2	3
ASHWELL	MORGAN CLAIRE	Temp work agreement	Apple Valley TEA	Mental Health Practition	20131021	20131127	\$219.46	4	2
COLLING	RHIANON MICHELL	Temp work agreement	Apple Valley TEA	Mental Health Practition	20131021	20131127	\$295.95	4	2
HASCHIG	ANN KATHLEEN	Temp work agreement	Apple Valley TEA	Mental Health Practition	20131021	20131127	\$136.40	2	2.5
HASCHIG	ANN KATHLEEN	Temp work agreement	Apple Valley TEA	Mental Health Practition	20131021	20131127	\$218.24	4	2
REDMAN	DANIEL BRADEN	Temp work agreement	Apple Valley TEA	Mental Health Practition	20131021	20131127	\$267.36	4	2
STEVENS	ERIN KATHLEEN	Temp work agreement	Apple Valley TEA	Mental Health Practition	20131021	20131127	\$127.00	2.5	2
STEVENS	ERIN KATHLEEN	Temp work agreement	Apple Valley TEA	Mental Health Practition	20131021	20131127	\$203.20	4	2
KINNEY	JULIANNE CHRIST	Temp work agreement	Diamondhead Ed Ctr	Student Assistant HQ	20131029	20140605	\$9,367.73	109	5.25
BOYD	GORDON DAVID	Temp work agreement	DCTC/Sp Ed Staff	Student Assistant HQ	20131105	20140606	\$14,247.09	132	6.75
RIESSGRAF	AMY SUE	Temp work agreement	Apple Valley TEA	Mental Health Practition	20131113	20131220	\$4,940.00	26	8
VICTOR	SUSAN LOUISE	Temp work agreement	DCTC/Sp Ed Staff	Health Associate	20131202	20140606	\$16,008.00	115	7.25
MATEO	EMILY ANN	Temp work agreement	DCALS N EXTDAY-NIGHT SCH	English/Comm Tchr DCALS	20140109	20140605	\$2,124.55	35	2.25

LAST NAME	FIRST NAME	DESCRIPTION	LOCATION	POSITION	START DATE	END DATE	SALARY	MAX# WORK DAYS	MAX HRS/ DAY
MATEO	EMILY ANN	Temp work agreement	DCALS-N SATURDAY SCH	English/Comm Tchr DCALS	20140109	20140605	\$1,719.87	15	4.25
MORRIS	LYNN CATHERINE	Temp work agreement	DCALS-N SATURDAY SCH	Math Teacher/DCALS	20140111	20140602	\$2,217.34	15	4.25
BEATTIE	JEAN MARIE	Temp work agreement	Homebound DASH	Spec Ed Teacher-homebound	20140121	20140430	\$440.81	14	1.25
LANG	BERDETTA JEAN	Temp work agreement	Homebound DASH	Speech/Lang. Pathologist	20140121	20140430	\$238.08	4	1.25
LARSON	JILL E.	Temp work agreement	Homebound DASH	Spec Ed Teacher/DAPE	20140121	20140430	\$626.94	14	1.25
QUAM	LYNN MARIE	Temp work agreement	Homebound DASH	Spec Ed Occup Therapist	20140121	20140430	\$144.52	4	1.25
ARNESON	BRENDA SUE	Temp work agreement	DCALS (DCTC loc)	Medical Careers-RN-NA/HH	20140124	20140530	\$1,620.00	15	3.6
BORCHARDT	MARCIA KAY	Temp work agreement	DCALS (DCTC loc)	Medical Careers-RN-NA/HH	20140124	20140530	\$3,060.00	23	4.4348
ENGELHARDT-FISCHEI	KRISTIN L	Temp work agreement	Gideon Pond DHH	Sign Class Instructor	20140203	20140414	\$1,816.16	10	4
LANG	BERDETTA JEAN	Temp work agreement	Homebound DASH	Speech/Lang. Pathologist	20140204	20140321	\$119.04	2	1.25
LARSON	JILL E.	Temp work agreement	Homebound DASH	Spec Ed Teacher/DAPE	20140204	20140321	\$313.47	7	1.25
QUAM	LYNN MARIE	Temp work agreement	Homebound DASH	Spec Ed Occup Therapist	20140204	20140321	\$72.26	2	1.25
LEHMANN	JENNIFER MARIE	Temp work agreement	DCTC/Sp Ed Staff	Student Assistant HQ	20140210	20140606	\$7,987.01	74	6.75
BESKAR	TAMARA MARIE	Temp work agreement	Alliance Ed Ctr SUN	Student Assistant HQ	20140218	20140606	\$7,459.33	69	6.75
EPPS	DAWN MARIE	Temp work agreement	Alliance Ed Ctr IDEAS/SUN	Spec Ed Teacher-Lead	20140218	20140321	\$373.06	23	1
WOLF	DANIELLE MARIE	Temp work agreement	DCALS-N EXT DAY-ONLINE	Spec Ed Teacher	20140225	20140320	\$492.20	9	2.25
SECK	DJIBY	Temp work agreement	Alliance Educ Ctr IDEA	Student Assistant HQ	20140226	20140606	\$7,027.60	65	6.75
RIESGRAF	AMY SUE	Temp work agreement	Apple Valley TEA	Mental Health Practition	20140303	20140606	\$12,065.00	63.5	8
ADIX	STEPHANIE ANN	Temp work agreement	Apple Valley TEA	Mental Health Practition	20140331	20140609	\$9,215.00	48.5	8

## **600 STUDENTS**

### **6.15 WELLNESS**

#### **I. PURPOSE**

The purpose of this policy is to assure a school environment that promotes and protects students' health, well-being, and ability to learn by supporting healthy eating and physical activity.

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

- A. The school board recognizes that nutrition education and physical education are essential components of the educational process and that good health fosters student attendance and education.
- B. The school environment should promote and protect students' health, well-being, and ability to learn by encouraging healthy eating and physical activity.
- C. The school district encourages the involvement of students, parents, teachers, food service staff, and other interested persons in implementing, monitoring, and reviewing school district nutrition and physical activity policies.
- D. Children need access to healthy foods and opportunities to be physically active in order to grow, learn, and thrive.
- E. All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- F. Qualified food service personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.

#### **III. GOALS**

##### **A. Physical Activity**

- 1. Through district curriculum district 917 will educate students to recognize that physical education is an essential component of the educational process and that good health fosters student achievement.
- 2. Provide opportunities to strengthen the skills and knowledge needed to maintain a healthy lifestyle through the district's physical education and health curricula.

3. Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. Toward that end, health education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities such as watching television;
4. Teachers will be encouraged to develop opportunities for physical activity that can be incorporated into subject lessons and are encouraged to provide short, physical activity breaks during class.

## **B. Nutrition Education and Promotion**

1. Through district curriculum district 917 will provide nutrition education that follows national and state standards and focuses on understanding the relationship between personal behavior, individual health and the impact of food choices.
2. Provide nutrition education that is developmentally appropriate, culturally relevant and includes participatory activities.
3. The school district will encourage all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte [snack] lines, vending machines, fundraising events, concession stands, and student stores.
4. Teachers will be encouraged to incorporate nutritional information into subject lessons when appropriate.

## **III. NUTRITION GUIDELINES**

### **A. Foods and Beverages**

1. All foods and beverages made available on campus (including concessions and a la carte cafeteria items) will be consistent with the current USDA Dietary Guidelines for Americans.
2. Food service personnel will take every measure to ensure that student access to foods and beverages meet or exceed all federal, state, and local laws and guidelines.
3. Food service personnel shall adhere to all federal, state, and local food safety and security guidelines.

4. The school district will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.
5. The school district will provide students access to hand washing or hand sanitizing before they eat meals or snacks.
6. The school district will make every effort to provide students with sufficient time to eat after sitting down for school meals and will schedule meal periods at appropriate times during the school day.
7. ~~The school district will discourage tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities. Food will not be used as a reward or punishment for academic performance or behavior. Per the Americans with Disabilities Act, special Consideration will be given for students with an Individual Education Plan, 504 accommodation or with special health and dietary requirements.~~

B. School Food Service Program/Personnel

1. The school district will provide healthy and safe school meal programs that strictly comply with all federal, state, and local statutes and regulations.
2. The school district shall designate an appropriate person to be responsible for the school district's food service program, whose duties shall include the creation of nutrition guidelines and procedures for the selection of foods and beverages made available on campus to ensure food and beverage choices are consistent with current USDA Dietary Guidelines for Americans.
3. As part of the school district's responsibility to operate a food service program, the school district will provide continuing professional development for all food service personnel in schools.

~~C. Nutrition Education and Promotion~~

- ~~1. The school district will encourage and support healthy eating by students and engage in nutrition promotion that is:~~
  - ~~a. offered as part of a comprehensive program designed to provide students with the knowledge and skills necessary to promote and protect their health;~~



- ~~b. part of health education classes as well as classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects, where appropriate; and~~
- ~~c. enjoyable, developmentally appropriate, culturally relevant, and includes participatory activities, such as contests, promotions, taste testing, and field trips.~~
- ~~2. The school district will encourage all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte [snack] lines, vending machines, fundraising events, concession stands, and student stores.~~
- ~~3. Schools will not use foods or beverages as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan or behavior intervention plan) and will not withhold food or beverages as punishment.~~

~~D. Physical Activity~~

- ~~1. Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. Toward that end, health education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities such as watching television;~~
- ~~2. Opportunities for physical activity will be incorporated into other subject lessons, where appropriate; and~~
- ~~3. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.~~

~~E. Communications with Parents~~

- 1. The school district recognizes that parents and guardians have a primary and fundamental role in promoting and protecting their children's health and well-being.
- 2. The school district will support parents' efforts to provide a healthy diet and daily physical activity for their children.
- 3. The school district encourages parents to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value.
- 4. The school district will provide information about physical education and other school-based physical activity opportunities and will support

parents' efforts to provide their children with opportunities to be physically active outside of school.

#### IV. IMPLEMENTATION AND MONITORING

- A. After approval by the school board, the wellness policy will be implemented throughout the school district.
- B. District 917 will maintain a Health and Wellness Committee to support the goals of the Wellness Policy. The committee will compile data reported from schools to assess compliance with the Wellness Policy and report to the superintendent on the progress made by the district in attaining the goals of the Wellness Policy.
- C. School food service staff, at the school or district level, will ensure compliance within the school's food service areas and will report to the food service program administrator, the building principal, or the superintendent's designee, as appropriate.
- D. The school district's food service program administrator will ~~provide an~~ annually inform the community about district progress in attaining the goals of the Wellness Policy. ~~report to the superintendent setting forth the nutrition guidelines and procedures for selection of all foods made available on campus.~~
- E. The superintendent or designee will ensure compliance with the wellness policy and will provide an annual report of the school district's compliance with the policy to the school board.

**Legal References:** 42 U.S.C. § 1751 *et seq.* (Richard B. Russell National School Lunch Act)  
42 U.S.C. § 1771 *et seq.* (Child Nutrition Act of 1966)  
P.L. 108-265 (2004) § 204 (Local Wellness Policy)  
7 U.S.C. § 5341 (Establishment of Dietary Guidelines)  
7 C.F.R. § 210.10 (School Lunch Program Regulations)  
7 C.F.R. § 220.8 (School Breakfast Program Regulations)

**Local Resources:** Minnesota Department of Education, [www.education.state.mn.us](http://www.education.state.mn.us)  
Minnesota Department of Health, [www.health.state.mn.us](http://www.health.state.mn.us)  
County Health Departments  
Action for Healthy Kids Minnesota, [www.actionforhealthykids.org](http://www.actionforhealthykids.org)

Board Approved: October 6, 2009



**Melissa Schaller**  
*Director of Special Education*

To: ISD 917 School Board

From: Melissa Schaller, *ms* Director of Special Education

Re: Budget Adjustment

Date: February 7, 2014

Please accept a budget increase of \$3000. This increase will accommodate two grants received from the MN Regional Low Incidence Project – Region 11. One award, in the amount of \$2000 will be used to provide training in behavioral function for paraprofessionals. The other award, in the amount of \$1000 will be used provide training and purchase equipment to increase staff competency in assistive technology.

Thank you.



Melissa Schaller  
*Director of Special Education*

To: ISD 917 School Board  
From: Melissa Schaller, *ms* Director of Special Education  
Re: Approval of Education Minnesota Foundation Grant  
Date: February 24, 2014

Karen Hjermsstad, Occupational Therapist, has been awarded a grant in the amount of \$2,314.13 from the Education Minnesota Foundation. The monies will be used to buy supplies to be used for occupational therapy group projects at Cedar SUN and Apple Valley TEA. Entitled "Nurturing Mental Health through Hands on Projects" the grant will focus on pairing craft projects, the Nurtured Heart Approach, and Cognitive Behavioral Therapy to build students' inner wealth by teaching self-regulation strategies, social skills, resiliency, sensory stability, and fine motor skills.

I recommend that the board accepts this grant award and approves a budget adjustment of \$2,314.13 in revenues and expenditures.

TO: Board Members

FROM: John Christiansen

DATE: April 3, 2014

RE: Recommendation for Terms and Conditions for Assistant Directors/Principal for 2013-2015

I have completed the meet and confer sessions with the Special Education Assistant Directors/Principals. The recommendation includes modifications to health insurance contributions and add a healthcare savings plan to adjust to the Affordable Care Act, language modification to reduce the district's exposure to medicare supplemental insurance, updating of language for parental leave and maternity/adoption leave, and a total salary and benefit package improvement of 6.69% over two years.

I recommend approval of the terms and conditions proposal.

JC:ljb

ADMINISTRATOR AGREEMENT  
 INTERMEDIATE SCHOOL DISTRICT 917  
 (Licensed Position)  
 (Assistant Director)

The School Board of Intermediate School District 917, of the State of Minnesota, Rosemount, Minnesota, enters into this agreement, pursuant to Minn. Stat. § 122A.40, as amended, with Don Budach, a legally qualified administrator who agrees to serve in the public schools of said district in the position of Special Education Assistant Director/Principal, as licensed by the State of Minnesota, for the term beginning July 1, 2013, and continuing until June 30, 2015, or until otherwise amended.

The following provisions shall apply and are a part of this contract:

1. Length of Appointment: This Agreement shall consist of an appointment as defined in the Terms and Conditions of Employment for Assistant Director/Principal.
2. Basic Services: Said administrator shall faithfully perform the services of the above position as prescribed by the School Board or its designated representative, abide by the rules and regulations as established by the School Board and State Board of Education, for the annual salary indicated below, and agrees to serve in the schools of said district as assigned by the School District.
3. Duration: This Agreement is subject to the provisions of Minn. Stat. § 122A.40, as amended, and to all laws, rules and regulations of the State of Minnesota, relevant to qualification, license, employment, termination, and discharge for cause of administrators. Thereafter, this Agreement shall remain in full force and effect, except if modified by mutual consent of the School Board and the administrator or unless terminated as provided by law, or by written resignation pursuant to Minn. Stat. § 144A.40, Subd. 7, as amended.
4. Duty Year and Duty Day: Duty year and duty day, including vacations and holidays, shall be as provided in the School District's Terms and Conditions of Employment for Assistant Director/Principal.
5. Basic Salary:
  - (a) Compensation: An administrator shall render services as provided herein. In consideration thereof, the School Board agrees to pay said administrator the following annual salary in such installments as may be determined by appropriate School District regulations:

<del>2011-2012</del>	<del>\$108,727.18 (\$107,727.18 base + \$1,000 longevity)</del>
<del>2012-2013</del>	<del>\$111,193.72 (\$110,193.72 base + \$1,000 longevity)</del>
2013-2014	\$113,397.59 (\$112,397.59 base + \$1,000 longevity)
2014-2015	\$119,500.55 (\$117,000.55 base + \$2,500 longevity)

(b) Other Compensation or Reimbursement Provisions Where Applicable: Other terms and conditions of employment shall be as provided in the Terms and Conditions of Employment for Assistant Director/Principal.

6. Other Terms and Conditions of Employment, Including Fringe Benefits and Leaves: Other terms and conditions of employment shall be as provided in the School District's Terms and Conditions of Employment for Assistant Director/Principal.

This Agreement shall be effective only upon signature by the officers of the School Board after authorization for such signatures has been taken by the School Board in appropriate action, recorded in its minutes.

Date of School Board Action  
authorizing execution

March 4, 2014

IN WITNESS WHEREOF, I have  
subscribed my signature this  
4<sup>th</sup> day of March, 2014

IN WITNESS WHEREOF, we have  
subscribed our signatures this  
4<sup>th</sup> day of March, 2014

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Clerk

ADMINISTRATOR AGREEMENT  
 INTERMEDIATE SCHOOL DISTRICT 917  
 (Licensed Position)  
 (Assistant Director/Principal)

The School Board of Intermediate School District 917, of the State of Minnesota, Rosemount, Minnesota, enters into this agreement, pursuant to Minn. Stat. § 122A.40, as amended, with David Stoll, a legally qualified administrator who agrees to serve in the public schools of said district in the position of Special Education Assistant Director/Principal, as licensed by the State of Minnesota, for the term beginning July 1, 2013, and continuing until June 30, 2015, or until otherwise amended.

The following provisions shall apply and are a part of this contract:

1. Length of Appointment: This Agreement shall consist of an appointment as defined in the Terms and Conditions of Employment for Assistant Director/Principal.
2. Basic Services: Said administrator shall faithfully perform the services of the above position as prescribed by the School Board or its designated representative, abide by the rules and regulations as established by the School Board and State Board of Education, for the annual salary indicated below, and agrees to serve in the schools of said district as assigned by the School District.
3. Duration: This Agreement is subject to the provisions of Minn. Stat. § 122A.40, as amended, and to all laws, rules and regulations of the State of Minnesota, relevant to qualification, license, employment, termination, and discharge for cause of administrators. Thereafter, this Agreement shall remain in full force and effect, except if modified by mutual consent of the School Board and the administrator or unless terminated as provided by law, or by written resignation pursuant to Minn. Stat. § 144A.40, Subd. 7, as amended.
4. Duty Year and Duty Day: Duty year and duty day, including vacations and holidays, shall be as provided in the School District's Terms and Conditions of Employment for Assistant Director/Principal.
5. Basic Salary:
  - (a) Compensation: An administrator shall render services as provided herein. In consideration thereof, the School Board agrees to pay said administrator the following annual salary in such installments as may be determined by appropriate School District regulations:

<del>_____2013-2014_____</del>	<del>\$103,000.00</del>	2013-2014 \$108,979.44
<del>_____2014-2015_____</del>	<del>\$105,372.00</del>	2014-2015 \$111,129.03



(b) Other Compensation or Reimbursement Provisions Where Applicable: Other terms and conditions of employment shall be as provided in the Terms and Conditions of Employment for Assistant Director/Principal.

6. Other Terms and Conditions of Employment, Including Fringe Benefits and Leaves: Other terms and conditions of employment shall be as provided in the School District's Terms and Conditions of Employment for Assistant Director/Principal.

This Agreement shall be effective only upon signature by the officers of the School Board after authorization for such signatures has been taken by the School Board in appropriate action, recorded in its minutes.

Date of School Board Action  
authorizing execution

March 4, 2014

IN WITNESS WHEREOF, I have  
subscribed my signature this  
4th day of March, 2014

IN WITNESS WHEREOF, we have  
subscribed our signatures this  
4<sup>th</sup> day of March, 2014

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Clerk

ADMINISTRATOR AGREEMENT  
INTERMEDIATE SCHOOL DISTRICT 917  
(Licensed Position)  
(Assistant Director)

The School Board of Intermediate School District 917, of the State of Minnesota, Rosemount, Minnesota, enters into this agreement, pursuant to Minn. Stat. § 122A.40, as amended, with Jennifer Hetland, a legally qualified administrator who agrees to serve in the public schools of said district in the position of Special Education Assistant Director/Principal, as licensed by the State of Minnesota, for the term beginning July 1, 2013, and continuing until June 30, 2015, or until otherwise amended.

The following provisions shall apply and are a part of this contract:

1. Length of Appointment: This Agreement shall consist of an appointment as defined in the Terms and Conditions of Employment for Assistant Director/Principal.
2. Basic Services: Said administrator shall faithfully perform the services of the above position as prescribed by the School Board or its designated representative, abide by the rules and regulations as established by the School Board and State Board of Education, for the annual salary indicated below, and agrees to serve in the schools of said district as assigned by the School District.
3. Duration: This Agreement is subject to the provisions of Minn. Stat. § 122A.40, as amended, and to all laws, rules and regulations of the State of Minnesota, relevant to qualification, license, employment, termination, and discharge for cause of administrators. Thereafter, this Agreement shall remain in full force and effect, except if modified by mutual consent of the School Board and the administrator or unless terminated as provided by law, or by written resignation pursuant to Minn. Stat. § 144A.40, Subd. 7, as amended.
4. Duty Year and Duty Day: Duty year and duty day, including vacations and holidays, shall be as provided in the School District's Terms and Conditions of Employment for Assistant Director/Principal.
5. Basic Salary:
  - (a) Compensation: An administrator shall render services as provided herein. In consideration thereof, the School Board agrees to pay said administrator the following annual salary in such installments as may be determined by appropriate School District regulations:

2011-2012	\$108,727.18 (\$107,727.18 base + \$1,000 longevity)
2012-2013	\$112,693.72 (\$110,193.72 base + \$2,500 longevity)

2013-2014	\$114,897.59 (\$112,397.59 base + \$2,500 longevity)
2014-2015	\$119,500.55 (\$117,000.55 base + \$2,500 longevity)

(b) Other Compensation or Reimbursement Provisions Where Applicable: Other terms and conditions of employment shall be as provided in the Terms and Conditions of Employment for Assistant Director/Principal.

6. Other Terms and Conditions of Employment, Including Fringe Benefits and Leaves: Other terms and conditions of employment shall be as provided in the School District's Terms and Conditions of Employment for Assistant Director/Principal.

This Agreement shall be effective only upon signature by the officers of the School Board after authorization for such signatures has been taken by the School Board in appropriate action, recorded in its minutes.

Date of School Board Action  
authorizing execution

March 4, 2014

IN WITNESS WHEREOF, I have  
subscribed my signature this  
4<sup>th</sup> day of March, 2014

IN WITNESS WHEREOF, we have  
subscribed our signatures this  
4<sup>th</sup> day of March, 2014

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Clerk

ADMINISTRATOR AGREEMENT  
INTERMEDIATE SCHOOL DISTRICT 917  
(Licensed Position)  
(Assistant Director)

The School Board of Intermediate School District 917, of the State of Minnesota, Rosemount, Minnesota, enters into this agreement, pursuant to Minn. Stat. § 122A.40, as amended, with Kitri Larson Kylo, a legally qualified administrator who agrees to serve in the public schools of said district in the position of Special Education Assistant Director/Principal, as licensed by the State of Minnesota, for the term beginning July 1, 2013, and continuing until June 30, 2015, or until otherwise amended.

The following provisions shall apply and are a part of this contract:

1. Length of Appointment: This Agreement shall consist of an appointment as defined in the Terms and Conditions of Employment for Assistant Director/Principal.
2. Basic Services: Said administrator shall faithfully perform the services of the above position as prescribed by the School Board or its designated representative, abide by the rules and regulations as established by the School Board and State Board of Education, for the annual salary indicated below, and agrees to serve in the schools of said district as assigned by the School District.
3. Duration: This Agreement is subject to the provisions of Minn. Stat. § 122A.40, as amended, and to all laws, rules and regulations of the State of Minnesota, relevant to qualification, license, employment, termination, and discharge for cause of administrators. Thereafter, this Agreement shall remain in full force and effect, except if modified by mutual consent of the School Board and the administrator or unless terminated as provided by law, or by written resignation pursuant to Minn. Stat. § 144A.40, Subd. 7, as amended.
4. Duty Year and Duty Day: Duty year and duty day, including vacations and holidays, shall be as provided in the School District's Terms and Conditions of Employment for Assistant Director/Principal.
5. Basic Salary:
  - (a) Compensation: An administrator shall render services as provided herein. In consideration thereof, the School Board agrees to pay said administrator the following annual salary in such installments as may be determined by appropriate School District regulations:

~~2011-2012~~ ~~\$97,508.66~~ (~~\$107,727.18~~ base x ~~.8846153846%~~ time (195 of 222 days)  
plus \$2,211.54 longevity

~~2012-2013~~ ~~\$99,690.60~~ (~~\$110,193.72~~ base x ~~.8846143846%~~ time (195 of 222 days)  
plus \$2,211.54 longevity

2013-2014 \$108,268.88 (\$112,397.59 base x .9423076923% time (210 of 222 days)  
plus \$2355.77 longevity

2014-2015 \$112,742.14 (\$114,645.54 x .9423076923% time (210 of 222 days) plus  
\$2355.77 longevity, plus insurance adjustment \$2355

(b) Other Compensation or Reimbursement Provisions Where Applicable: Other terms and conditions of employment shall be as provided in the Terms and Conditions of Employment for Assistant Director/Principal.

6. Other Terms and Conditions of Employment, Including Fringe Benefits and Leaves: Other terms and conditions of employment shall be as provided in the School District's Terms and Conditions of Employment for Assistant Director/Principal.

7. Sections of the Terms and Conditions of Employment that will be pro-rated to days worked shall be vacation, sick leave, and longevity stipend. Sections not pro-rated will be health insurance, dental insurance, life insurance, and 403B/457 contributions.

This Agreement shall be effective only upon signature by the officers of the School Board after authorization for such signatures has been taken by the School Board in appropriate action, recorded in its minutes.

Date of School Board Action  
authorizing execution

March 4, 2014

IN WITNESS WHEREOF, I have  
subscribed my signature this  
4<sup>th</sup> day of March, 2014

IN WITNESS WHEREOF, we have  
subscribed our signatures this  
4<sup>th</sup> day of March, 2014

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Clerk



**INTERMEDIATE SCHOOL DISTRICT NO. 917**

**TERMS AND CONDITIONS OF EMPLOYMENT**

**FOR**

**ASSISTANT DIRECTOR/PRINCIPAL**

**Effective July 1, 2013 to June 30, 2015**

**Board Approved April 7, 2014**

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ARTICLE I  
DEFINITION OF ELIGIBLE EMPLOYEES

The terms and conditions of employment as provided herein, cover those employees of Intermediate School District 917 who qualify as supervisors under the Minnesota Public Employment Labor Relations Act, and who are employed on a full-time basis in any of the following positions:

Special Education Assistant Director/Principal

ARTICLE II  
LEAVES

Section I: Sick Leave

Subd. 1: All eligible employees shall earn sick leave at the rate of twelve (12) days for each year of service in the employ of the School District. Each employee shall be credited with twelve (12) days at the beginning of each year of employment. In the event that an employee uses credited sick leave prior to completion of the year in which such credit is earned, the employee shall be liable to the School District for any sick leave pay advanced beyond actual accrual in the event the employee leaves the service of the School District.

Subd. 2: An employee may use one (1) day of accumulated sick leave for each day of illness or disability of the employee's child who is less than eighteen (18) years old, for such reasonable periods as the employee's attendance with the child may be necessary, on the same terms the employee is able to use sick leave benefits for the employee's own illness. (Minn. Stat. Section 181.9413).

Subd. 3: Unused sick leave days may accumulate without limit.

Subd. 4: Part-time employees shall earn sick leave on a prorata basis.

Section 2: Maternity Disability and Child Care Leave

~~Subd. 1: An employee shall be afforded a child care leave of absence of no more than twelve (12) months in duration, according to the procedures as outlined in this section, to one parent of a newborn child or an adopted preschool child, provided such parent is caring for the child on a full time basis.~~

~~Subd. 2: A pregnant employee shall notify the superintendent in writing, not later than the end of the sixth month of the pregnancy, and, also at such time provide a physician's statement indicating the estimated date of delivery of the child. A male employee, or adoptive parent of a preschool child shall make a request for such leave not less than ninety (90) days in advance of usage. The employee shall submit a written request to the superintendent for a child care leave, including commencement date and return date. A~~

~~pregnant employee may also use accumulated sick leave for any period of disability, except for the period covered by an unpaid child care leave. The time periods provided herein shall be adjusted in cases of emergency.~~

~~Subd. 3: The beginning date and duration of such leaves may be adjusted by mutual agreement between the superintendent, or his/her designee, and the employee.~~

~~Subd. 4: The superintendent, after consultation with the employee, shall notify the employee in writing of the effective beginning date of such leave and its duration.~~

~~Subd. 5: An employee returning from a child care leave shall be re-employed in a position for which the employee is qualified provided that the employee returns on the date as provided in the leave of absence.~~

~~Subd. 6: Failure of the employee to return pursuant to the date determined in this section shall constitute grounds for termination in the school district.~~

~~Subd. 7: A child care leave of absence granted pursuant to this section shall be a leave without pay.~~

## Section 2. Parental Leave

Subd. 1. An employee shall be afforded a parental leave of absence of no more than twelve (12) months in duration, according to the procedures as outlined in this section, to one parent of a newborn child or an adopted child, provided such parent is caring for the child on a full-time basis.

Subd. 2. The superintendent, after consultation with the employee, shall notify the employee in writing of the effective beginning date of such leave and its duration.

Subd. 3. The beginning date and duration of such leaves may be adjusted by mutual agreement between the superintendent and the employee.

Subd. 4. An employee returning from a parental leave shall be reemployed in a position for which the employee is qualified provided that the employee returns on the date as provided in the leave of absence.

Subd. 5. Failure of the employee to return pursuant to the date determined in this section shall constitute grounds for termination in the school district.

Subd. 6. The parties agree that periods of time for which the employee is on parental leave shall not be counted in determining the completion of the probationary period.

Subd. 7. A parental leave of absence granted pursuant to this section shall be a leave without pay.

### Section 3. Maternity/Adoption Leave

Subd. 1. The start of a physical disability absence for pregnancy, delivery, and recovery from childbirth shall be determined by the employee's physician. The end of the physical disability absence for childbirth shall be determined by the employee's physician at the time of the child's birth.

Subd. 2. A pregnant employee shall notify the superintendent in writing, not later than the end of the sixth month of pregnancy, and, also at such time provide a physician's statement indicating the estimated date of delivery of the child. The employee shall submit a written request to the superintendent for the use of accumulated paid sick leave, including commencement date and return date. The time periods provided herein can be modified by the employee's physician.

Subd. 3. An employee's maternity absence may encompass school holidays and/or school vacations. Holidays and/or vacations that fall during the period of disability do not cause the disability period to be extended. These days would not be deducted from sick leave.

Subd. 4. Subd. 2 and 3 of this section (Section 3) shall also apply to one parent for the adoption of a child in compliance with the Family Medical Leave Act.

Section 4: Bereavement and Family Illness Leaves: An absence due to an illness, injury or death of a spouse, child (includes stepchild, biological, adopted and foster), brother, sister, parent, grandparent, or spouse's parent will be granted up to five (5) days per incident for death, or twenty days (20) per 12 month period for illness or injury, with the approval of the immediate supervisor with no salary deduction. Additional absence for illness or death may be granted at the sole discretion of the superintendent, or his/her designee. Absence due to illness or injury of a family member shall be deducted from sick leave. Absence due to the death of a family member shall not be deducted from sick leave.

Section 5: Jury Duty: An employee summoned for jury duty shall receive regular salary but shall remit to the school district any jury duty fees received. The employee shall retain any expenses or mileage allowances paid by the court. Employees will be expected to report for their regular duties when temporarily excused from attendance at court for all or any portion of the workday.

Section 6: Professional Improvement Leaves: Professional improvement leave is designed for the purpose of job-related work, study, travel or research. This leave is specifically designed for the purpose of upgrading skills or expertise of value to the District. The District may contract with the employee to pay all or part of the employee's salary during this leave depending on the perceived value to the District of the experience. This contract may make provision for payment at District expense or employee expense for fringe benefits and retirement plan. Such a contract may require a refund of any such salary and/or fringe benefit cost contributed by the School District if the employee does not return to the District and work for a period of at least two contract years. A refund will not be required if the employee is placed on unrequested leave of absence or otherwise terminated as a result of staff

reduction. The granting of professional improvement leaves is at the sole discretion of the school district.

Section 7: Personal Leave: An eligible employee may elect to take a maximum of two (2) prearranged, non-accumulative, days each year for personal leave for any reason. Personal days will not be charged against sick leave. The days must be submitted in writing and pre-approved by the Superintendent or his/her designee.

Section 8: Probationary Period

Subd. 1: Licensed employees shall serve a probationary period as per state statute.

Subd. 2: Any period of time for which an employee is on unpaid leave of absence shall not be counted in determining the completion of any probationary period.

ARTICLE III  
CONTRACT YEAR, VACATIONS AND HOLIDAYS

Section 1. Base Work Year:

The employee's duty year shall be for the entire 12-month contract year, including paid vacations and holidays, as provided herein. When it is necessary to compute a per day salary, the employee's base salary will be divided by 222.

Section 2: Vacations

Subd. 1. Eligible employees shall earn vacation at the rate of twenty-eight (28) days per year. Ten (10) days vacation may be taken after the first six (6) months of employment. Employees working less than a full year shall accrue vacation on a prorata basis.

Subd. 2. Vacation may be used after it is credited. A draw in advance on vacation not yet earned or credited may be granted at the approval of the director and the superintendent. Vacation may be accrued to a maximum of 80 days. Exceptions to this are made only by permission of the director and the superintendent, or his/her designee. Days accrued above 80 will be annually converted to a district contribution to the employee's 403B or 457 account based on the employee's daily rate of pay. The district contribution will be made at the time of the October 403B or 457 matching contribution distribution.

Subd. 3. An employee who is terminated or leaves the employment of the school district of his or her own volition will be paid regular salary for all vacation time accrued, provided the employee is severing employment of his or her own volition and has given the employer six (6) weeks written notice. In the event of the employee's death, the unused vacation payout will be made to the employee's primary beneficiary. Unused vacation shall be compensated based on the employee's daily rate of pay.

Subd. 4. All requests for vacation must be approved in advance by the appropriate director. Vacation requests in excess of a continuous three (3) weeks shall require the approval of the superintendent.

Section 3. Holidays. Employees shall have the following named holidays:

- |                           |                    |
|---------------------------|--------------------|
| 1. Independence Day       | 6. Christmas Day   |
| 2. Labor Day              | 7. New Year's Day  |
| 3. Thanksgiving Day       | 8. Presidents' Day |
| 4. Day After Thanksgiving | 9. Good Friday     |
| 5. Christmas Eve Day      | 10. Memorial Day   |

One of the above listed holidays may be taken as a floating holiday.

#### ARTICLE IV 403B or 457 MATCHING CONTRIBUTION

Section 1. Eligibility. To be eligible for this contribution, an employee must be regularly employed at least 75% time during the contract year, and such benefits shall not apply to employees employed for a lesser time or substitute employees.

Section 2. Contribution. The School District will match eligible employee contributions to a maximum of \$5,000 in 2013/2014 and 2014/2015.

Section 3. Authorization Agreement. A salary reduction authorization agreement must be completed by the eligible employee by October 1 of the current year for the employee to participate in the 403B or 457 matching contribution plan.

Section 4. Unpaid Leaves. Employees on unpaid leaves may not participate in the matching program while on leave.

Section 5. Matching Requirement. The School District's contribution, in any event, shall not exceed the employee's matching contribution within the limitations of this Article.

#### ARTICLE V INSURANCE BENEFITS

Section 1. Health and Hospitalization Insurance:

Subd. 1. Eligible full-time employees shall receive full single or family medical/health insurance benefits, as applicable, with the cost of the premium paid by the School District, excluding the HSA Plan, for those employees who qualify and are enrolled in the School District's medical health insurance plan. Beginning January 1, 2015, the School District

shall contribute \$535 monthly toward a single premium or \$1300 monthly toward the family premium. Employees working more than 75% time shall receive the full district contribution. Employees working 74% time or less shall receive the district contribution on a prorated basis.

Subd. 2. Eligible employees shall have the option of enrolling in a high deductible coverage option of the school district's health and hospitalization plan. The high deductible coverage shall be a qualified high deductible health plan within the meaning of Section 223 of the Internal Revenue Code of 1986, as amended from time to time. The monthly contribution by the school district toward the cost of the premium of the high deductible coverage shall be determined in accordance with Subd. 1.

Subd. 3. Each eligible employee enrolled in the high deductible coverage shall be eligible for a contribution to a health savings account ("HSA") of such employee in accordance with the Intermediate School District 917 Flex Choice Plan (the "Flex Choice Plan"). The school district shall contribute an amount equal to one-half of the applicable deductible to the HSA of each eligible employee employed by the school district who qualified for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan. Such contributions shall be made monthly on a pro rata basis. The school district shall also pay 100% of the HSA administrative fees while the employee is employed by the school district. Such employees shall also be eligible, through the Flex Choice Plan, to make pre-tax contributions to the HSA via salary reduction. The school district shall select the vendor of the HSA to which contributions shall be made. Once deposited in an employee's HSA, such contributions, whether made by the school district or via salary reduction, shall not be subject to restriction by the school district and the employee may access and/or transfer such funds to a different HSA to the fullest extent permitted by law. Such employees also shall be eligible to participate in a Limited Scope Health Care Reimbursement Plan through the Flex Choice Plan, which shall allow reimbursement of medical expenses to the fullest extent permitted by law for an individual receiving contributions to an HSA.

Subd. 4. If an eligible employee who qualifies for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan changes the type of coverage during a calendar year (e.g., from individual coverage under the high deductible coverage option to family coverage under the high deductible coverage; from family coverage under the high deductible coverage to individual coverage under the high deductible coverage; from family or individual coverage under the high deductible coverage option to no coverage under the high

deductible coverage option), the school district's contribution to the employee's HSA shall change accordingly. The change in the amount of HSA contributions shall be effective coincident with the change in the type of coverage under the high deductible coverage option.

Section 2: Group Income Protection: The School District will pay each month the cost of the premium for income protection insurance for each employee qualified for and enrolled in such School District plan. The income protection shall include the following:

1. Benefits begin after 90 days of total disability.
2. The monthly income benefit shall be 66 2/3 percent of basic monthly earnings (exclusive of any additional compensation from this district or another source).

Section 3: Life Insurance

Subd. 1: The School District will pay each month the cost of the life insurance premium for a \$350,000 term life insurance policy for each full-time employee working more than 75% time, qualified for and enrolled in such School District plan. The value of this benefit will be included in the employee's taxable income as required by the Internal Revenue code section 79.

Subd. 2: The employee may also purchase at the employee's own expense up to an additional \$150,000 of term-life insurance, subject to the terms and costs furnished by the district's insurance carrier.

Section 4: Dental Insurance. Effective July 1, 2013, the School District shall contribute a sum not to exceed \$60 per month for single or \$124 per month for family to cover the cost of the premium for each employee working more than 75% time, employed by the School District who qualifies for and is enrolled in such School District dental insurance plan.

Section 5: Claims Against the School District: Any description of insurance benefits contained in this Article is intended to be informational only and the eligibility of any employee for benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this Article. It is further understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

ARTICLE VI  
OTHER BENEFITS

Section 1: Professional Growth: The Board agrees to reimburse tuition fees for preapproved courses and professional dues. Reimbursement of tuition shall be limited to the cost of 12 semester credits (or equivalent) per year at the University of Minnesota doctoral rate or a sum not to exceed the

University of Minnesota cost for 12 semester credits or equivalent at another University. Reimbursement shall be subject to the superintendent's approval, whose decision shall be final. Effective June 30, 2007, benefits under this Section 1 shall be limited to and regulated by the assistant directors' enrollment in a course of study or program approved by the superintendent in accordance with the Intermediate School District Policy 486 Specialized Training at District Expense.

Section 2: Mileage: Employees required to use their personal vehicle in the performance of the supervisory duties shall be reimbursed for such travel pursuant to School District policy.

Section 3: Defense and Indemnification:

- Subd. 1. The School District agrees, subject to the provisions of this section, as a condition of this employment contract, that it shall defend, hold harmless, and indemnify the Assistant Director/Principal from any and all demands, claims, suits, actions, and legal proceedings brought against the Assistant Director in his/her individual capacity, or in his/her official capacity as agent and employee of the School District, provided the incident arose while the Assistant Director/Principal was acting within the scope of his/her employment and acting in good faith.
  
- Subd. 2. Subject to the limitations provided in Subd. 1 hereof, the School Board shall provide legal counsel and pay the fees for services rendered and costs advanced by such counsel in defense of the Assistant Director/Principal and shall pay all expenses to the ultimate conclusion of such action, and shall pay any judgment which may be rendered against the Assistant Director/Principal. In the event that a conflict exists as regards the defense to any claim between the legal position of the Assistant Director/Principal and the legal position of the School District, the School District agrees to engage separate counsel for the Assistant Director/Principal and the School District agrees to pay the fees for services rendered and costs advanced by such counsel. The School District further agrees that the choice of such separate counsel shall be made by the Assistant Director/Principal and subject only to final approval by the School Board.

ARTICLE VII  
SALARIES

Section 1: Basic Salaries: Employees shall receive salaries for the contract year within salary ranges as described in Appendix A.

Subd. 1. Longevity: Employees shall receive a longevity stipend beyond the salaries delineated in Appendix A as follows:

After 10 years of employment (11 through 15):                      \$1,000



After 15 years of employment (16 and beyond): \$2,500

Employees working less than full time will receive the stipend on a prorated basis.

The first year of employment shall be defined as any days of employment prior to the last student day of the regular school calendar in the first employment agreement. The next regular school calendar becomes the second year of employment with each successive school year adding to the years of employment.

Employees hired as an assistant director after August 1, 2005, earn years of service for the longevity stipend only for the years worked as an assistant director.

Section 2: Salary Adjustment: In addition to the salaries delineated in Appendix B, those administrators who have attained the PhD or EdD degree shall receive an additional annual stipend in the amount of \$2,500 to be paid in twenty-four (24) equal portions on the normal semi-monthly salary. Such stipend shall begin in the month following the award of said degree and shall be prorated from that date until the end of the current fiscal year. Any pay adjustment shall not be made until an official transcript is received for the personnel file.

## ARTICLE VIII SEVERANCE/RETIREMENT

Section 1. Eligibility. Employees working more than 75% time who have completed at least ten (10) years of continuous employment with the School District, as an assistant director and who are at least fifty-five (55) years of age, shall be eligible for severance pay pursuant to the provisions of this Article upon submission of a written resignation accepted by the School Board. Years of employment are defined in Article VII, Section 1, Subd. 1. Severance pay shall not be granted to any employee who is discharged for cause by the School District. This Article shall apply only to employees who retire from Intermediate School District 917 after the execution of this contract and shall not be retroactive to any employee who retired prior to said execution date.

Section 2. Amount of Severance Eligible employees, upon retirement, shall receive as severance pay unused sick leave days, not to exceed seventy (70) days.

Section 3. Method of Pay-out:

- A. Subject to the limitations listed below, the school district will contribute an amount equal to the value of the employee's severance pay directly into the School Board approved 403b/457 vendor account.
- B. The school district's annual contribution into the School Board approved 403b/457 vendor account must not exceed the IRS contribution limit. If the amount calculated in A

exceeds the available limits in the year of separation, the excess amount will be paid out in cash and not be tax sheltered.

- C. The school district contribution(s) (into the approved 403b/457 vendor account) will be made according to the same timeline as was provided for the direct payment of the severance pay.
- D. The school district will make the severance pay contributions to the School Board approved 403b/457 vendor. For purposes of calculating the maximum deferral limit, the school district will provide the retiree or approved vendor with contribution information for the previous twelve (12) months of employment. The vendor agrees to calculate the maximum deferral limit.

#### Section 4. Early Retirees

Subd. 1. Employees hired by the District prior to July 1, 2004, who choose early retirement and are age 55 or older and who have completed at least ten (10) years of continuous full-time service with the School District shall be eligible for insurance benefits as provided in this section. Such employees will receive full single medical/health insurance benefits with the cost of the premium paid by the District for ten (10) years following date of retirement, or upon becoming eligible for Medicare, whichever occurs sooner. Such benefits shall not be available if the employee has substantially equivalent coverage paid for by another employer. An eligible employee, under this subdivision, may elect to continue to carry dependent coverage for the same time period as herein, at the employee's own expense, by making arrangements with the School District to pay on a monthly basis any costs as accrued by the School District. Administrators hired on or after July 1, 2004 shall have the same retiree insurance benefit as those administrators hired prior to July 1, 2004, except that the amount contributed by the district shall remain at the same level as it was at the time of retirement.

### ARTICLE IX ABOLITION OF POSITION

Section 1. Effect: This Article shall be effective only if one or more of the four positions governed by these Terms and Conditions of Employment is eliminated by the School District for its own reason or as a result of modification of state law abolishing the School District or substantially altering its form or funding which dictates the abolishment of one or more of the four positions covered by these Terms and Conditions of Employment.

Section 2. Conditions: In the event that any of the four positions covered by these Terms and Conditions of Employment is abolished as provided in Section 1 hereof, an employee under these terms and conditions shall be eligible for severance pay as provided in Article VIII, notwithstanding age or years of service requirements. In addition, in the event any of the four positions covered by these Terms and Conditions of Employment is abolished as provided in Section 1 hereof, an employee shall be

eligible for one year of the retiree insurance benefit provided for in Article V, Section 2, notwithstanding age or years of service requirements, except such benefits shall not be available if the employee has substantially equivalent coverage paid for by another employer. Nothing in this Article, however, shall alter the benefits existing in Article V, Insurance Benefits, or Article VIII, Severance/Retirement, for those employees who otherwise meet the age and service requirements as set forth in said articles.

## **APPENDIX A**

### **ASSISTANT DIRECTOR/PRINCIPAL BASE SALARY RANGE**

2013-2014	2014-2015
Base Salary Range	Base Salary Range
\$100,700	\$102,700
\$112,400	\$117,100
	(includes adjustment for reduction of health insurance contribution)

An Assistant Director/Principal annual base salary (after three years of continuous employment), will equal at least the mid-point of the salary range and will equal the top base salary after five years of continuous employment.

## **APPENDIX B**

### **Memorandum of Agreement**

Special Education Assistant Director/Principal employees are eligible to participate in the Minnesota Post Employment Health Care Savings Plan (HCSP) established under Minnesota Statutes, section 352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement Systems Trust and Plan Documents. All funds collected by the employer on behalf of the employee will be deposited into the employee's post employment health care savings plan account. The Intermediate School District 917 shall contribute a lump sum payment in the amount of \$2355 to all employees covered in this agreement. The lump sum payment shall be deposited in the employee's HCSP account on February 1, 2015.

TO: Board Members

FROM: John Christiansen

DATE: April 3, 2014

RE: Contracts for Business Manager, Director of Special Education, Secondary Education Principal, Technology Coordinator

I have completed meetings with the Business Manager, Director of Special Education, Secondary Education Principal and Technology Coordinator. I am proposing contract changes that include updated language for parental and maternity/adoption leave, modifications to health insurance contributions to adjust to the impact of the Affordable Care Act, language modifications to bereavement and family illness due to Minnesota Statute change, modification in language to reduce exposure to medicare supplemental insurance, and reduction in end of employment exposure to district for vacation accrual. The total benefit and salary package for this group of contracts is 6.33% (revised calculation 4/3/2014), over two years.

I recommend approval of the contract proposals.

JC:ljb

## TECHNOLOGY COORDINATOR AGREEMENT

The School Board of Intermediate School District 917, Rosemount, Minnesota (School District) enters into this agreement with Cory Langenfeld, who agrees to serve in the public schools of said district in the position of Technology Coordinator for the term beginning July 1, 2013, and continuing until June 30, 2013, 2015 or until otherwise amended.

### ARTICLE I DEFINITION OF ELIGIBLE EMPLOYEES

The terms and conditions of employment as provided herein, cover those employees of Intermediate School District 917 who are employed on a full-time basis as Technology Coordinator.

### ARTICLE II LEAVES

#### Section I: Sick Leave

Subd. 1: All eligible employees shall earn sick leave at the rate of twelve (12) days for each year of service in the employ of the School District. Each employee shall be credited with twelve (12) days at the beginning of each year of employment. In the event that an employee uses credited sick leave prior to completion of the year in which such credit is earned, the employee shall be liable to the School District for any sick leave pay advanced beyond actual accrual in the event the employee leaves the service of the School District.

Subd. 2: An employee may use one (1) day of accumulated sick leave for each day of illness or disability of the employee's child who is less than eighteen (18) years old, for such reasonable periods as the employee's attendance with the child may be necessary, on the same terms the employee is able to use sick leave benefits for the employee's own illness. (Minn. Stat. Section 181.9413).

Subd. 3: Unused sick leave days may accumulate without limit.

#### Section 2: ~~Maternity Disability and Child Care Leave~~

~~Subd. 1: An employee shall be afforded a child care leave of absence of no more than twelve (12) months in duration, according to the procedures as outlined in this section, to one parent of a newborn child or an adopted preschool child, provided such parent is caring for the child on a full-time basis.~~

~~Subd. 2: A pregnant employee shall notify the superintendent in writing, not later than the end of the sixth month of the pregnancy, and, also at such time provide a physician's statement indicating the estimated date of delivery of the child. A male employee, or adoptive parent of a preschool child shall make a request for such leave not less than ninety (90) days in advance of usage. The employee shall submit a written request to the superintendent for a child care leave, including commencement date and return date. A pregnant employee may also use accumulated sick leave for any period of disability,~~

~~except for the period covered by an unpaid child care leave. The time periods provided herein shall be adjusted in cases of emergency.~~

~~Subd. 3: The beginning date and duration of such leaves may be adjusted by mutual agreement between the superintendent and the employee.~~

~~Subd. 4: The superintendent, after consultation with the employee, shall notify the employee in writing of the effective beginning date of such leave and its duration.~~

~~Subd. 5: An employee returning from a child care leave shall be re-employed in a position for which the employee is qualified provided that the employee returns on the date as provided in the leave of absence.~~

~~Subd. 6: Failure of the employee to return pursuant to the date determined in this section shall constitute grounds for termination in the School District.~~

~~Subd. 7: A child care leave of absence granted pursuant to this section shall be a leave without pay.~~

~~Section 3: Bereavement and Family Illness Leaves: An absence due to a severe illness or death of a spouse, child, brother, sister, parent, grandparent, or spouse's parent will be granted up to five (5) days per incident with the approval of the superintendent with no salary deduction. Absence due to severe illness of a family member shall be deducted from sick leave. Absence due to the death of a family member shall not be deducted from sick leave.~~

## Section 2. Parental Leave

Subd. 1. An employee shall be afforded a parental leave of absence of no more than twelve (12) months in duration, according to the procedures as outlined in this section, to one parent of a newborn child or an adopted child, provided such parent is caring for the child on a full-time basis.

Subd. 2. The superintendent, after consultation with the employee, shall notify the employee in writing of the effective beginning date of such leave and its duration.

Subd. 3. The beginning date and duration of such leaves may be adjusted by mutual agreement between the superintendent and the employee.

Subd. 4. An employee returning from a parental leave shall be reemployed in a position for which the employee is qualified provided that the employee returns on the date as provided in the leave of absence.

Subd. 5. Failure of the employee to return pursuant to the date determined in this section shall constitute grounds for termination in the school district.

Subd. 6. The parties agree that periods of time for which the employee is on parental leave shall not be counted in determining the completion of the probationary period.



Subd. 7. A parental leave of absence granted pursuant to this section shall be a leave without pay.

### Section 3. Maternity/Adoption Leave

Subd. 1. The start of a physical disability absence for pregnancy, delivery, and recovery from childbirth shall be determined by the employee's physician. The end of the physical disability absence for childbirth shall be determined by the employee's physician at the time of the child's birth.

Subd. 2. A pregnant employee shall notify the superintendent in writing, not later than the end of the sixth month of pregnancy, and, also at such time provide a physician's statement indicating the estimated date of delivery of the child. The employee shall submit a written request to the superintendent for the use of accumulated paid sick leave, including commencement date and return date. The time periods provided herein can be modified by the employee's physician.

Subd. 3. An employee's maternity absence may encompass school holidays and/or school vacations. Holidays and/or vacations that fall during the period of disability do not cause the disability period to be extended. These days would not be deducted from sick leave.

Subd. 4. Subd. 2 and 3 of this section (Section 3) shall also apply to one parent for the adoption of a child in compliance with the Family Medical Leave Act.

Section 4: Bereavement and Family Illness Leaves: An absence due to an illness, injury or death of a spouse, child (includes stepchild, biological, adopted and foster), brother, sister, parent, grandparent, or spouse's parent will be granted up to five (5) days per incident for death, or twenty days (20) per 12 month period for illness or injury, with the approval of the immediate supervisor with no salary deduction. Additional absence for illness or death may be granted at the sole discretion of the superintendent, or his/her designee. Absence due to illness or injury of a family member shall be deducted from sick leave. Absence due to the death of a family member shall not be deducted from sick leave.

Section 4:5 Jury Duty: An employee summoned for jury duty shall receive regular salary but shall remit to the school district any jury duty fees received. The employee shall retain any expenses or mileage allowances paid by the court. Employees will be expected to report for their regular duties when temporarily excused from attendance at court for all or any portion of the workday.

Section 5 6: Professional Improvement Leaves: Professional improvement leave is designed for the purpose of job-related work, study, travel or research. This leave is specifically designed for the purpose of upgrading skills or expertise of value to the District. The District may contract with the employee to pay all or part of the employee's salary during this leave depending on the perceived value to the District of the experience. This contract may make provision for payment at District expense or employee expense for fringe benefits and retirement plan. Such a contract may require a refund of any such salary and/or fringe benefit cost contributed by the School District if the employee does not return to the District and work for a period of at least two contract years. A refund will not be required if the employee is placed on unrequested leave of absence or otherwise terminated as a result of staff

reduction. The granting of professional improvement leaves is at the sole discretion of the School District.

Section 6-7: Personal Leave: An eligible employee may elect to take a maximum of two (2) prearranged, non-accumulative, days each year for personal leave for any reason. Personal days will not be charged against sick leave. The days must be submitted in writing and pre-approved by the superintendent.

Section 7-8: Probationary Period

Subd. 1: The Technology Coordinator shall serve a probationary period of one year (12 months) of continuous employment during which time the School District shall have the unqualified right to suspend without pay, discharge or otherwise discipline such employee.

Subd. 2: Any period of time for which an employee is on unpaid leave of absence shall not be counted in determining the completion of any probationary period.

**ARTICLE III  
CONTRACT YEAR, VACATIONS AND HOLIDAYS**

Section 1: Basic Work Year: The employee's duty year shall be for the entire 12-month contract year, including vacations and holidays, as provided herein. When it is necessary to compute a per day salary, the employee's base salary will be divided by 222.

Section 2: Vacations

Subd. 1. Eligible employees shall earn vacation at the rate of twenty-eight (28) days per year with Intermediate School District No. 917.

Subd. 2. Vacation may be used after it is credited. A draw in advance on vacation not yet earned or credited may be granted at the approval of the superintendent. Vacation may be accrued to a maximum of ~~90~~ **80** days. Exceptions to this are made only by permission of the superintendent. Days accrued above ~~90~~ **80** will be annually converted to a district contribution to the employee's 403B or 457 account based on the employee's daily rate of pay. If all or a portion of the amount would exceed the IRS contribution limit, the excess amount will be paid as salary.

Subd. 3. An employee who is terminated or leaves the employment of the School District of his or her own volition will be paid regular salary for all vacation time accrued, provided the employee is severing employment of his or her own volition and has given the employer six (6) weeks' written notice. Unused vacation shall be compensated based on the employee's daily rate of pay, or a prorated portion thereof, for less than full-time employees. The superintendent may waive the six (6) weeks' written notice due to special circumstances.

Subd. 4. All requests for vacation must be approved in advance by the superintendent.

Section 3. Holidays. Employees shall have the following named holidays:

- |                           |                    |
|---------------------------|--------------------|
| 1. Independence Day       | 6. Christmas Day   |
| 2. Labor Day              | 7. New Year's Day  |
| 3. Thanksgiving Day       | 8. Presidents' Day |
| 4. Day After Thanksgiving | 9. Good Friday     |
| 5. Christmas Eve Day      | 10. Memorial Day   |

One of the above listed holidays may be taken as a floating holiday.

#### **ARTICLE IV 403B/457 MATCHING CONTRIBUTION**

Section 1. Eligibility. To be eligible for this contribution, an employee must be regularly employed at least 1110 hours during the contract year, and such benefits shall not apply to employees employed for a lesser time or substitute employees.

Section 2. Contribution. The School District will match employee contributions to a maximum of \$4,000 annually for 2011-2012 and \$4,000 for 2012-2013. **\$3,000 annually for 2013/2014 and 2014/2015.**

Section 3. Authorization Agreement. A salary reduction authorization agreement must be completed by the eligible employee by October 1 of the current year for the employee to participate in the 403B/457 matching contribution plan.

Section 4. Unpaid Leaves. Employees on unpaid leaves may not participate in the matching program while on leave.

Section 5. Matching Requirement. The School District's contribution, in any event, shall not exceed the employee's matching contribution within the limitations of this Article.

#### **ARTICLE V INSURANCE BENEFITS**

Section 1. Medical/Health Insurance:

~~Subd. 1. Eligible full-time employees shall receive full single or family medical/health insurance benefits, as applicable, with the cost of the lowest priced plan, excluding HSA, for either single or family coverage paid by the School District, for those employees who qualify for and are enrolled in the School District's medical health insurance plan.~~

~~Subd. 2. Eligible employees shall have the option of enrolling in a high deductible coverage option of the school district's health and hospitalization plan. The high deductible coverage shall be a qualified high deductible health plan within the meaning of Section 223 of the Internal Revenue Code of 1986, as amended from time to time. The~~

~~monthly contribution by the school district toward the cost of the premium of the high deductible coverage shall be determined in accordance with Subd. 1.~~

~~Subd. 3. Each eligible employee enrolled in the high deductible coverage shall be eligible for a contribution to a health savings account ("HSA") of such employee in accordance with the Intermediate School District No. 917 Flex Choice Plan (the "Flex Choice Plan"). The school district shall contribute an amount equal to one-half of the applicable deductible to the HSA of each eligible employee employed by the school district who qualifies for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan. Such contributions shall be made monthly on a pro rata basis. The school district shall also pay 100% of the HSA administrative fees while the employee is employed by the school district. Such employees shall also be eligible, through the Flex Choice Plan, to make pre-tax contributions to the HSA via salary reduction. The school district shall select the vendor of the HSA to which such contributions shall be made.~~

Section 1. Health and Hospitalization Insurance:

Subd. 1. Eligible full-time employees shall receive full single or family medical/health insurance benefits, as applicable, with the cost of the premium paid by the School District, excluding the HSA Plan, for those employees who qualify and are enrolled in the School District's medical health insurance plan. Beginning January 1, 2015, the School District shall contribute \$535 monthly toward a single premium or \$1300 monthly toward the family premium. Employees working more than 75% time shall receive the full district contribution. Employees working 74% time or less shall receive the district contribution on a prorated basis.

Subd. 2. Eligible employees shall have the option of enrolling in a high deductible coverage option of the school district's health and hospitalization plan. The high deductible coverage shall be a qualified high deductible health plan within the meaning of Section 223 of the Internal Revenue Code of 1986, as amended from time to time. The monthly contribution by the school district toward the cost of the premium of the high deductible coverage shall be determined in accordance with Subd. 1.

Subd. 3. Each eligible employee enrolled in the high deductible coverage shall be eligible for a contribution to a health savings account ("HSA") of such employee in accordance with the Intermediate School District 917 Flex Choice Plan (the "Flex Choice Plan"). The school district shall contribute an amount equal to one-half of the applicable deductible to the HSA of each eligible employee employed by the school district who qualified for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan. Such contributions shall be made monthly on a pro rata basis. The school district shall also pay 100% of the HSA administrative fees while the employee is employed by the school district. Such employees shall also be eligible, through the

Flex Choice Plan, to make pre-tax contributions to the HSA via salary reduction. The school district shall select the vendor of the HSA to which contributions shall be made. Once deposited in an employee's HSA, such contributions, whether made by the school district or via salary reduction, shall not be subject to restriction by the school district and the employee may access and/or transfer such funds to a different HSA to the fullest extent permitted by law. Such employees also shall be eligible to participate in a Limited Scope Health Care Reimbursement Plan through the Flex Choice Plan, which shall allow reimbursement of medical expenses to the fullest extent permitted by law for an individual receiving contributions to an HSA.

Subd. 4. If an eligible employee who qualifies for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan changes the type of coverage during a calendar year (e.g., from individual coverage under the high deductible coverage option to family coverage under the high deductible coverage; from family coverage under the high deductible coverage to individual coverage under the high deductible coverage; from family or individual coverage under the high deductible coverage option to no coverage under the high deductible coverage option), the school district's contribution to the employee's HSA shall change accordingly. The change in the amount of HSA contributions shall be effective coincident with the change in the type of coverage under the high deductible coverage option.

## Section 2. Early Retirees

Subd. 1. Employees hired by the District prior to July 1, 2004, who choose early retirement and are age 55 or older and who have completed at least ten (10) years of continuous full-time service with the School District shall be eligible for insurance benefits as provided in this section. Such employees will receive full single medical/health insurance benefits with the cost of the premium paid by the District for ten (10) years following date of retirement, or upon becoming eligible for Medicare, whichever occurs sooner. Such benefits shall not be available if the employee has substantially equivalent coverage paid for by another employer. An eligible employee, under this subdivision, may elect to continue to carry dependent coverage for the same time period as herein, at the employee's own expense, by making arrangements with the School District to pay on a monthly basis any costs as accrued by the School District. Employees hired on or after July 1, 2004 shall have the same retiree insurance benefit as those employees hired prior to July 1, 2004, except that the amount contributed by the district shall remain at the same level as it was at the time of retirement.

~~Subd. 2. In the event that a retiree becomes eligible for Medicare prior to the expiration of the ten-year period specified in Section 2, Subds. 1 and 2 of this Article, the district shall pay the full cost of a single Medicare supplemental policy until the expiration of the ten-year period.~~

Subd. 3. 2: Retiree health insurance that is paid for by the District shall be the lowest cost plan, excluding HSA, at the same level as it was at the time of retirement. Retirees

who elect a more costly plan must pay the difference to the District as described in Subd. 2.

Section 3: Group Income Protection: The School District will pay each month the cost of the premium for income protection insurance for each full-time employee, qualified for and enrolled in such School District plan. The income protection shall include the following:

1. Benefits begin after 90 days of total disability.
2. The monthly income benefit shall be 66 2/3 percent of basic monthly earnings (exclusive of any additional compensation from this district or another source).

Section 4: Life Insurance

Subd. 1: The School District will pay each month the cost of the life insurance premium for a \$350,000 term life insurance policy for each full-time employee, qualified for and enrolled in such School District plan. The value of this benefit will be included in the employee's taxable income as required by the Internal Revenue Code Section 79.

Subd. 2: The employee may also purchase at the employee's own expense up to an additional \$150,000 of term life insurance, subject to the terms and costs furnished by the District's insurance carrier.

Section 5: Dental Insurance. ~~Effective July 1, 2011, the School District shall contribute \$61 to cover the cost of the premium for single or \$150 to cover the cost of family coverage as applicable, for each eligible employee employed by the School District who qualifies for and is enrolled in such School District dental insurance plan.~~ Effective July 1, 2012, the School District shall contribute a sum not to exceed \$60 per month for single or \$124 per month to cover the cost of family coverage as applicable, for each eligible employee employed by the School District who qualifies for and is enrolled in such School District dental insurance plan.

Section 6: Claims Against the School District: Any description of insurance benefits contained in this Article is intended to be informational only and the eligibility of any employee for benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this Article. It is further understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

**ARTICLE VI  
OTHER BENEFITS**

Section 1: Professional Growth: The Board agrees to reimburse tuition fees for preapproved courses and professional dues. Reimbursement of tuition shall be limited to the cost of 12 semester credits (or equivalent) per year at the University of Minnesota doctoral rate or a sum not to exceed the University of Minnesota cost for 12 semester credits or equivalent at another University. Reimbursement shall be subject to the superintendent's approval, whose decision shall be final. Effective July 1, 2007, benefits under this Section 1 shall be limited to and regulated by the technology

coordinator’s enrollment in a course of study or program approved by the superintendent in accordance with the Intermediate School District Policy 486, Specialized Training at District Expense.

Section 2: Mileage: Employees required to use their personal vehicle in the performance of the supervisory duties shall be reimbursed for such travel pursuant to School District policy.

Section 3: Defense and Indemnification:

Subd. 1. The School District agrees, subject to the provisions of this section, as a condition of this employment contract, that it shall defend, hold harmless, and indemnify the Technology Coordinator from any and all demands, claims, suits, actions, and legal proceedings brought against the Technology Coordinator in his/her individual capacity, or in his/her official capacity as agent and employee of the School District, provided the incident arose while the Technology Coordinator was acting within the scope of his/her employment and acting in good faith.

Subd. 2. Subject to the limitations provided in Subd. 1 hereof, the School Board shall provide legal counsel and pay the fees for services rendered and costs advanced by such counsel in defense of the Technology Coordinator and shall pay all expenses to the ultimate conclusion of such action, and shall pay any judgment which may be rendered against the Technology Coordinator. In the event that a conflict exists as regards the defense to any claim between the legal position of the Technology Coordinator and the legal position of the School District, the School District agrees to engage separate counsel for the Technology Coordinator and the School District agrees to pay the fees for services rendered and costs advanced by such counsel. The School District further agrees that the choice of such separate counsel shall be made by the Technology Coordinator and subject only to final approval by the School Board.

**ARTICLE VII  
SALARIES**

~~2011-2012~~ — \$83,552

~~2012-2013~~ — \$86,385

2013-2014      \$88,266

2014-2015      \$95,740 (\$90,031 base \$1,000 longevity and adjustment for reduction of health insurance contribution)

Section 2 – Longevity: The employee will receive a longevity stipend beyond the salary as follows:

After 10 years of employment (11-15): \$1,000

After 15 years of employment (16 and beyond): \$2,500

**ARTICLE VIII  
SEVERANCE/RETIREMENT**

Section 1. Eligibility. Full-time employees who have completed at least fifteen (15) years of continuous service with the school District, shall be eligible for severance pay pursuant to the provisions of this Article upon submission of a written resignation accepted by the School Board. Severance pay shall not be granted to any employee who is discharged for cause by the School District. This Article shall apply only to employees who retire from Intermediate School District 917 after the execution of this contract and shall not be retroactive to any employee who retired prior to said execution date.

Section 2. Amount of Severance: Eligible employees, upon retirement, shall receive as severance pay unused sick leave days, not to exceed fifty-five (55) days, based on the employee's daily rate of pay, or a prorated portion thereof, for less than full-time employees, minus vacation days and holidays.

Section 3. Method of Pay-out:

- A. Subject to the limitations listed below, the school district will contribute an amount equal to the value of the employee's severance pay directly into the School Board approved 403b/457 vendor account. The retiree will not receive any direct payment from the school district for the severance pay.
- B. The school district's annual contribution into the School Board approved 403b/457 vendor account must not exceed the IRS contribution limit. If the amount calculated in A exceeds the available limits in the year of separation, the excess amount will be paid out in cash and not be tax sheltered.
- C. The School district contribution(s) (into the approved 403b/457 vendor account) will be made according to the same timeline as was provided for the direct payment of the severance pay.
- D. The school district will make the severance pay contributions to the School Board approved 403b/457 vendor. For purposes of calculating the maximum deferral limit, the school district will provide the retiree or approved vendor with contribution information for the previous twelve (12) months of employment. The vendor agrees to calculate the maximum deferral limit.

Section 4. Notice: To be eligible for the benefits of this section, unless waived by the School District, an employee must notify the School District no later than February 15 of the intention to resign at the conclusion of the school year.

Date of School Board Action  
authorizing execution:

April 7, 2014

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School Board Chair

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Cory Langenfeld



Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
School Board Clerk

Dated: \_\_\_\_\_

## **SPECIAL EDUCATION DIRECTOR AGREEMENT**

The School Board of Intermediate School District 917, Rosemount, Minnesota (School District) enters into this agreement, pursuant to Minn. Stat 122A.40, as amended, with Melissa Schaller, a legally qualified administrator who agrees to serve in the public schools of said district in the position of Special Education Director for the term beginning July 1, ~~2014~~ 2013, and continuing until June 30, ~~2013~~, 2015 or until otherwise amended.

### **ARTICLE I. DUTY YEAR AND LEAVES**

Section 1: Basic Work Year: The employee's duty year shall be for the entire 12-month contract year, including vacations and holidays, as provided herein.

#### Section 2: Vacations

Subd. 1: The employee shall earn vacation at the rate of twenty-eight (28) days per year.

Subd. 2: Vacation may be used after it is credited. A draw in advance on vacation not yet earned or credited may be granted at the approval of the superintendent. Vacation may be accrued to a maximum of ~~90~~ 80 days. Exceptions to this are made only by permission of the superintendent. Days accrued above ~~90~~ 80 will be annually converted to a district contribution to the employee's 403B and/or 457 account based on the employee's daily rate of pay. If all or a portion of the amount would exceed the IRS contribution limit, the excess amount will be paid as salary.

Subd. 3. An employee who is terminated or leaves the employment of the school district of his or her own volition will be paid regular salary for all vacation time accrued, provided the employee is severing employment of his or her own volition and has given the employer six (6) weeks written notice. Unused vacation shall be compensated at the employee's current rate of pay. The superintendent may waive the six (6) weeks written notice due to special circumstances.

Subd. 4. All requests for vacation must be approved in advance by the superintendent.

Section 3. Holidays: The employee shall be entitled to ten (10) paid holidays each contract year as designated by the annual calendar.

#### Section 4: Sick Leave

Subd. 1: The employee shall earn sick leave at the rate of twelve (12) days for each year of service in the employ of the School District. The employee shall be credited with twelve (12) days at the beginning of each year of employment. In the event that an employee uses credited sick leave prior to completion of the year in which such credit is earned, the employee shall be liable to the School District for any sick leave pay advanced beyond actual accrual in the event the employee leaves the service of the School District.

Subd. 2: The employee may use one (1) day of accumulated sick leave for each day of illness or

disability of the employee's child who is less than eighteen (18) years old, for such reasonable periods as the employee's attendance with the child may be necessary, on the same terms the employee is able to use sick leave benefits for the employee's own illness. (Minn. Stat. Section 181.9413). Additionally, absence due to the serious illness of spouse, parent or spouse's parent shall be allowed and charged to sick leave. Five (5) days may be allowed each incident for this purpose.

Subd. 3: Unused sick leave days may accumulate without limit.

#### Section 5: Maternity Disability and Child Care Leave

~~Subd. 1:~~ An employee shall be afforded a child care leave of absence of no more than twelve (12) months in duration, according to the procedures as outlined in this section, to one parent of a newborn child or an adopted preschool child, provided such parent is caring for the child on a full-time basis.

~~Subd. 2:~~ A pregnant employee shall notify the superintendent in writing, not later than the end of the sixth month of the pregnancy, and, also at such time provide a physician's statement indicating the estimated date of delivery of the child. A male employee, or adoptive parent of a preschool child, shall make a request for such leave not less than ninety (90) days in advance of usage. The employee shall submit a written request to the superintendent for a child care leave, including commencement date and return date. A pregnant employee may also use accumulated sick leave for any period of disability, except for the period covered by an unpaid child care leave. The time periods provided herein shall be adjusted in cases of emergency.

~~Subd. 3:~~ The beginning date and duration of such leaves may be adjusted by mutual agreement between the superintendent and the employee.

~~Subd. 4:~~ The superintendent, after consultation with the employee, shall notify the employee in writing of the effective beginning date of such leave and its duration.

~~Subd. 5:~~ An employee returning from a child care leave shall be re-employed in a position for which the employee is qualified provided that the employee returns on the date as provided in the leave of absence.

~~Subd. 6:~~ Failure of the employee to return pursuant to the date determined in this section shall constitute grounds for termination by the school district.

~~Subd. 7:~~ A child care leave of absence granted pursuant to this section shall be a leave without pay.

#### Section 5. Parental Leave

Subd. 1. An employee shall be afforded a parental leave of absence of no more than twelve (12) months in duration, according to the procedures as outlined in this section, to one parent of a newborn child or an adopted child, provided such parent is caring for the child on a full-time basis.

Subd. 2. The superintendent, after consultation with the employee, shall notify the employee in writing of the effective beginning date of such leave and its duration.

Subd. 3. The beginning date and duration of such leaves may be adjusted by mutual agreement between the superintendent and the employee.

Subd. 4. An employee returning from a parental leave shall be reemployed in a position for which the employee is qualified provided that the employee returns on the date as provided in the leave of absence.

Subd. 5. Failure of the employee to return pursuant to the date determined in this section shall constitute grounds for termination in the school district.

Subd. 6. The parties agree that periods of time for which the employee is on parental leave shall not be counted in determining the completion of the probationary period.

Subd. 7. A parental leave of absence granted pursuant to this section shall be a leave without pay.

#### Section 6. Maternity/Adoption Leave

Subd. 1. The start of a physical disability absence for pregnancy, delivery, and recovery from childbirth shall be determined by the employee's physician. The end of the physical disability absence for childbirth shall be determined by the employee's physician at the time of the child's birth.

Subd. 2. A pregnant employee shall notify the superintendent in writing, not later than the end of the sixth month of pregnancy, and, also at such time provide a physician's statement indicating the estimated date of delivery of the child. The employee shall submit a written request to the superintendent for the use of accumulated paid sick leave, including commencement date and return date. The time periods provided herein can be modified by the employee's physician.

Subd. 3. An employee's maternity absence may encompass school holidays and/or school vacations. Holidays and/or vacations that fall during the period of disability do not cause the disability period to be extended. These days would not be deducted from sick leave.

Subd. 4. Subd. 2 and 3 of this section (Section 3) shall also apply to one parent for the adoption of a child in compliance with the Family Medical Leave Act.

~~Section 6: Bereavement and Family Illness Leaves~~ An absence due to a severe illness or death of a spouse, child, brother, sister, parent, grandparent, grandchild, or spouse's parent will be granted up to five (5) days per incident with the approval of the Superintendent with no salary deduction. Additional absence for severe illness or death may be granted at the sole discretion of the superintendent. Additional sick leave may be used in the case of severe illness of a child pursuant to law. Absence due

~~to severe illness of the above described family members shall be deducted from sick leave. Absence due to the death of the above described family members shall not be deducted from sick leave.~~

Section 7: Bereavement and Family Illness Leaves: An absence due to an illness, injury or death of a spouse, child (includes stepchild, biological, adopted and foster), brother, sister, parent, grandparent, or spouse's parent will be granted up to five (5) days per incident for death, or twenty days (20) per 12 month period for illness or injury, with the approval of the immediate supervisor with no salary deduction. Additional absence for illness or death may be granted at the sole discretion of the superintendent, or his/her designee. Absence due to illness or injury of a family member shall be deducted from sick leave. Absence due to the death of a family member shall not be deducted from sick leave.

Section 8: Jury Duty An employee summoned for jury duty shall receive regular salary but shall remit to the school district any jury duty fees received. The employee shall retain any expenses or mileage allowances paid by the court. Employees will be expected to report for their regular duties when temporarily excused from attendance at court for all or any portion of the workday.

Section 9: Professional Improvement Leaves Professional improvement leave is designed for the purpose of job-related work, study, travel or research. This leave is specifically designed for the purpose of upgrading skills or expertise of value to the District. The District may contract with the employee to pay all or part of the employee's salary during this leave depending on the perceived value to the District of the experience. This contract may make provision for payment at District expense or employee expense for fringe benefits and retirement plan. Such a contract may require a refund of any such salary and/or fringe benefit cost contributed by the School District if the employee does not return to the District and work for a period of at least two contract years. A refund will not be required if the employee is placed on unrequested leave of absence or otherwise terminated as a result of staff reduction. The granting of professional improvement leaves is at the sole discretion of the school district.

Section 10: Personal Leave A full-time employee may elect to take a maximum of two (2) prearranged, non-accumulative, days each year for personal leave for any reason. Personal days will not be charged against sick leave. The days must be submitted in writing and pre-approved by the Superintendent.

Section 11: Probationary Period Any period of time for which an employee is on unpaid leave of absence shall not be counted in determining the completion of any probationary period.

## **ARTICLE II. 403B/457 MATCHING CONTRIBUTION**

Section 1. Eligibility. To be eligible for contribution under this Article, an employee must be full-time.

Section 2. Contribution. The School District will match eligible employee contributions to a maximum of \$4,000 in 2011/2012 and \$5,000 in 2012/2013. \$5,000 in 2013/2014 and 2014/2015.

Section 3. Authorization Agreement. A salary reduction authorization agreement must be completed by the eligible employee by October 1 of the current year for the employee to participate in the 403B/457 matching contribution plan.

Section 4. Unpaid Leaves. Employees on unpaid leaves may not participate in the matching program while on leave.

### ARTICLE III. SALARY

Section 1. Basic Salary. The administrator shall faithfully perform the services of Special Education Director as prescribed by the School Board or its designated representative, abide by the rules and regulations as established by the School Board, and agrees to serve in the schools of said District as assigned by the School District. In consideration thereof, the School Board agrees to pay said administrator the following annual salary in such installments as may be determined by appropriate School District regulations:

<del>2011-2012</del>	<del>\$114,363</del>
<del>2012-2013</del>	<del>\$117,663 (\$116,663 base + \$1,000 longevity)</del>
2013-2014	\$120,580 (\$119,580 base + \$1,000 longevity)
2014-2015	\$124,528 (\$122,569 base + \$1,000 longevity and adjustment for reduction of health insurance contribution)

Section 2. Daily Rate of Pay. Base Work Year: When it is necessary to compute a per day salary, the employee's base salary will be divided by 222.

Section 3 – Longevity:

The employee shall receive a longevity stipend beyond the salary as follows:

- Beginning in the 5<sup>th</sup> year of employment through year 7 (5, 6, 7) = \$1,000
- Beginning in the 8<sup>th</sup> year of employment through year 10 (8, 9, 10) = \$1500
- Beginning in the 11<sup>th</sup> year of employment through year 13 (11, 12, 13) = \$2000
- Beginning in the 14<sup>th</sup> year of employment through year 16 (14, 15, 16) = \$2500
- After 16 years (17 and beyond) \$3000

The first year of employment shall be defined as any days of employment prior to the last student day of the regular school calendar in the first employment agreement. The next regular school calendar becomes the second year of employment with each successive school year adding to the years of employment.

Section 4. The employee will receive an annual stipend of \$2,500 for a PhD, EdD, or JD degree. The stipend will be prorated from the date awarded if earned during the contract year. An official transcript must be received for the personnel file before the pay will be adjusted.

### ARTICLE IV. INSURANCE BENEFITS

Section 1. Medical/Health Insurance/Employees:

Subd. 1. ~~Eligible full time employees shall receive full single or family medical/health~~

~~insurance benefits, as applicable, with the cost of the premium paid by the School District, for those employees who qualify for and are enrolled in the School District's medical health insurance plan. Eligible full-time employees who were hired on or after July 1, 2004, shall receive the same insurance benefit except that the District will pay only the cost of the lowest priced plan for either single or family coverage, excluding HSA. Employees who elect to take a more expensive plan shall be responsible for paying the difference between the lowest priced plan and the plan selected.~~

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~~Subd. 2. Eligible employees shall have the option of enrolling in a high deductible coverage option of the school district's health and hospitalization plan. The high deductible coverage shall be a qualified high deductible health plan within the meaning of Section 223 of the Internal Revenue Code of 1986, as amended from time to time. The monthly contribution by the school district toward the cost of the premium of the high deductible coverage shall be determined in accordance with Subd. 1.~~

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~~Subd. 3. Each eligible employee enrolled in the high deductible coverage shall be eligible for a contribution to a health savings account ("HSA") of such employee in accordance with the Intermediate School District No. 917 Flex Choice Plan (the "Flex Choice Plan"). The school district shall contribute an amount equal to one-half of the applicable deductible to the HSA of each eligible employee employed by the school district who qualifies for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan. Such contributions shall be made monthly on a pro rata basis. The school district shall also pay 100% of the HSA administrative fees while the employee is employed by the school district. Such employees shall also be eligible, through the Flex Choice Plan, to make pre-tax contributions to the HSA via salary reduction. The school district shall select the vendor of the HSA to which such contributions shall be made. Once deposited in an employee's HSA, such contributions, whether made by the school district or via salary reduction, shall not be subject to restriction by the school district and the employee may access and/or transfer such funds to a different HSA to the fullest extent permitted by law. Such employees also shall be eligible to participate in a Limited Scope Health Care Reimbursement Plan through the Flex Choice Plan, which shall allow reimbursement of medical expenses to the fullest extent permitted by law for an individual receiving contributions to an HSA.~~

~~Subd. 4. If an eligible employee who qualifies for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan changes the type of coverage during a calendar year (e.g., from individual coverage under the high deductible coverage option to family coverage under the high deductible coverage option; from family coverage under the high deductible coverage option to individual coverage under the high deductible coverage option; from family or individual coverage under the high deductible coverage option to no coverage under the high deductible coverage option), the school district's contribution to the employee's HSA shall change accordingly. The change in the amount of HSA contributions shall be effective coincident with the change in the type of coverage under the high deductible coverage option.~~

Section 1. Health and Hospitalization Insurance:

Subd. 1. Eligible full-time employees shall receive full single or family medical/health insurance benefits, as applicable, with the cost of the premium paid by the School District, excluding the HSA Plan, for those employees who qualify and are enrolled in the School District's medical health insurance plan. Beginning January 1, 2015, the School District shall contribute \$535 monthly toward a single premium or \$1300 monthly toward the family premium. Employees working more than 75% time shall receive the full district contribution. Employees working 74% time or less shall receive the district contribution on a prorated basis.

Subd. 2. Eligible employees shall have the option of enrolling in a high deductible coverage option of the school district's health and hospitalization plan. The high deductible coverage shall be a qualified high deductible health plan within the meaning of Section 223 of the Internal Revenue Code of 1986, as amended from time to time. The monthly contribution by the school district toward the cost of the premium of the high deductible coverage shall be determined in accordance with Subd. 1.

Subd. 3. Each eligible employee enrolled in the high deductible coverage shall be eligible for a contribution to a health savings account ("HSA") of such employee in accordance with the Intermediate School District 917 Flex Choice Plan (the "Flex Choice Plan"). The school district shall contribute an amount equal to one-half of the applicable deductible to the HSA of each eligible employee employed by the school district who qualified for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan. Such contributions shall be made monthly on a pro rata basis. The school district shall also pay 100% of the HSA administrative fees while the employee is employed by the school district. Such employees shall also be eligible, through the Flex Choice Plan, to make pre-tax contributions to the HSA via salary reduction. The school district shall select the vendor of the HSA to which contributions shall be made. Once deposited in an employee's HSA, such contributions, whether made by the school district or via salary reduction, shall not be subject to restriction by the school district and the employee may access and/or transfer such funds to a different HSA to the fullest extent permitted by law. Such employees also shall be eligible to participate in a Limited Scope Health Care Reimbursement Plan through the Flex Choice Plan, which shall allow reimbursement of medical expenses to the fullest extent permitted by law for an individual receiving contributions to an HSA.

Subd. 4. If an eligible employee who qualifies for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan changes the type of coverage during a calendar year (e.g., from individual coverage under the high deductible coverage option



to family coverage under the high deductible coverage; from family coverage under the high deductible coverage to individual coverage under the high deductible coverage; from family or individual coverage under the high deductible coverage option to no coverage under the high deductible coverage option), the school district's contribution to the employee's HSA shall change accordingly. The change in the amount of HSA contributions shall be effective coincident with the change in the type of coverage under the high deductible coverage option.

## Section 2. Retirees' Insurance

Subd. 1. Employees who retire who have at least 10 years of continuous full-time service and who are age 55 years or older will continue to receive the same district contribution (single or family) toward medical and dental insurance benefits as stated in the then current agreement, for 10 years from the date of retirement or upon becoming eligible for Medicare, whichever occurs sooner.

~~Subd. 2. In the event that a retiree becomes eligible for Medicare prior to the expiration of the ten-year period specified in Section 2, Subd. 1 of this Article, the district shall pay the full cost of a single Medicare supplemental policy for the retiree until the expiration of the ten-year period.~~

Section 3: Group Income Protection The School District will pay each month the cost of the premium for income protection insurance for each full-time employee, qualified for and enrolled in such School District plan. The income protection shall include the following:

1. Benefits begin after 90 days of total disability.
2. The monthly income benefit shall be 66 2/3 percent of basic monthly earnings (exclusive of any additional compensation from this district or another source).

## Section 4: Life Insurance

Subd. 1: The School District will pay each month the cost of the life insurance premium for a \$350,000 term life insurance policy for each full-time employee, qualified for and enrolled in such School District plan. The value of this benefit will be included in the employee's taxable income as required by the Internal Revenue Code Section 79.

Subd. 2: The employee may also purchase at the employee's own expense up to an additional \$150,000 of term life insurance, subject to the terms and costs furnished by the district's insurance carrier.

Subd. 3: Upon retirement, employees may continue to participate in the District's policy and may purchase term insurance at their own expense, subject to the terms of the contractual agreement between the District and the insurance carrier.

Subd. 4: Amounts of life insurance as provided in this section shall be progressively reduced in accordance with the following schedule:

- a) 10 years following date of retirement, original amount reduces by 50%.
- b) 11 to 15 years following date of retirement, original amount reduces by 60%.
- c) 16 to 20 years following date of retirement, original amount reduces by 80%.

Section 5: Dental Insurance. ~~Effective July 1, 2011, the School District shall contribute \$61 to cover the cost of the premium for single or \$150 to cover the cost of family coverage as applicable, for each eligible employee employed by the School District who qualifies for and is enrolled in such School District dental insurance plan.~~ Effective July 1, ~~2012, 2013~~ the School District shall contribute a sum not to exceed \$60 per month for single or \$124 per month to cover the cost of family coverage as applicable, for each eligible employee employed by the School District who qualifies for and is enrolled in such School District dental insurance plan.

Section 6: Claims Against the School District Any description of insurance benefits contained in this Article is intended to be informational only and the eligibility of any employee for benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this Article. It is further understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

## **ARTICLE V. OTHER BENEFITS**

Section 1: Professional Growth The Board agrees to reimburse tuition fees for preapproved courses and professional dues. These courses and professional dues are subject to the Superintendent's approval, whose decision shall be final.

Section 2: Mileage Employees required to use their personal vehicle in the performance of their supervisory duties shall be reimbursed for such travel pursuant to School District policy.

### Section 3: Defense and Indemnification

Subd. 1. The School District agree, subject to the provisions of this section, as a condition of this employment contract, that it shall defend, hold harmless, and indemnify the Special Education Director from any and all demands, claims, suits, actions, and legal proceedings brought against the Special Education Director in his/her individual capacity, or in his/her official capacity as agent and employee of the School District, provided the incident arose while the Special Education Director was acting within the scope of his/her employment and acting in good faith.

Subd. 2 Subject to the limitations provided in Subd. 1 hereof, the School Board shall provide legal counsel and pay the fees for services rendered and costs advanced by such counsel in defense of the Special Education Director and shall pay all expenses to the ultimate conclusion of such action, and shall pay any judgment which may be rendered against the Special Education Director. In the event that a conflict exists as regards the defense to any claim between the legal position of the Special Education Director and the legal position of the School District, the School District agrees to engage separate counsel for the Special Education Director

and the School District agrees to pay the fees for services rendered and costs advanced by such counsel. The School District further agrees that the choice of such separate counsel shall be made by the Special Education Director and subject only to final approval by the School Board

## **VI. SEVERANCE/RETIREMENT**

Section 1. Eligibility Full-time employees who have completed at least fifteen (15) years of continuous employment with the school District shall be eligible for severance pay pursuant to the provisions of this Article upon submission of a written resignation accepted by the School Board. Years of employment are defined in Article III, Section 3. Severance pay shall not be granted to any employee who is discharged for cause by the School District. This Article shall apply only to employees who retire from Intermediate School District 917 after the execution of this contract and shall not be retroactive to any employee who retired prior to said execution date.

Section 2. Amount of Severance Eligible employees, upon retirement, shall receive as severance pay unused sick leave days, not to exceed ~~seventh-five~~ seventy-five (75) days.

Section 3. Method of Pay-out:

- A. Subject to the limitations listed below, the school district will contribute an amount equal to the value of the employee's severance pay directly into the School Board approved 403b/457 vendor account. The retiree will not receive any direct payment from the school district for the severance pay.
- B. The school district's annual contribution into the School Board approved 403b/457 vendor account must not exceed the IRS contribution limit. If the amount calculated in A exceeds the available limits in the year of separation, the excess amount will be paid out in cash and not be tax sheltered.
- C. The school district contribution(s) (into the approved 403b/457 vendor account) will be made according to the same timeline as was provided for the direct payment of the severance pay.
- D. The school district will make the severance pay contributions to the School Board approved 403b/457 vendor. For purposes of calculating the maximum deferral limit, the school district will provide the retiree or approved vendor with contribution information for the previous twelve (12) months of employment. The vendor agrees to calculate the maximum deferral limit.

## **ARTICLE VII. ABOLITION OF POSITION**

Section 1. Effect. This Article shall be effective only if this position is eliminated by the School District for its own reason or as a result of modification of state law abolishing the School District or substantially altering its form or funding which dictates the abolishment of this position.

Section 2. Conditions. In the event that this position is abolished as provided in Section 1 hereof, an employee under these terms and conditions shall be eligible for severance pay as provided in Article VI, notwithstanding age or years of service requirements. In addition, in the event this position is abolished as provided in Section 1 hereof, the employee shall be eligible for one year of the retiree insurance benefit provided for in Article IV, Section 2, notwithstanding age or years of service requirements, except such benefits shall not be available if the employee has substantially equivalent coverage paid for by another employer. Nothing in this Article, however, shall alter the benefits existing in Article IV, Insurance Benefits, or Article VI, Severance/Retirement, for those employees who otherwise meet the age and service requirements as set forth in said articles.

This agreement shall be effective only upon signature by the officers of the School Board after authorization for such signatures has been taken by the School Board in appropriate action, recorded in its minutes.

Date of School Board Action  
authorizing execution

April 7, 2014

IN WITNESS WHEREOF, I have  
subscribed my signature this

\_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Special Education Director

IN WITNESS WHEREOF, we have  
subscribed our signatures this

\_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Clerk

## **BUSINESS MANAGER AGREEMENT**

The School Board of Intermediate School District 917, Rosemount, Minnesota (School District) enters into this agreement, pursuant to Minn. Stat 122A.40, as amended, with Nicolle Roush, a legally qualified administrator who agrees to serve in the public schools of said district in the position of Business Manager for the term beginning July 1, ~~2011~~ 2013, and continuing until June 30, ~~2013~~, 2015 or until otherwise amended.

### **ARTICLE I. DUTY YEAR AND LEAVES**

Section 1: Basic Work Year: The employee's duty year shall be for the entire 12-month contract year, including vacations and holidays, as provided herein.

#### Section 2: Vacations

Subd. 1: The employee shall earn vacation at the rate of twenty-eight (28) days per year.

Subd. 2: Vacation may be used after it is credited. A draw in advance on vacation not yet earned or credited may be granted at the approval of the superintendent. Vacation may be accrued to a maximum of ~~90~~ 80 days. Exceptions to this are made only by permission of the superintendent. Days accrued above ~~90~~ 80 will be annually converted to a district contribution to the employee's 403B and/or 457 account based on the employee's daily rate of pay. If all or a portion of the amount would exceed the IRS contribution limit, the excess amount will be paid as salary.

Subd. 3: An employee who is terminated or leaves the employment of the school district of his or her own volition will be paid regular salary for all vacation time accrued, provided the employee is severing employment of his or her own volition and has given the employer six (6) weeks written notice. Unused vacation shall be compensated at the employee's current rate of pay. The superintendent may waive the six (6) weeks written notice due to special circumstances.

Subd. 4: All requests for vacation must be approved in advance by the superintendent.

Section 3. Holidays: The employee shall be entitled to ten (10) paid holidays each contract year as designated by the annual calendar.

#### Section 4: Sick Leave

Subd. 1: The employee shall earn sick leave at the rate of twelve (12) days for each year of service in the employ of the School District. The employee shall be credited with twelve (12) days at the beginning of each year of employment. In the event that an employee uses credited sick leave prior to completion of the year in which such credit is earned, the employee shall be liable to the School District for any sick leave pay advanced beyond actual accrual in the event the employee leaves the service of the School District.

Subd. 2: The employee may use one (1) day of accumulated sick leave for each day of illness or

disability of the employee's child who is less than eighteen (18) years old, for such reasonable periods as the employee's attendance with the child may be necessary, on the same terms the employee is able to use sick leave benefits for the employee's own illness. (Minn. Stat. Section 181.9413). Additionally, absence due to the serious illness of spouse, parent or spouse's parent shall be allowed and charged to sick leave. Five (5) days may be allowed each incident for this purpose.

Subd. 3: Unused sick leave days may accumulate without limit.

#### Section 5: Maternity Disability and Child Care Leave

~~Subd. 1:~~ An employee shall be afforded a child care leave of absence of no more than twelve (12) months in duration, according to the procedures as outlined in this section, to one parent of a newborn child or an adopted preschool child, provided such parent is caring for the child on a full-time basis.

~~Subd. 2:~~ A pregnant employee shall notify the superintendent in writing, not later than the end of the sixth month of the pregnancy, and, also at such time provide a physician's statement indicating the estimated date of delivery of the child. A male employee, or adoptive parent of a preschool child, shall make a request for such leave not less than ninety (90) days in advance of usage. The employee shall submit a written request to the superintendent for a child care leave, including commencement date and return date. A pregnant employee may also use accumulated sick leave for any period of disability, except for the period covered by an unpaid child care leave. The time periods provided herein shall be adjusted in cases of emergency.

~~Subd. 3:~~ The beginning date and duration of such leaves may be adjusted by mutual agreement between the superintendent and the employee.

~~Subd. 4:~~ The superintendent, after consultation with the employee, shall notify the employee in writing of the effective beginning date of such leave and its duration.

~~Subd. 5:~~ An employee returning from a child care leave shall be re-employed in a position for which the employee is qualified provided that the employee returns on the date as provided in the leave of absence.

~~Subd. 6:~~ Failure of the employee to return pursuant to the date determined in this section shall constitute grounds for termination by the school district.

~~Subd. 7:~~ A child care leave of absence granted pursuant to this section shall be a leave without pay.

#### Section 5. Parental Leave

Subd. 1. An employee shall be afforded a parental leave of absence of no more than twelve (12) months in duration, according to the procedures as outlined in this section, to one parent of a newborn child or an adopted child, provided such parent is caring for the child on a full-time basis.

Subd. 2. The superintendent, after consultation with the employee, shall notify the employee in writing of the effective beginning date of such leave and its duration.

Subd. 3. The beginning date and duration of such leaves may be adjusted by mutual agreement between the superintendent and the employee.

Subd. 4. An employee returning from a parental leave shall be reemployed in a position for which the employee is qualified provided that the employee returns on the date as provided in the leave of absence.

Subd. 5. Failure of the employee to return pursuant to the date determined in this section shall constitute grounds for termination in the school district.

Subd. 6. The parties agree that periods of time for which the employee is on parental leave shall not be counted in determining the completion of the probationary period.

Subd. 7. A parental leave of absence granted pursuant to this section shall be a leave without pay.

#### Section 6. Maternity/Adoption Leave

Subd. 1. The start of a physical disability absence for pregnancy, delivery, and recovery from childbirth shall be determined by the employee's physician. The end of the physical disability absence for childbirth shall be determined by the employee's physician at the time of the child's birth.

Subd. 2. A pregnant employee shall notify the superintendent in writing, not later than the end of the sixth month of pregnancy, and, also at such time provide a physician's statement indicating the estimated date of delivery of the child. The employee shall submit a written request to the superintendent for the use of accumulated paid sick leave, including commencement date and return date. The time periods provided herein can be modified by the employee's physician.

Subd. 3. An employee's maternity absence may encompass school holidays and/or school vacations. Holidays and/or vacations that fall during the period of disability do not cause the disability period to be extended. These days would not be deducted from sick leave.

Subd. 4. Subd. 2 and 3 of this section (Section 3) shall also apply to one parent for the adoption of a child in compliance with the Family Medical Leave Act.

~~Section 6: Bereavement and Family Illness Leaves An absence due to a severe illness or death of a spouse, child, brother, sister, parent, grandparent, grandchild, or spouse's parent will be granted up to five (5) days per incident with the approval of the Superintendent with no salary deduction. Additional absence for severe illness or death may be granted at the sole discretion of the superintendent. Additional sick leave may be used in the case of severe illness of a child pursuant to law. Absence due~~

~~to severe illness of the above described family members shall be deducted from sick leave. Absence due to the death of the above described family members shall not be deducted from sick leave.~~

Section 7: Bereavement and Family Illness Leaves: An absence due to an illness, injury or death of a spouse, child (includes stepchild, biological, adopted and foster), brother, sister, parent, grandparent, or spouse's parent will be granted up to five (5) days per incident for death, or twenty days (20) per 12 month period for illness or injury, with the approval of the immediate supervisor with no salary deduction. Additional absence for illness or death may be granted at the sole discretion of the superintendent, or his/her designee. Absence due to illness or injury of a family member shall be deducted from sick leave. Absence due to the death of a family member shall not be deducted from sick leave.

Section 8: Jury Duty An employee summoned for jury duty shall receive regular salary but shall remit to the school district any jury duty fees received. The employee shall retain any expenses or mileage allowances paid by the court. Employees will be expected to report for their regular duties when temporarily excused from attendance at court for all or any portion of the workday.

Section 9: Professional Improvement Leaves Professional improvement leave is designed for the purpose of job-related work, study, travel or research. This leave is specifically designed for the purpose of upgrading skills or expertise of value to the District. The District may contract with the employee to pay all or part of the employee's salary during this leave depending on the perceived value to the District of the experience. This contract may make provision for payment at District expense or employee expense for fringe benefits and retirement plan. Such a contract may require a refund of any such salary and/or fringe benefit cost contributed by the School District if the employee does not return to the District and work for a period of at least two contract years. A refund will not be required if the employee is placed on unrequested leave of absence or otherwise terminated as a result of staff reduction. The granting of professional improvement leaves is at the sole discretion of the school district.

Section 10: Personal Leave A full-time employee may elect to take a maximum of two (2) prearranged, non-accumulative, days each year for personal leave for any reason. Personal days will not be charged against sick leave. The days must be submitted in writing and pre-approved by the Superintendent.

Section 11: Probationary Period Any period of time for which an employee is on unpaid leave of absence shall not be counted in determining the completion of any probationary period.

## **ARTICLE II. 403B/457 MATCHING CONTRIBUTION**

Section 1. Eligibility. To be eligible for contribution under this Article, an employee must be full-time.

Section 2. Contribution. The School District will match eligible employee contributions to a maximum of ~~\$4,000 in 2011/2012 and \$5,000 in 2012/2013.~~ \$5,000 in 2013/2014 and 2014/2015.

Section 3. Authorization Agreement. A salary reduction authorization agreement must be completed by the eligible employee by October 1 of the current year for the employee to participate in the 403B/457 matching contribution plan.



Section 4. Unpaid Leaves. Employees on unpaid leaves may not participate in the matching program while on leave.

### ARTICLE III. SALARY

Section 1. Basic Salary. The administrator shall faithfully perform the services of Business Manager as prescribed by the School Board or its designated representative, abide by the rules and regulations as established by the School Board, and agrees to serve in the schools of said District as assigned by the School District. In consideration thereof, the School Board agrees to pay said administrator the following annual salary in such installments as may be determined by appropriate School District regulations:

~~2011-2012 — \$117,600 (\$116,600 base + \$1,000 longevity)~~

~~2012-2013 — \$121,744 (\$119,224 base + \$2500 longevity)~~

2013-2014     \$124,427 (\$121,927 base + \$2,500 longevity)

2014-2015     \$131,880 (\$124,670 base + \$2500 longevity and adjustment for reduction of health insurance contribution)

Section 2. Daily Rate of Pay. Base Work Year: When it is necessary to compute a per day salary, the employee's base salary will be divided by 222.

#### Section 3 – Longevity:

The employee shall receive a longevity stipend beyond the salary as follows:

Beginning in the 5<sup>th</sup> year of employment through year 7 (5, 6, 7) = \$1,000

Beginning in the 8<sup>th</sup> year of employment through year 10 (8, 9, 10) = \$1500

Beginning in the 11<sup>th</sup> year of employment through year 13 (11, 12, 13) = \$2000

Beginning in the 14<sup>th</sup> year of employment through year 16 (14, 15, 16) = \$2500

After 16 years (17 and beyond) \$3000

The first year of employment shall be defined as any days of employment prior to the last student day of the regular school calendar in the first employment agreement as the Business Manager.. The next regular school calendar becomes the second year of employment with each successive school year adding to the years of employment.

Section 4. The employee will receive an annual stipend of \$2,500 for a PhD, EdD, or JD degree. The stipend will be prorated from the date awarded if earned during the contract year. An official transcript must be received for the personnel file before the pay will be adjusted.

### ARTICLE IV. INSURANCE BENEFITS

#### Section 1. Medical/Health Insurance/Employees:

~~Subd. 1. Eligible full time employees shall receive full single or family medical/health insurance benefits, as applicable, with the cost of the premium paid by the School District, for~~

~~those employees who qualify for and are enrolled in the School District's medical health insurance plan. Eligible full-time employees who were hired on or after July 1, 2004, shall receive the same insurance benefit except that the District will pay only the cost of the lowest priced plan for either single or family coverage, excluding HSA. Employees who elect to take a more expensive plan shall be responsible for paying the difference between the lowest priced plan and the plan selected.~~

~~Subd. 2. Eligible employees shall have the option of enrolling in a high deductible coverage option of the school district's health and hospitalization plan. The high deductible coverage shall be a qualified high deductible health plan within the meaning of Section 223 of the Internal Revenue Code of 1986, as amended from time to time. The monthly contribution by the school district toward the cost of the premium of the high deductible coverage shall be determined in accordance with Subd. 1.~~

~~Subd. 3. Each eligible employee enrolled in the high deductible coverage shall be eligible for a contribution to a health savings account ("HSA") of such employee in accordance with the Intermediate School District No. 917 Flex Choice Plan (the "Flex Choice Plan"). The school district shall contribute an amount equal to one-half of the applicable deductible to the HSA of each eligible employee employed by the school district who qualifies for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan. Such contributions shall be made monthly on a pro rata basis. The school district shall also pay 100% of the HSA administrative fees while the employee is employed by the school district. Such employees shall also be eligible, through the Flex Choice Plan, to make pre-tax contributions to the HSA via salary reduction. The school district shall select the vendor of the HSA to which such contributions shall be made. Once deposited in an employee's HSA, such contributions, whether made by the school district or via salary reduction, shall not be subject to restriction by the school district and the employee may access and/or transfer such funds to a different HSA to the fullest extent permitted by law. Such employees also shall be eligible to participate in a Limited Scope Health Care Reimbursement Plan through the Flex Choice Plan, which shall allow reimbursement of medical expenses to the fullest extent permitted by law for an individual receiving contributions to an HSA.~~

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#### Section 1. Health and Hospitalization Insurance:

Subd. 1. Eligible full-time employees shall receive full single or family medical/health insurance benefits, as applicable, with the cost of the premium paid by the School District, excluding the HSA Plan, for those employees who qualify and are enrolled in the School District's medical health insurance plan. Beginning January 1, 2015, the School District shall contribute \$535 monthly toward a single premium or \$1300 monthly toward the family premium. Employees working more than 75% time shall receive the full district contribution. Employees working 74% time or less shall receive the district contribution on a prorated basis.

Subd. 2. Eligible employees shall have the option of enrolling in a high deductible coverage option of the school district's health and hospitalization plan. The high deductible coverage shall be a qualified high deductible health plan within the meaning of Section 223 of the Internal Revenue Code of 1986, as amended from time to time. The monthly contribution by the school district toward the cost of the premium of the high deductible coverage shall be determined in accordance with Subd. 1.

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Subd. 4. If an eligible employee who qualifies for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan changes the type of coverage during a calendar year (e.g., from individual coverage under the high deductible coverage option to family coverage under the high deductible coverage; from family

coverage under the high deductible coverage to individual coverage under the high deductible coverage; from family or individual coverage under the high deductible coverage option to no coverage under the high deductible coverage option), the school district's contribution to the employee's HSA shall change accordingly. The change in the amount of HSA contributions shall be effective coincident with the change in the type of coverage under the high deductible coverage option.

## Section 2. Retirees' Insurance

Subd. 1. Employees who retire who have at least 10 years of continuous full-time service and who are age 55 years or older will continue to receive the same district contribution (single or family) toward medical and dental insurance benefits as stated in the then current agreement, for 10 years from the date of retirement or upon becoming eligible for Medicare, whichever occurs sooner.

~~Subd. 2. In the event that a retiree becomes eligible for Medicare prior to the expiration of the ten-year period specified in Section 2, Subd. 1 of this Article, the district shall pay the full cost of a single Medicare supplemental policy for the retiree until the expiration of the ten-year period.~~

Section 3: Group Income Protection The School District will pay each month the cost of the premium for income protection insurance for each full-time employee, qualified for and enrolled in such School District plan. The income protection shall include the following:

1. Benefits begin after 90 days of total disability.
2. The monthly income benefit shall be 66 2/3 percent of basic monthly earnings (exclusive of any additional compensation from this district or another source).

## Section 4: Life Insurance

Subd. 1: The School District will pay each month the cost of the life insurance premium for a \$350,000 term life insurance policy for each full-time employee, qualified for and enrolled in such School District plan. The value of this benefit will be included in the employee's taxable income as required by the Internal Revenue Code Section 79.

Subd. 2: The employee may also purchase at the employee's own expense up to an additional \$150,000 of term life insurance, subject to the terms and costs furnished by the district's insurance carrier.

Subd. 3: Upon retirement, employees may continue to participate in the District's policy and may purchase term insurance at their own expense, subject to the terms of the contractual agreement between the District and the insurance carrier.

Subd. 4: Amounts of life insurance as provided in this section shall be progressively reduced in accordance with the following schedule:

- a) 10 years following date of retirement, original amount reduces by 50%.

- b) 11 to 15 years following date of retirement, original amount reduces by 60%.
- c) 16 to 20 years following date of retirement, original amount reduces by 80%.

Section 5: Dental Insurance. ~~Effective July 1, 2011, the School District shall contribute \$61 to cover the cost of the premium for single or \$150 to cover the cost of family coverage as applicable, for each eligible employee employed by the School District who qualifies for and is enrolled in such School District dental insurance plan.~~ Effective July 1, ~~2012, 2013~~ the School District shall contribute a sum not to exceed \$60 per month for single or \$124 per month to cover the cost of family coverage as applicable, for each eligible employee employed by the School District who qualifies for and is enrolled in such School District dental insurance plan.

Section 6: Claims Against the School District Any description of insurance benefits contained in this Article is intended to be informational only and the eligibility of any employee for benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this Article. It is further understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

## **ARTICLE V. OTHER BENEFITS**

Section 1: Professional Growth The Board agrees to reimburse tuition fees for preapproved courses and professional dues. These courses and professional dues are subject to the Superintendent's approval, whose decision shall be final.

Section 2: Mileage Employees required to use their personal vehicle in the performance of their supervisory duties shall be reimbursed for such travel pursuant to School District policy.

### Section 3: Defense and Indemnification

Subd. 1. The School District agrees, subject to the provisions of this section, as a condition of this employment contract, that it shall defend, hold harmless, and indemnify the Business Manager from any and all demands, claims, suits, actions, and legal proceedings brought against the Business Manager in his/her individual capacity, or in his/her official capacity as agent and employee of the School District, provided the incident arose while the Business Manager was acting within the scope of his/her employment and acting in good faith.

Subd. 2. Subject to the limitations provided in Subd. 1 hereof, the School Board shall provide legal counsel and pay the fees for services rendered and costs advanced by such counsel in defense of the Business Manager and shall pay all expenses to the ultimate conclusion of such action, and shall pay any judgment which may be rendered against the Business Manager. In the event that a conflict exists as regards the defense to any claim between the legal position of the Business Manager and the legal position of the School District, the School District agrees to engage separate counsel for the Business Manager and the School District agrees to pay the fees for services rendered and costs advanced by such counsel. The School District further agrees that the choice of such separate counsel shall be made by the Business Manager and subject only to final approval by the School Board.

## **VI. SEVERANCE/RETIREMENT**

Section 1. Eligibility Full-time employees who have completed at least fifteen (15) years of continuous employment with the school District shall be eligible for severance pay pursuant to the provisions of this Article upon submission of a written resignation accepted by the School Board. Years of employment are defined in Article III, Section 3. Severance pay shall not be granted to any employee who is discharged for cause by the School District. This Article shall apply only to employees who retire from Intermediate School District 917 after the execution of this contract and shall not be retroactive to any employee who retired prior to said execution date.

Section 2. Amount of Severance Eligible employees, upon retirement, shall receive as severance pay unused sick leave days, not to exceed ~~seventh-five~~ seventy-five (75) days.

Section 3. Method of Pay-out:

- A. Subject to the limitations listed below, the school district will contribute an amount equal to the value of the employee's severance pay directly into the School Board approved 403b/457 vendor account. The retiree will not receive any direct payment from the school district for the severance pay.
- B. The school district's annual contribution into the School Board approved 403b/457 vendor account must not exceed the IRS contribution limit. If the amount calculated in A exceeds the available limits in the year of separation, the excess amount will be paid out in cash and not be tax sheltered.
- C. The school district contribution(s) (into the approved 403b/457 vendor account) will be made according to the same timeline as was provided for the direct payment of the severance pay.
- D. The school district will make the severance pay contributions to the School Board approved 403b/457 vendor. For purposes of calculating the maximum deferral limit, the school district will provide the retiree or approved vendor with contribution information for the previous twelve (12) months of employment. The vendor agrees to calculate the maximum deferral limit.

**ARTICLE VII. ABOLITION OF POSITION**

Section 1. Effect. This Article shall be effective only if this position is eliminated by the School District for its own reason or as a result of modification of state law abolishing the School District or substantially altering its form or funding which dictates the abolishment of this position.

Section 2. Conditions. In the event that this position is abolished as provided in Section 1 hereof, an employee under these terms and conditions shall be eligible for severance pay as provided in Article VI, notwithstanding age or years of service requirements. In addition, in the event this position is abolished as provided in Section 1 hereof, the employee shall be eligible for one year of the retiree insurance benefit provided for in Article IV, Section 2, notwithstanding age or years of service requirements, except such benefits shall not be available if the employee has substantially equivalent coverage paid for by another employer. Nothing in this Article, however, shall alter the benefits existing in Article IV, Insurance Benefits, or Article VI, Severance/Retirement, for those employees who otherwise meet the age and service requirements as set forth in said articles.

This agreement shall be effective only upon signature by the officers of the School Board after authorization for such signatures has been taken by the School Board in appropriate action, recorded in its minutes.

Date of School Board Action  
authorizing execution

April 7, 2014

IN WITNESS WHEREOF, I have  
subscribed my signature this  
\_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Business Manager

IN WITNESS WHEREOF, we have  
subscribed our signatures this  
\_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Clerk

## SECONDARY EDUCATION PRINCIPAL AGREEMENT

The School Board of Intermediate School District 917, Rosemount, Minnesota (School District) enters into this agreement, pursuant to Minn. Stat 122A.40, as amended, with Eric Van Brocklin, a legally qualified administrator who agrees to serve in the public schools of said district in the position of Secondary Education Principal, as licensed by the State of Minnesota, for the term beginning July 1, 2013, and continuing until June 30, 2015, or until otherwise amended.

### **ARTICLE I. DUTY YEAR AND LEAVES**

Section 1: Basic Work Year: The employee's duty year shall be for the entire 12-month contract year, including vacations and holidays, as provided herein.

#### Section 2: Vacations

Subd. 1: The employee shall earn vacation at the rate of twenty-eight (28) days per year.

Subd. 2: Vacation may be used after it is credited. A draw in advance on vacation not yet earned or credited may be granted at the approval of the superintendent. Vacation may be accrued to a maximum of ~~90~~ 80 days. Exceptions to this are made only by permission of the superintendent. Days accrued above ~~90~~ 80 will be annually converted to a district contribution to the employee's 403B and/or 457 account based on the employee's daily rate of pay. If all or a portion of the amount would exceed the IRS contribution limit, the excess amount will be paid as salary.

Subd. 3. An employee who is terminated or leaves the employment of the school district of his or her own volition will be paid regular salary for all vacation time accrued, provided the employee is severing employment of his or her own volition and has given the employer six (6) weeks written notice. Unused vacation shall be compensated at the employee's current rate of pay. The superintendent may waive the six (6) weeks written notice due to special circumstances.

Subd. 4. All requests for vacation must be approved in advance by the superintendent.

Section 3. Holidays: The employee shall be entitled to ten (10) paid holidays each contract year as designated by the annual calendar.

#### Section 4: Sick Leave

Subd. 1: The employee shall earn sick leave at the rate of twelve (12) days for each year of service in the employ of the School District. The employee shall be credited with twelve (12) days at the beginning of each year of employment. In the event that an employee uses credited sick leave prior to completion of the year in which such credit is earned, the employee shall be liable to the School District for any sick leave pay advanced beyond actual accrual in the event the employee leaves the service of the School District.

Subd. 2: The employee may use one (1) day of accumulated sick leave for each day of illness or



disability of the employee's child who is less than eighteen (18) years old, for such reasonable periods as the employee's attendance with the child may be necessary, on the same terms the employee is able to use sick leave benefits for the employee's own illness. (Minn. Stat. Section 181.9413). Additionally, absence due to the serious illness of spouse, parent or spouse's parent shall be allowed and charged to sick leave. Five (5) days may be allowed each incident for this purpose.

Subd. 3: Unused sick leave days may accumulate without limit.

#### Section 5: Maternity Disability and Child Care Leave

~~Subd. 1:~~ An employee shall be afforded a child care leave of absence of no more than twelve (12) months in duration, according to the procedures as outlined in this section, to one parent of a newborn child or an adopted preschool child, provided such parent is caring for the child on a full-time basis.

~~Subd. 2:~~ A pregnant employee shall notify the superintendent in writing, not later than the end of the sixth month of the pregnancy, and, also at such time provide a physician's statement indicating the estimated date of delivery of the child. A male employee, or adoptive parent of a preschool child, shall make a request for such leave not less than ninety (90) days in advance of usage. The employee shall submit a written request to the superintendent for a child care leave, including commencement date and return date. A pregnant employee may also use accumulated sick leave for any period of disability, except for the period covered by an unpaid child care leave. The time periods provided herein shall be adjusted in cases of emergency.

~~Subd. 3:~~ The beginning date and duration of such leaves may be adjusted by mutual agreement between the superintendent and the employee.

~~Subd. 4:~~ The superintendent, after consultation with the employee, shall notify the employee in writing of the effective beginning date of such leave and its duration.

~~Subd. 5:~~ An employee returning from a child care leave shall be re-employed in a position for which the employee is qualified provided that the employee returns on the date as provided in the leave of absence.

~~Subd. 6:~~ Failure of the employee to return pursuant to the date determined in this section shall constitute grounds for termination by the school district.

~~Subd. 7:~~ A child care leave of absence granted pursuant to this section shall be a leave without pay.

#### Section 5. Parental Leave

Subd. 1. An employee shall be afforded a parental leave of absence of no more than twelve (12) months in duration, according to the procedures as outlined in this section, to one parent of a newborn child or an adopted child, provided such parent is caring for the child on a full-time basis.

Subd. 2. The superintendent, after consultation with the employee, shall notify the employee in writing of the effective beginning date of such leave and its duration.

Subd. 3. The beginning date and duration of such leaves may be adjusted by mutual agreement between the superintendent and the employee.

Subd. 4. An employee returning from a parental leave shall be reemployed in a position for which the employee is qualified provided that the employee returns on the date as provided in the leave of absence.

Subd. 5. Failure of the employee to return pursuant to the date determined in this section shall constitute grounds for termination in the school district.

Subd. 6. The parties agree that periods of time for which the employee is on parental leave shall not be counted in determining the completion of the probationary period.

Subd. 7. A parental leave of absence granted pursuant to this section shall be a leave without pay.

#### Section 6. Maternity/Adoption Leave

Subd. 1. The start of a physical disability absence for pregnancy, delivery, and recovery from childbirth shall be determined by the employee's physician. The end of the physical disability absence for childbirth shall be determined by the employee's physician at the time of the child's birth.

Subd. 2. A pregnant employee shall notify the superintendent in writing, not later than the end of the sixth month of pregnancy, and, also at such time provide a physician's statement indicating the estimated date of delivery of the child. The employee shall submit a written request to the superintendent for the use of accumulated paid sick leave, including commencement date and return date. The time periods provided herein can be modified by the employee's physician.

Subd. 3. An employee's maternity absence may encompass school holidays and/or school vacations. Holidays and/or vacations that fall during the period of disability do not cause the disability period to be extended. These days would not be deducted from sick leave.

Subd. 4. Subd. 2 and 3 of this section (Section 3) shall also apply to one parent for the adoption of a child in compliance with the Family Medical Leave Act.

~~Section 6: Bereavement and Family Illness Leaves An absence due to a severe illness or death of a spouse, child, brother, sister, parent, grandparent, grandchild, or spouse's parent will be granted up to five (5) days per incident with the approval of the Superintendent with no salary deduction. Additional absence for severe illness or death may be granted at the sole discretion of the superintendent. Additional sick leave may be used in the case of severe illness of a child pursuant to law. Absence due to severe illness of the above described family members shall be deducted from sick leave. Absence due to the death of the above described family members shall not be deducted from sick leave.~~

Section 7: Bereavement and Family Illness Leaves: An absence due to an illness, injury or death of a spouse, child (includes stepchild, biological, adopted and foster), brother, sister, parent, grandparent, or spouse's parent will be granted up to five (5) days per incident for death, or twenty days (20) per 12 month period for illness or injury, with the approval of the immediate supervisor with no salary deduction. Additional absence for illness or death may be granted at the sole discretion of the superintendent, or his/her designee. Absence due to illness or injury of a family member shall be deducted from sick leave. Absence due to the death of a family member shall not be deducted from sick leave.

Section 8: Jury Duty An employee summoned for jury duty shall receive regular salary but shall remit to the school district any jury duty fees received. The employee shall retain any expenses or mileage allowances paid by the court. Employees will be expected to report for their regular duties when temporarily excused from attendance at court for all or any portion of the workday.

Section 9: Professional Improvement Leaves Professional improvement leave is designed for the purpose of job-related work, study, travel or research. This leave is specifically designed for the purpose of upgrading skills or expertise of value to the District. The District may contract with the employee to pay all or part of the employee's salary during this leave depending on the perceived value to the District of the experience. This contract may make provision for payment at District expense or employee expense for fringe benefits and retirement plan. Such a contract may require a refund of any such salary and/or fringe benefit cost contributed by the School District if the employee does not return to the District and work for a period of at least two contract years. A refund will not be required if the employee is placed on unrequested leave of absence or otherwise terminated as a result of staff reduction. The granting of professional improvement leaves is at the sole discretion of the school district.

Section 10: Personal Leave A full-time employee may elect to take a maximum of two (2) prearranged, non-accumulative, days each year for personal leave for any reason. Personal days will not be charged against sick leave. The days must be submitted in writing and pre-approved by the Superintendent.

Section 11: Probationary Period Any period of time for which an employee is on unpaid leave of absence shall not be counted in determining the completion of any probationary period.

## **ARTICLE II. 403B/457 MATCHING CONTRIBUTION**

Section 1. Eligibility. To be eligible for contribution under this Article, an employee must be full-time.

Section 2. Contribution. The School District will match eligible employee contributions to a maximum of ~~\$4,000 in 2011/2012 and \$5,000 in 2012/2013.~~ \$5,000 in 2013/2014 and 2014/2015.

Section 3. Authorization Agreement. A salary reduction authorization agreement must be completed by the eligible employee by October 1 of the current year for the employee to participate in the 403B/457 matching contribution plan.

Section 4. Unpaid Leaves. Employees on unpaid leaves may not participate in the matching program while on leave.

## ARTICLE III. SALARY

Section 1. Basic Salary. The administrator shall faithfully perform the services of Secondary Education Principal as prescribed by the School Board or its designated representative, abide by the rules and regulations as established by the School Board, and agrees to serve in the schools of said District as assigned by the School District. In consideration thereof, the School Board agrees to pay said administrator the following annual salary in such installments as may be determined by appropriate School District regulations:

2013-2014	\$108,300 (an adjustment will be made when health insurance contribution beginning January 1, 2014 is known)
<del>2014-2015</del>	<del>To be determined before December 30, 2013</del>
2014-2015	<u>\$115,716 (includes adjustment for reduction of health insurance contribution)</u>

Section 2. Daily Rate of Pay. Base Work Year: When it is necessary to compute a per day salary, the employee's base salary will be divided by 222.

### Section 3 – Longevity:

The employee shall receive a longevity stipend beyond the salary as follows:

Beginning in the 5<sup>th</sup> year of employment through year 7 (5, 6, 7) = \$1,000  
Beginning in the 8<sup>th</sup> year of employment through year 10 (8, 9, 10) = \$1500  
Beginning in the 11<sup>th</sup> year of employment through year 13 (11, 12, 13) = \$2000  
Beginning in the 14<sup>th</sup> year of employment through year 16 (14, 15, 16) = \$2500  
After 16 years (17 and beyond) \$3000

The first year of employment shall be defined as any days of employment prior to the last student day of the regular school calendar in the first employment agreement. The next regular school calendar becomes the second year of employment with each successive school year adding to the years of employment.

Section 4. The employee will receive an annual stipend of \$2,500 for a PhD, EdD, or JD degree. The stipend will be prorated from the date awarded if earned during the contract year. An official transcript must be received for the personnel file before the pay will be adjusted.

## ARTICLE IV. INSURANCE BENEFITS

### Section 1. Medical/Health Insurance/Employees:

~~Subd. 1. Eligible full-time employees shall receive full single or family medical/health insurance benefits, as applicable, with the cost of the premium paid by the School District, for those employees who qualify for and are enrolled in the School District's medical health insurance plan. Eligible full-time employees who were hired on or after July 1, 2004, shall receive the same insurance benefit except that the District will pay only the cost of the lowest~~

priced plan for either single or family coverage, excluding HSA. Employees who elect to take a more expensive plan shall be responsible for paying the difference between the lowest priced plan and the plan selected.

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~~Subd. 2.~~ Eligible employees shall have the option of enrolling in a high deductible coverage option of the school district's health and hospitalization plan. The high deductible coverage shall be a qualified high deductible health plan within the meaning of Section 223 of the Internal Revenue Code of 1986, as amended from time to time. The monthly contribution by the school district toward the cost of the premium of the high deductible coverage shall be determined in accordance with Subd. 1.

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~~Subd. 3.~~ Each eligible employee enrolled in the high deductible coverage shall be eligible for a contribution to a health savings account ("HSA") of such employee in accordance with the Intermediate School District No. 917 Flex Choice Plan (the "Flex Choice Plan"). The school district shall contribute an amount equal to one-half of the applicable deductible to the HSA of each eligible employee employed by the school district who qualifies for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan. Such contributions shall be made monthly on a pro rata basis. The school district shall also pay 100% of the HSA administrative fees while the employee is employed by the school district. Such employees shall also be eligible, through the Flex Choice Plan, to make pre-tax contributions to the HSA via salary reduction. The school district shall select the vendor of the HSA to which such contributions shall be made. Once deposited in an employee's HSA, such contributions, whether made by the school district or via salary reduction, shall not be subject to restriction by the school district and the employee may access and/or transfer such funds to a different HSA to the fullest extent permitted by law. Such employees also shall be eligible to participate in a Limited Scope Health Care Reimbursement Plan through the Flex Choice Plan, which shall allow reimbursement of medical expenses to the fullest extent permitted by law for an individual receiving contributions to an HSA.

~~Subd. 4.~~ If an eligible employee who qualifies for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan changes the type of coverage during a calendar year (e.g., from individual coverage under the high deductible coverage option to family coverage under the high deductible coverage option; from family coverage under the high deductible coverage option to individual coverage under the high deductible coverage option; from family or individual coverage under the high deductible coverage option to no coverage under the high deductible coverage option), the school district's contribution to the employee's HSA shall change accordingly. The change in the amount of HSA contributions shall be effective coincident with the change in the type of coverage under the high deductible coverage option.

#### Section 1. Health and Hospitalization Insurance:

Subd. 1. Eligible full-time employees shall receive full single or family medical/health insurance benefits, as applicable, with the cost of the premium paid by the School District, excluding the HSA Plan, for those employees who qualify and are enrolled in the School District's medical

health insurance plan. Beginning January 1, 2015, the School District shall contribute \$535 monthly toward a single premium or \$1300 monthly toward the family premium. Employees working more than 75% time shall receive the full district contribution. Employees working 74% time or less shall receive the district contribution on a prorated basis.

Subd. 2. Eligible employees shall have the option of enrolling in a high deductible coverage option of the school district's health and hospitalization plan. The high deductible coverage shall be a qualified high deductible health plan within the meaning of Section 223 of the Internal Revenue Code of 1986, as amended from time to time. The monthly contribution by the school district toward the cost of the premium of the high deductible coverage shall be determined in accordance with Subd. 1.

Subd. 3. Each eligible employee enrolled in the high deductible coverage shall be eligible for a contribution to a health savings account ("HSA") of such employee in accordance with the Intermediate School District 917 Flex Choice Plan (the "Flex Choice Plan"). The school district shall contribute an amount equal to one-half of the applicable deductible to the HSA of each eligible employee employed by the school district who qualified for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan. Such contributions shall be made monthly on a pro rata basis. The school district shall also pay 100% of the HSA administrative fees while the employee is employed by the school district. Such employees shall also be eligible, through the Flex Choice Plan, to make pre-tax contributions to the HSA via salary reduction. The school district shall select the vendor of the HSA to which contributions shall be made. Once deposited in an employee's HSA, such contributions, whether made by the school district or via salary reduction, shall not be subject to restriction by the school district and the employee may access and/or transfer such funds to a different HSA to the fullest extent permitted by law. Such employees also shall be eligible to participate in a Limited Scope Health Care Reimbursement Plan through the Flex Choice Plan, which shall allow reimbursement of medical expenses to the fullest extent permitted by law for an individual receiving contributions to an HSA.

Subd. 4. If an eligible employee who qualifies for and is enrolled in coverage under the high deductible coverage option of the school district's health and hospitalization plan changes the type of coverage during a calendar year (e.g., from individual coverage under the high deductible coverage option to family coverage under the high deductible coverage; from family coverage under the high deductible coverage to individual coverage under the high deductible coverage; from family or individual coverage under the high deductible coverage option to no coverage under the high deductible coverage option), the school district's contribution to the employee's HSA shall change accordingly. The change in the amount of

HSA contributions shall be effective coincident with the change in the type of coverage under the high deductible coverage option.

## Section 2. Retirees' Insurance

Subd. 1. Employees who retire who have at least 10 years of continuous full-time service and who are age 55 years or older will continue to receive the same district contribution (single or family) toward medical and dental insurance benefits as stated in the then current agreement, for 10 years from the date of retirement or upon becoming eligible for Medicare, whichever occurs sooner.

~~Subd. 2. In the event that a retiree becomes eligible for Medicare prior to the expiration of the ten-year period specified in Section 2, Subd. 1 of this Article, the district shall pay the full cost of a single Medicare supplemental policy for the retiree until the expiration of the ten-year period.~~

Section 3: Group Income Protection The School District will pay each month the cost of the premium for income protection insurance for each full-time employee, qualified for and enrolled in such School District plan. The income protection shall include the following:

1. Benefits begin after 90 days of total disability.
2. The monthly income benefit shall be 66 2/3 percent of basic monthly earnings (exclusive of any additional compensation from this district or another source).

## Section 4: Life Insurance

Subd. 1: The School District will pay each month the cost of the life insurance premium for a \$350,000 term life insurance policy for each full-time employee, qualified for and enrolled in such School District plan. The value of this benefit will be included in the employee's taxable income as required by the Internal Revenue Code Section 79.

Subd. 2: The employee may also purchase at the employee's own expense up to an additional \$150,000 of term life insurance, subject to the terms and costs furnished by the district's insurance carrier.

Subd. 3: Upon retirement, employees may continue to participate in the District's policy and may purchase term insurance at their own expense, subject to the terms of the contractual agreement between the District and the insurance carrier.

Subd. 4: Amounts of life insurance as provided in this section shall be progressively reduced in accordance with the following schedule:

- a) 10 years following date of retirement, original amount reduces by 50%.
- b) 11 to 15 years following date of retirement, original amount reduces by 60%.
- c) 16 to 20 years following date of retirement, original amount reduces by 80%.

Section 5: Dental Insurance. The 2013-2014 and 2014-2015 contract shall not include dental insurance.

Section 6: Claims Against the School District Any description of insurance benefits contained in this Article is intended to be informational only and the eligibility of any employee for benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this Article. It is further understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

## **ARTICLE V. OTHER BENEFITS**

Section 1: Professional Growth The Board agrees to reimburse tuition fees for preapproved courses and professional dues. These courses and professional dues are subject to the Superintendent's approval, whose decision shall be final.

Section 2: Mileage Employees required to use their personal vehicle in the performance of their supervisory duties shall be reimbursed for such travel pursuant to School District policy.

### Section 3: Defense and Indemnification

Subd. 1. The School District agrees, subject to the provisions of this section, as a condition of this employment contract, that it shall defend, hold harmless, and indemnify the Secondary Education Principal from any and all demands, claims, suits, actions, and legal proceedings brought against the Secondary Education Principal in his/her individual capacity, or in his/her official capacity as agent and employee of the School District, provided the incident arose while the Secondary Education Principal was acting within the scope of his/her employment and acting in good faith.

Subd. 2. Subject to the limitations provided in Subd. 1 hereof, the School Board shall provide legal counsel and pay the fees for services rendered and costs advanced by such counsel in defense of the Secondary Education Principal and shall pay all expenses to the ultimate conclusion of such action, and shall pay any judgment which may be rendered against the Secondary Education Principal. In the event that a conflict exists as regards the defense to any claim between the legal position of the Secondary Education Principal and the legal position of the School District, the School District agrees to engage separate counsel for the Secondary Education Principal and the School District agrees to pay the fees for services rendered and costs advanced by such counsel. The School District further agrees that the choice of such separate counsel shall be made by the Secondary Education Principal and subject only to final approval by the School Board.

## **VI. SEVERANCE/RETIREMENT**



Section 1. Eligibility Full-time employees who have completed at least fifteen (15) years of continuous employment with the school District shall be eligible for severance pay pursuant to the provisions of this Article upon submission of a written resignation accepted by the School Board. Years of employment are defined in Article III, Section 3. Severance pay shall not be granted to any employee who is discharged for cause by the School District. This Article shall apply only to employees who retire from Intermediate School District 917 after the execution of this contract and shall not be retroactive to any employee who retired prior to said execution date.

Section 2. Amount of Severance Eligible employees, upon retirement, shall receive as severance pay unused sick leave days, not to exceed ~~seventh five~~ seventy-five (75) days.

Section 3. Method of Pay-out:

- A. Subject to the limitations listed below, the school district will contribute an amount equal to the value of the employee's severance pay directly into the School Board approved 403b/457 vendor account. The retiree will not receive any direct payment from the school district for the severance pay.
- B. The school district's annual contribution into the School Board approved 403b/457 vendor account must not exceed the IRS contribution limit. If the amount calculated in A exceeds the available limits in the year of separation, the excess amount will be paid out in cash and not be tax sheltered.
- C. The school district contribution(s) (into the approved 403b/457 vendor account) will be made according to the same timeline as was provided for the direct payment of the severance pay.
- D. The school district will make the severance pay contributions to the School Board approved 403b/457 vendor. For purposes of calculating the maximum deferral limit, the school district will provide the retiree or approved vendor with contribution information for the previous twelve (12) months of employment. The vendor agrees to calculate the maximum deferral limit.

## **VII. ABOLITION OF POSITION**

Section 1. Effect. This Article shall be effective only if this position is eliminated by the School District for its own reason or as a result of modification of state law abolishing the School District or substantially altering its form or funding which dictates the abolishment of this position.

Section 2. Conditions. In the event that this position is abolished as provided in Section 1 hereof, an employee under these terms and conditions shall be eligible for severance pay as provided in Article VI, notwithstanding age or years of service requirements. In addition, in the event this position is abolished as provided in Section 1 hereof, the employee shall be eligible for one year of the retiree insurance benefit provided for in Article IV, Section 2, notwithstanding age or years of service requirements, except such benefits shall not be available if the employee has substantially equivalent coverage paid for by another employer. Nothing in this Article, however, shall alter the benefits existing in Article IV, Insurance Benefits, or Article VI, Severance/Retirement, for those employees who otherwise meet the age and service requirements as set forth in said articles. This agreement shall be effective only upon

signature by the officers of the School Board after authorization for such signatures has been taken by the School Board in appropriate action, recorded in its minutes.

Date of School Board Action  
authorizing execution

April 7, 2014

IN WITNESS WHEREOF, I have  
subscribed my signature this  
\_\_\_\_\_ day of \_\_\_\_\_

IN WITNESS WHEREOF, we have  
subscribed our signatures this  
\_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Secondary Education Principal

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Clerk

TO: School Board  
FROM: John Christiansen  
DATE: April 3, 2014  
RE: Secondary Program Modifications for 2014/2015

The ALC program enrollment and career and technical program enrollment have not returned to the levels experienced in 2010/11 and 2011/12. The ALC program receives revenue based on the state ADM formula only. The CT programs are based on a tuition rate paid by our member districts. Our current revenue projections are not sufficient to support our current structure and modifications are necessary.

The recommended modifications have been developed with data from the business office, input from the secondary staff, and consultation between myself and Principal VanBrocklin. The following are the recommended secondary program modifications:

1. Suspend the Nano Science class for 2014/15 due to low enrollment. (current commitment is 4 students)
2. Reduction of physical science FTE for ALC of .6
3. Reduction of physical education FTE for ALC of .5
4. Reduction of Dean FTE for ALC and CT of 1.0
5. Reduction of supply budgets for ALC and CT of 10%
6. Reduce number of online learning seats from external vendor for ALC

These program modifications are estimated to result in cost savings of approximately \$170,000.

JC:ljb

RESOLUTION RELATING TO THE TERMINATION AND NONRENEWAL OF THE TEACHING CONTRACTS OF ROBERT KEECH (.8), STEFANIE SCHMITZ (.5), KERRI WICHERN, MEGAN PURFEERST, DANIELLE WOLF, AND JILL LARSON

WHEREAS Robert Keech (.8), Stefanie Schmitz (.5), Kerri Wichern, Megan Purfeerst, Danielle Wolf, and Jill Larson are probationary teachers in Intermediate School District 917.

BE IT RESOLVED by the School Board of Intermediate School District No. 917, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contracts of Robert Keech (.8), Stefanie Schmitz (.5), Kerri Wichern, Megan Purfeerst, Danielle Wolf, and Jill Larson, probationary teachers in Intermediate School District No. 917, are hereby terminated at the close of the current 2013-2014 school year.

BE IT FURTHER RESOLVED that written notices be sent to said teachers and licensed school nurse regarding termination and nonrenewal of contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION  
AND NONRENEWAL

NAME  
STREET  
CITY, STATE ZIP

Dear NAME:

You are hereby notified that at a regular meeting of the School Board of Intermediate School District No. 917 held on April 7, 2014, a resolution was adopted by a majority roll call vote of the Board to terminate your contract effective at the end of the current school year and not to renew your contract for the 2013-2014 school year. Said action of the Board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the School Board give its reasons for the nonrenewal of your teaching contract. However, such request must be received within ten days after the receipt of this notice.

Yours very truly,

SCHOOL BOARD OF  
INTERMEDIATE SCHOOL DISTRICT NO. 917

\_\_\_\_\_  
Clerk of the School Board

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof: \_\_\_\_\_ and the following voted against the same: none.

Whereupon said resolution was declared duly passed and adopted.

RESOLUTION PROPOSING TO PLACE JAMES EBERHARDT ON  
UNREQUESTED LEAVE OF ABSENCE

BE IT RESOLVED by the School Board of Intermediate School District No. 917 as follows:

1. That it is proposed that James Eberhardt teacher of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2013-2014 school year on June 30, 2014, pursuant to M.S. 122A.40, Subdivision 11 and in Article XI of the collective bargaining agreement between the parties.
2. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

NOTICE OF PROPOSED PLACEMENT ON UNREQUESTED LEAVE OF  
ABSENCE AND NOTICE OF HEARING DATE, IF REQUESTED.

NAME  
STREET  
CITY, STATE ZIP

Dear NAME:

You are hereby notified that at a regular meeting of the School Board of Intermediate School District No. 917 held on April 7, 2014, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Intermediate School District No. 917, and a resolution was adopted by a majority vote of the Board, proposing your placement on unrequested leave of absence effective at the end of the 2013-2014 school year on June 30, 2014, pursuant to Minnesota Statutes 122A.40, Subdivision 11, upon the grounds described in said statute and in Article XI of the collective bargaining agreement between the parties, which are specifically as follows:

Low enrollment and budget reductions

Under the provisions of the law, you are entitled to a hearing before the School Board provided that you make a request in writing within 14 days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the School Board's proposed action.

If you desire a hearing, it will be scheduled within the next few weeks at a mutual time in the School Board Room. Please advise if such hearing is requested.

Yours very truly,

SCHOOL BOARD OF  
INTERMEDIATE SCHOOL DISTRICT NO. 917

Clerk of the School Board

3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 11, and in Article XI of the collective bargaining agreement between the parties, and are hereby adopted as fully as though separately set forth and resolved herein.

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

\_\_\_\_\_

and the following voted against the same: none.

Whereupon said resolution was declared duly passed and adopted.

TO: School Board Members  
FROM: John Christiansen  
DATE: April 3, 2014  
RE: 2014-2015 Calendar Proposal

The district calendar committee met on March 19, 2014, to review the member district's 2014-2015 calendars. The base factors we consider in developing our recommendations to the Board are:

1. Matching members starting and ending dates;
2. Matching members winter break, spring break, and student days around the Easter weekend;
3. Matching members student days around the Education Minnesota Conference in October;
4. Matching the calendar of our lunch contractor (196) (191)
5. Number of student days (173 to 175) and teacher days (185 and 187 for new staff).

When considering our best calendar matches for the past few years, the spring break dates have had a wide range of dates. When this occurs, we have three weeks of inconsistent attendance which impacts classroom continuity and student progress. Next year six districts have the same (or almost the same) spring break. This is good news but unfortunately our lunch contracts for our center based sites are with districts who have a different week for their break. The committee consensus was to recommend the best matches for the major breaks and we will make alternative arrangements for our lunches during the spring break.

I recommend approval of the proposed calendar.

JC:ljb

# Intermediate School District 917 2014-2015 Calendar

(Cedar School, Riverside, AEC, TESA, PD WORKS, Options, Anthony Louis Center, DCALS/DCALS North, TEA)

July 2014				
Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

Teacher Days 0  
Student Days 0

August 2014				
Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Teacher Days 4.5  
Student Days 0

September 2014				
Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

Teacher Days 21  
Student Days 21

October 2014				
Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

Teacher Days 21  
Student Days 21

November 2014				
Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

Teacher Days 18  
Student Days 17

December 2014				
Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

Teacher Days 17  
Student Days 17

January 2015				
Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Teacher Days 20  
Student Days 19

February 2015				
Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

Teacher Days 18.5  
Student Days 17

March 2015				
Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

Teacher Days 20  
Student Days 19  
Sec SpEd 20

April 2015				
Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

Teacher Days 19  
Student Days 19  
Sec SpEd 18

May 2015				
Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Teacher Days 20  
Student Days 20

June 2015				
Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

Teacher Days 4.5  
Student Days 4

No school for staff or students

Staff In-service/Conferences-No school all students

DCALS/DCALS North staff in-service  
No school DCALS/DCALS North students only

First and Last Day of School

½ day teacher in-service day-No school all students

Special Ed conference day – no school special ed students  
DCALS/DCALS North school day

JSC in session only

185 Total Teacher Days\*  
174 Total Student Days



## Intermediate School District 917 2014-2015 Calendar

(Cedar School, Riverside, AEC, TESA, PD WORKS, Options, Anthony Louis Center, DCALS/DCALS North, TEA)

<b>August 25 -29</b>	Five In-Service Days (No school for students)	<b>February 12-13</b>	Teacher In-service Day – No school students
<b>September 1</b>	Labor Day (No school for staff/students)	<b>February 16</b>	President’s Day (No school staff/students)
<b>September 2</b>	First Student Day	<b>March 30-April 3</b>	Spring Break (No school for staff/students)
<b>October 16-17</b>	Education Minnesota Conference (No school for staff/students)	<b>March 27</b>	DCALS/DCALS North staff in-service No school DCALS/DCALS North students only
<b>November 3</b>	Teacher In-service Day/Conferences - No school students	<b>April 10</b>	Special Ed conferences - No School for special ed students
<b>November 27-28</b>	Thanksgiving (No school for staff/students)	<b>May 25</b>	Memorial Day (No school for staff/students)
<b>December 24–Jan 2</b>	Winter Break (No school for staff/students)	<b>June 4</b>	Last Student Day
<b>January 19</b>	Teacher In-service Day – No school students	<b>June 5</b>	Last Day teacher in-service day

1. Staff assigned to District 917 special ed programs housed in schools that have regular K-12 programs will follow the calendar of the host district.
2. An additional .5 staff day is counted for evening Open House/Parent Night (Sept or Oct depending on program and site).
3. 2 night sessions = 1 teacher day (Special Ed has evening conferences in November and April, DCALS/DCALS North have student of distinction, graduation or other night events).
4. Itinerant staff work calendars will be confirmed by the Director of Special Education.
5. Juvenile Services Center only: July 7 - August 7, 2014 (24 days staff and students).
6. Juvenile Services Center only: June 5 - 15, 2015
7. Juvenile Services Center only: July 6 - August 6, 2015
8. Special ed Extended School Year will be Monday –Thursday, July 8 – 31, 2014 (Staff prep day July 7, 2014)
9. \*Note: First year teachers work 187 duty days which includes August 21 and 22, 2014. Second year teachers work 186 duty days which includes August 22, 2014.

	Students	Teachers	Quarters for DCALS and DCALS North		
Aug.	0	4.5	First	September 2 – October 31	42 days
Sept.	21	21	Second	November 4 – January 16	44 days
Oct.	21	21	Third	January 20 – March 26	45 days
Nov.	17	18	Fourth	April 6 – June 4	43 days
Dec.	17	17	Semesters for Special Ed sites that follow the 917 calendar		
Jan.	19	20	First	September 2 – January 16	86 days
Feb.	17	18.5	Second	January 20 – June 4	88 days
Mar.	19/20	20			
Apr.	19/18	19			
May	20	20			
June	4	4.5			
Nights		1.5			
<b>Totals</b>	<b>174</b>	<b>185</b>			

DAKOTA COUNTY DISTRICTS 2014 - 2015 SCHOOL YEAR CALENDAR DATES									
District	First Student School Day	Last Student School Day	Last Staff Day	Staff development/ Conferences/ Teachers Convention	Spring Break	Winter Break	Student Days	Teacher Days	
6 (grades K-5)	September 2, 2014	Wednesday, May 27, 2015	May 29, 2015	Oct 13-17	March 30- Apr 3	Dec 22-Jan 2	170	185	
6 (grades 6-12)	September 2, 2014	Wednesday, May 27, 2015	May 29, 2015	Oct 16-17	March 30- Apr 3	Dec 22-Jan 2	172	185	
191 (grades 1-10)	September 2, 2014	Thursday, June 04, 2015	June 5, 2015	Oct 13-17	March 23-27	Dec 24-Jan 2	170	184	
191 (grades 11-12)	September 3, 2014	Thursday, June 04, 2015	June 5, 2015	Oct 13-17	March 23-27	Dec 24-Jan 2	170	184	
192 (grades K-5)	September 2, 2014	Tuesday, June 02, 2015	June 3, 2015	Oct 16-17	March 30- Apr 3	Dec 24-Jan 2	172		
192 (grades 6-12)	September 2, 2014	Thursday, June 04, 2015	June 5, 2015	Oct 16-17	March 30- Apr 3	Dec 24-Jan 2	174		
194 (grades K-5)	September 2, 2014	Tuesday, June 02, 2015	June 3, 2015	Oct 16-17	March 30- Apr 3	Dec 24-Jan 2	171	186	
194 (grades 6-12)	September 2, 2014	Thursday, June 04, 2015	June 5, 2015	Oct 16-17	March 30- Apr 3	Dec 24-Jan 2	173	186	
195	September 2, 2014	Friday, June 05, 2015	June 9, 2015	Oct 17-18	April 2-6	Dec 22-Jan 2	175		
196 (grades K-5)	September 2, 2014	Friday, June 05, 2015		Oct 16-17	March 23-27	Dec 22-Jan 2			
196 (grades 6-12)	September 2, 2014	Wednesday, June 10, 2015		Oct 16-17	March 23-27	Dec 22-Jan 2			
197	September 2, 2014	Tuesday, June 09, 2015	June 10, 2015	Oct 15-17	March 28-Apr 6	Dec 22-Jan 2	170	185	
199	September 2, 2014	Thursday, June 04, 2015	June 5, 2015	Oct 15-17	March 30- Apr 3	Dec 24-Jan 2	174	185	
200 (grades 1-5, 9)	September 2, 2014	Thursday, June 04, 2015	June 5, 2015	Oct 15-17	March 16-20	Dec 24-Jan 2	172		
200 (grd 6-8, 10-12)	September 3, 2014	Thursday, June 04, 2015	June 5, 2015	Oct 15-17	March 16-20	Dec 24-Jan 2	172		
917 programs start	September 2, 2014								
271	September 2, 2014	Tuesday, June 09, 2015	June 10, 2015	Oct 15-17	March 30- Apr 3	Dec 22-Jan 2			
917	September 3, 2013	Friday, June 06, 2014	June 9, 2014	Oct 17-18	March 24-28	Dec 23-Jan 1	174	185	

2014-15 calendars not board approved yet