

Princeton Public Schools - ISD 477
Tuesday, May 14, 2013 at 6:30 PM
Regular School Board Meeting
District Office Board Room

OUR VISION
NO BOUNDARIES TO LEARNING

OUR MISSION
TO DEVELOP THE POTENTIAL IN EACH PERSON THROUGH ACADEMIC & EXTRA-CURRICULAR PROGRAMS

PROCEDURAL ITEMS

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Citizen Comments

PRINCIPAL COMMENDATION (Presenter Chair Ulm)

Middle School Principal Dan Voce received an award for Principal of the Year from Central Division MASSP. The board wishes to recognize Principal Voce with a commendation.

PRESENTATION OF STUDENT ARTWORK (Presenter Chair Ulm)

Early Childhood: Luella Hazlett, Brianna Pariseau, and Claire Troha

North: (3rd gr) Justin Yougberg (4th gr) Morgan Sivigny (5th gr) Mackenzie Kantor

South: (2nd gr) J.J. Runde and Winnie Sjoquist

Middle School: (7th Graders): Julia Anderson, Shelby Bassamore, Ashton Cunningham, and Alexander Kruschek

High School: (10th gr.) Lindsey York and (12th gr.) Cody Black

After the student introductions by Chair Ulm the board will take 10-15 minute recess for the parents, students and board members to meet, take photos, and view the students artwork.

At approximately 7:10 p.m. by Chair Ulm - The Regular School board Meeting will now close to discuss a personnel matter.

In Pursuant to Minnesota Statutes section 13D.05, subdivision 2(b),

I move to close the meeting for preliminary consideration of allegations against an employee of the District.

At approximately 8:10 p.m. Chair Ulm will reopen the Regular board session to continue regular Board business as follows:

REPORTS

1. Committee Reports
2. Student Council Report
3. Superintendent Report

APPROVE AGENDA

5

DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES

CONSENT AGENDA

The consent agenda consists of non-controversial items that the Board adopts routinely without debate. Any single member may remove an item from consent agenda by requesting removal at the time the consent agenda is moved for adoption. The full text of items approved by consent may be found at the conclusion of the agenda.

- | | |
|----------------------------|----|
| 1. Gifts | 11 |
| 2. Non Resident Agreements | 12 |
| 3. Personnel | 13 |

DISCUSSION

- | | |
|---|----|
| 1. Summer Program (Presenter Julia Espe)
<i>This is an information topic to be aware of student programming during the summer.</i> | 14 |
| 2. Safe Routes to School Grant Update (Presenter Michelle Czech)
<i>The Collaborative Grant between the District, City, and County has been approved for infrastructure.</i> | 15 |
| 3. Policy First Reading #498 Substitute Pay (Presenter Julia Espe)
<ul style="list-style-type: none"> • Use of AESOP • Increase pay to \$115/\$125 | 18 |

ACTION ITEMS

- | | |
|---|----|
| 1. 2013-2014 Bus Schedule (Presenter Michelle Czech)
The bus schedule for 2013-14 has been altered slightly. This has no impact upon the student contact time. | 20 |
|---|----|

Motion: I move to approve the proposed bus schedule for 2013-2014 school year.

- | | |
|--|----|
| 2. MN State High School League (Presenter Julia Espe)
This is a routine resolution to assure our district's membership. | 21 |
|--|----|

Motion: I move to approve the resolution assuring our membership to the Minnesota State High School League.

- | | |
|---|----|
| 3. Budget Adjustments (Presenter Michelle Czech)
This plan is proposed for budget adjustments made due to enrollment fluctuations and class size guidelines. | 24 |
|---|----|

Motion: *I move to accept the budget recommendations for the General Fund, Food Service Fund, and the Community Education Fund as structured.*

4. Capital Budget (Presenter Michelle Czech) 27
The Administration is forwarding their recommendations for the capital plan.

Motion: *I move to accept the capital plan as presented.*

5. Policies - Second Readings for Board Approval (Presenter Julia Espe)

- #299 School Board Member Compensation 27
Board Members are Paid \$50 per Official Board Committee Meeting.

I move to accept the policy as written.

- #706 Gifts Policy 28
Conditions for gifts fully described.

I move to accept the policy as written.

- #707 Transportation of Public School Students 30
Disability Language was updated

I move to accept the policy as written.

6. Personnel 38

MEETING DATES FOR SCHOOL BOARD and SCHOOL BOARD COMMITTEE MEETINGS 38

MEETINGS TO BE SET

1. Negotiations/Certified - Provide two available meeting dates/times in June.
(Meets once a month) *Craig, Jeremy, and Deb

2. Negotiations/Classified - Provide two available meeting dates/ times in June
(Meets once a month) *Howard, Chad, Eric)

_____	_____
_____	_____

ADDITIONS TO AGENDA

ADJOURN

PROCEDURAL ITEMS:

Call to order and Pledge of Allegiance

The regular meeting of the School Board of District #477 was called to order by Chair Deb Ulm on the 23rd day of April, 2013, at 7:00 p.m. in the District Office Board Room.

Roll Call: Members present: Eric Minks, Chuck Nagle,
Deb Ulm, Howard Vaillancourt, Jeremy Miller,
Craig Johnson, Chad Young

Others present: Superintendent Julia Espe,
Director of Business Services Michelle Czech
Student Council Representative Casey Mordal

Members Absent: None

Citizen Comments Shelly Rudlong and Amy Anderson for Special Olympics
are looking for district support.

The Regular Board Meeting on May 14, 2013 with start at 6:30 p.m.

REPORTS

Committee Reports

Howard Vaillancourt: Attended the Core Meeting at South Elementary, and was
an Official at the State Speech Tournament.

Chuck Nagle: Attended the MSBA Phase III training, and the Policy
Committee meeting.

Deb Ulm: Met with Julia to go over the agenda for the school board
meeting, the Policy Committee meeting, and the Meet &
Confer Committee meeting.

Jeremy Miller: Attended the Meet & Confer Committee meeting.

Chad Young: Attended the Policy Committee meeting.

Craig Johnson: Attended the Meet & Confer Committee meeting.

Student Council Report

It is RAVE week at the High School and each day has a
different theme.

Superintendent Report

Three of our schools are being recognized by the Minnesota Department of Education (MDE) as a *Sustaining Exemplar PBIS School* in the state of Minnesota. In Minnesota 421 schools are implementing Positive Behavior Interventions and Supports (PBIS) which creates a safer and more positive school climate, as well as allowing for significant more time on task for all students. In turn, this gives students a better opportunity at better academic success. MDE invited 33 PBIS schools to apply for state recognition of their efforts. 16 schools were recognized for their achievement. This is another reason to be proud of Princeton Schools!

APPROVAL OF AGENDA

Motion by Howard Vaillancourt, and seconded by Jeremy Miller to approve the agenda. Motion carried unanimously.

DISCUSS AND APPROVE PREVIOUS MEETING MINUTES: Motion by Chad Young, and seconded by Craig Johnson to approve the April 9, 2013 Regular School Board meeting minutes. By roll call the following were in favor of: Howard Vaillancourt, Craig Johnson, Chad Young, Deb Ulm, Eric Minks, Jeremy Miller, and the following were against the motion to approve the April 9, 2013 Regular School Board meeting minutes: Chuck Nagle. The motion passed 6-1.

Discussion Items

Board Member Priorities

Superintendent Espe shared the board member priorities were all aligned with all members number one and two priorities being Student Achievement and Programming, and for collaboration across the district, school board, and community members. These are the first steps in strategic planning.

CONSENT AGENDA Motion by Craig Johnson, and seconded by Chad Young, to approve the consent agenda items: Gifts, Fundraisers, Personnel, Non Resident Student Attendance Agreements, Field Trips, Bills, Wire Transfers, and the Districts Cash Flow Report. By roll call the following voted in favor of: Craig Johnson, Chad Young, Deb Ulm, Chuck Nagle, Eric Minks, Jeremy Miller, and Howard Vaillancourt. Motion passed unanimously.

ACTION ITEMS

Rum River Special Education Cooperative Lease

Our Special Education students attend programming in this co-op and the governing board has voted to lease space in Cambridge for a new program: Secondary level 4 program. Because we are part of the co-op, we will have to pay for a portion of the lease. We are currently paying a standard lease per student.

Motion by Craig Johnson, and seconded by Howard Vaillancourt, to approve the Rum River Special Education Cooperative Lease Levy for the purpose of a level 4 program implementation. By roll call the following voted in favor of: Craig Johnson, Jeremy Miller, Eric Minks, Chuck Nagle, Deb Ulm, Howard Vaillancourt, and Chad Young. Motion passed unanimously.

Springsted Survey Company

Superintendent Espe recommended the board to approve the Springsted Survey Company to be hired to conduct the survey. After discussing the cost, the results to be achieved, and the possibility of looking at one other Survey Company a motion was given.

Motion by Eric Minks, and seconded by Chad Young, to hire Springsted Services for the services. Motion passed unanimously.

COMMITTEE MEETING DATES

- Security Meeting – May 8, 2013 at 7:00 a.m. Location: District Office Board Room
- Activities Meeting – May 20, 2013 at 8:00 a.m. Location: K-Bob Cafe
- Board members are invited to attend the two Teacher In-Service days: May 7, 2013, from 3:30-5:30p.m. Location TBD, or on May 8, 2013 from 5:30-7:00 p.m. location TBD. Topic: Communication & Technology Acceptable Use
- A reminder to the board that the School Board Scholar Banquet is Wednesday, May 8, 2013, 7:00p.m. at the PHS Commons

Calendars 2013-14 and 2014-15

Motion by Howard Vaillancourt, seconded by Craig Johnson to approve the calendars for school years 2013-14 and 2014-15. Motion passed unanimously.

ADDITIONS TO THE AGENDA

The Regular Board meeting was **adjourned** at 8:00 p.m. to enter into the Board of Education Workshop meeting.

Deb Ulm, Chair

Chad Young, Clerk

Recorder: Bridget Sorensen

The regular meeting of the School Board of District #477 was called to order by Chair Deb Ulm on the 23rd day of April, 2013, at 7:00 p.m. in the District Office Board Room.

Members present: Eric Minks, Chuck Nagle, Deb Ulm, Howard Vaillancourt, Jeremy Miller, Craig Johnson, Chad Young

Others present: Superintendent Julia Espe, Director of Business Services Michelle Czech, and Student Council Representative Casey Mordal

Members Absent: None

Citizen Comments - Shelly Rudlong and Amy Anderson for Special Olympics are looking for district support.

Items to note: The Regular Board Meeting on May 14, 2013 with start at 6:30 p.m.

REPORTS: Committee Reports, Superintendent Report, and Student Council Report

APPROVAL OF AGENDA

Motion by Howard Vaillancourt, and seconded by Jeremy Miller to approve the agenda. Motion carried unanimously.

DISCUSS AND APPROVE PREVIOUS MEETING MINUTES: Motion by Chad Young, and seconded by Craig Johnson to approve the April 9, 2013 Regular School Board meeting minutes. By roll call the following were in favor of: Howard Vaillancourt, Craig Johnson, Chad Young, Deb Ulm, Eric Minks, Jeremy Miller, and the following voted against said motion: Chuck Nagle. The motion passed 6-1.

Discussion Items: Board Member Priorities

CONSENT AGENDA Motion by Craig Johnson, and seconded by Chad Young, to approve the consent agenda items: Gifts, Fundraisers, Personnel, Non Resident Student Attendance Agreements, Field Trips, Bills, Wire Transfers, and the Districts Cash Flow Report. By roll call the following voted in favor of: Craig Johnson, Chad Young, Deb Ulm, Chuck Nagle, Eric Minks, Jeremy Miller, and Howard Vaillancourt. Motion passed unanimously.

ACTION ITEMS

Rum River Special Education Cooperative Lease

Motion by Craig Johnson, and seconded by Howard Vaillancourt, to approve the Rum River Special Education Cooperative Lease Levy for the purpose of a level 4 program implementation. By roll call the following voted in favor of: Craig Johnson, Jeremy Miller, Eric Minks, Chuck Nagle, Deb Ulm, Howard Vaillancourt, and Chad Young. Motion passed unanimously.

Springsted Survey Company

Motion by Eric Minks, and seconded by Chad Young, to hire Springsted Services for the services. Motion passed unanimously.

COMMITTEE MEETING DATES: Security, and Activities

Calendars 2013-14 and 2014-15

Motion by Howard Vaillancourt, seconded by Craig Johnson to approve the calendars for school years 2013-14 and 2014-15. Motion passed unanimously.

ADDITIONS TO THE AGENDA - None

The Regular Board meeting was **adjourned** at 8:00 p.m. to enter into the Board of Education Workshop meeting. The full minutes of the meeting are located in the Superintendent Office at the District Office Building, 706 1st St, Princeton, or on the District Website at www.princeton.k12.mn.us

Deb Ulm, Chair

Chad Young, Clerk

A workshop of the School Board of District #477 was held on the 23rd day of April, 2013, at - 8:07 p.m. in the District Office Board Room.

Roll Call: Members present: Eric Minks, Chuck Nagle, Howard Vaillancourt, and Deb Ulm, Craig Johnson, Jeremy Miller, and Chad Young

Members Absent: None

Others Present: Superintendent Julia Espe, Michelle Czech Director of Business Services, District Administration Team, and Vaughn Dierks from Wold Architect

Discussion Items: Vaughn Dierks provided the board with a presentation of the District's options for beginning a building project. Vaughn recommends that the district create a Blue Ribbon Task Force which consists of individuals such as: a Mechanical Engineer, a Home Builder, a Construction Manager, a Teacher, and various other citizens in the district who hold knowledge for the project. Vaughn also recommended that committees are constructed for: Communications, Finance, Education/Curriculum, Athletics/Activities, and Technology. Wold will assist in the creating of the committees needed.

Vaughn explained that data analysis is vital in moving this project in the right direction as are the following items:

- Use best sources to get the word out to the public.
- Credibility with the public is important.
- It is crucial to have a unified Board.
- Location needs to be agreed upon.
- Determine if South Elementary is fixable or not.
- Safety and Security is a large factor.

The meeting was **adjourned** at 9:00 p..m.

Deb Ulm, Chair

Chad Young, Clerk

Recorder: Bridget Sorensen

A workshop of the School Board of District #477 was held on the 23rd day of April, 2013, at - 8:07 p.m. in the District Office Board Room.

Members present: Eric Minks, Chuck Nagle, Howard Vaillancourt, Deb Ulm, Craig Johnson, Jeremy Miller, and Chad Young

Members Absent: None

Others Present: Superintendent Julia Espe, Michelle Czech Director of Business Services, District Administration Team, and Vaughn Dierks from Wold Architect

Discussion Items: Presentation of the District's options for beginning a building project.

The full minutes of the meeting can be found on the districts web site www.princeton.k12.mn.us or in the Superintendent Office at the District Office Building.

The meeting was **adjourned** at 9:00 p..m.

Deb Ulm, Chair

Chad Young, Clerk

Recorder: Bridget Sorensen

Gifts to Princeton Schools
(May 14, 2013)

Item #	School/Program	Amount/Other	Donor	Purpose
1	Middle School	\$20.00	Daniel Bever	Provide educational opportunities for students with financial barriers.
2	Middle School	Matching Wells Fargo Gift from employee	Wells Fargo/Brittan Stearns	Provide educational opportunities for students with financial barriers.
3	Princeton Youth Softball/Baseball Association (BYSBA)	95 Jerseys	PYSBA	for 7th & 8th grade Softball Program.
4	North Elementary	Storage Shed	Princeton Youth Soccer Association	To provide shelter for field striping materials, machines, and equipment.
5	Staff Development for Health Aides	\$100.00	Princeton Lions Club	Diabetes training for health aides and health substitutes.

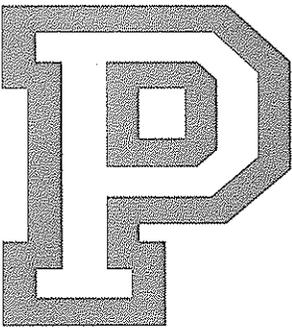
Non Resident students and Resident Students Open Enrolled In or Out as of May 14, 2013

OE In/Out	Effective	Resident Dist.	Serving Dist.	Grade	Reason
IN	4/29/13	Foley	Princeton	2	Parents work in Princeton
Out	4/15/13	Princeton	Cambridge-Isanti	4	Location more convenient for parent
Out	4/29/2013	Princeton	Cambridge-Isanti	1	Moved into Princeton boundaries but would like to stay with current school in 911 District
12					

	A	B	C	D	E	F	G
1			May 14, 2013				
2	Name	Status	Job Title	Group	Replacing	Effective Date	Wage
3	Auel, John	Resignation	Head Cross Country Coach	PEA	N/A	End of 2012-13 season	N/A
4	Baird, Brenda	Assignment Change from 5th Grade to Tech	Teacher - NE	PEA	Aaron Johnson	2013-14 school year (8/28/13)	N/A
5	Bergstrom, Courtney	Temporary Assignment Change from Softball	MS Track Coach	PEA	N/A	2013 Season only	\$1330 (H, step 1)
6	Bjurman, Eric	Resignation	Head Boys Basketball Coach	PEA	N/A	End of 2012-13 season	N/A
7	Burczyk, Beverly	New Hire - remainder of 2012-13	Sped Paraprofessional - NE	ESA	N/A	4/16/13 - 6/6/13	\$12.90/hour - class III, step 1-3
8	Deziel, Jennifer	Rescind LOA for 2013-14 School Year	Teacher - SE	PEA	N/A	2013-14 school year (8/28/13)	N/A
9	Furman, Julie	New Hire	Sped Paraprofessional - NE	ESA	Jessica West	4/22/2013	\$12.90/hour - class III, step 1-3
10	Green, Sharon	Resignation	Aquatics Coordinator	CE	N/A	6/21/2013 (end of session I)	N/A
11	Hanenburg, Roy	Extended Probationary Teacher Assignment for	Teacher - HS	PEA	N/A	2013-14 school year (8/28/13)	N/A
12	Kollar, Trummond	Temporary Assignment Change from Assistant	Maintenance Engineer	CUS	Shane Duncan	10 weeks (5/13/13 - 7/22/13)	\$18.29/hour (C42, step 2)
13	Lutgen, Jody	New Hire	Sped Paraprofessional - HS	ESA	Mary Klug	4/25/13 - 6/6/13	\$12.90/hour - class III, step 1-3
14	Olinger, John	LOA	Teacher - SE	PEA	N/A	~5/12/13 - 5 days	N/A
15	Sedlock, Carol	Non-Renewal	Teacher - MS	PEA	N/A	End of 2012-13 School Yr	N/A
16	Schleicher, Janice	Non-Renewal	Teacher - NE	PEA	N/A	End of 2012-13 School Yr	N/A
17	Trebesch, Jonathan	Resignation	Teacher - MS	PEA	N/A	End of 2012-13 School Yr	N/A

2013 Princeton Schools Summer Programming

Name of Program	Location	Contact Person	Contact Phone Number	Dates (Specific)	Criteria for student qualification	Transportation Provided (Y or N)
Targeted Services for Grades K-2	South Portables	Alex Kettelhodt/ Brianna Gadacz	389-6919	July & Aug.	Teacher Recommendation	No
Oakland ALC/H.S. Credit Recovery Summer School	High School	ALC - Rebecca Fuller HS - Leanne Olmstead	RF - 763-552-6262 LO - 389-6070	June and July	Student behind on credits for graduation	No
MCA Remediation and testing	High School	Paula Green	389-6004	June - Math July - Writing August - Reading	Students have failed MCA tests during year	No
Targeted Services Grade 3-5	North	Jill Sikkink	389-6856	July/ Aug	Teacher Recommendation	No
Targeted Services Gr. 6-8	MS	Joan Farmer	389-6718	July/Aug	Teacher Recommendation	No
Summer School Course Recovery	MS	Kari Vogel - Instructor Rebecca Fuller - ALC	389-6760	June	Students who have not passed Core classes	No
Extended School Year	South, North, PMS, PHS	Erin Dohrmann	389-6191	18 sessions June-August	Eligibility determined by IEP Team	Yes
Community Education SACC ECFE	All Buildings and pool/grounds/Mark Park	Gwen Anderson	389-6199	June - August	All Princeton residents	No
GRAD Testing	PHS	Tricia Ford & Paula Green	389-6016	June 4-12 July 2-10 August 6-14	Students who need to pass the GRAD test prior to graduation arrange a day to come in during this window. Students are eligible to test every other month.	No



PRINCETON PUBLIC SCHOOLS - DISTRICT #477

706 -1st Street • Princeton, MN 55371

Phone (763) 389-2422 • Fax (763) 389-9142

Dr. Julia Espe, Superintendent (763) 389-6190

Michelle Czech, Director of Business Services (763) 389-6183

Brenda Alexander, Director of Human Resources (763) 389-6181

Melinda Jeziarski, Director of Teaching & Learning (763) 389-7278

In February, the City of Princeton, Mille Lacs County, and Princeton Public Schools collaborated together to submit two Safe Routes to School (SRTS) Grants to MnDOT on behalf of the Princeton community. MnDOT received over \$15 million in grant requests, and only \$3.8 million was funded. The Princeton SRTS Team is pleased to announce that we were awarded the Safe Routes to School Infrastructure Grant in the amount of \$300,000 to install sidewalks and crosswalks along 5th Ave N and a portion of 12th Street N leading to North Elementary and the Middle School. This will help to ensure safe routes for students to walk and bicycle to school, along with safe routes for community residents in general. Unfortunately, the second grant request for education and encouragement programs was not funded.

The attached letter is notification that the grant funds have been awarded. To give you an idea of the community effort behind the application, 25 letters of concurrence and support from Princeton Public School staff, city and county staff, and area businesses/organizations were received, along with the resolutions of support from the City Council and Mille Lacs County Board of Commissioners. City staff will continue working with the County and School District on this project. Adjacent property owners were made aware of the grant request and that an open house will be held inviting all affected property owners to ask questions and discuss the project with staff. Engineering work is needed to be done, and the construction will not happen until 2014.

Thank you for the support. We look forward to helping to make Princeton a more bicycle and pedestrian-friendly community!



Minnesota Department of Transportation

State Aid for Local Transportation
395 John Ireland Boulevard, MS 500
Saint Paul, MN 55155

April 22, 2013

Mike Nielson
Principal / Princeton City Engineer
WSB & Associates, Inc.
St. Cloud, Minn 56301

RE: Safe Routes to School Infrastructure Grant Application which include North Elementary

Dear Mr. Nielson,

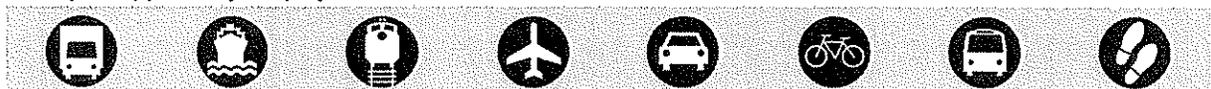
Thank you for submitting an infrastructure application for the 2012-2013 Safe Routes to School solicitation. This year's solicitation received 62 applications requesting over \$15 million in SRTS funds. There were many excellent proposals from all over Minnesota identifying infrastructure needs to ensure safe routes for students to walk and bicycle to school. The selection process was very competitive.

Congratulations, your project was selected for funding this solicitation. Your application demonstrated a comprehensive planning with community support that has great potential to increase the number of students walking and bicycling to and from school.

To get started you will need to contact me and schedule a project kick off meeting with the District State Aid Engineer. This kickoff meeting should take place within a month after being awarded. Any work done for this project without the acknowledgement of the District State Aid Engineer and federal authorization will not be reimbursed.

It is important that we work together to follow the federal process to complete your projects in a timely manner for reimbursement. Congratulations again on your success with the application and I look forward to hearing from you to get the project moving.

An Equal Opportunity Employer



If you have any questions, please contact me at (651) 366-3827 or through email at mao.yang@state.mn.us.

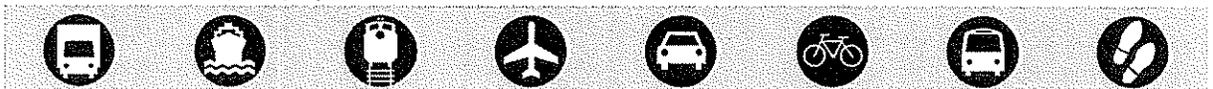
Sincerely,



Mao Yang
Asst. Project Development Engineer

Cc: Bruce Cochran – Mille Lacs County
Kelvin Howieson - DSAE

An Equal Opportunity Employer



PRINCETON PUBLIC SCHOOLS

Substitute (Casual and Long-Term), Homebound Teachers, and Classified Staff Employment

LICENSED STAFF

Casual Substitutes

~~Each building principal or designee shall be responsible~~ The expectation is that teachers are responsible to use the substitute software program for securing the services of substitute teachers.

All substitutes employed by the school district are required to have valid short call or teaching certificates.

Each sub will work and be paid a **minimum of one-half day** (~~7:45 a.m. — 11:30 a.m. or 11:30 a.m. — 3:15 p.m.~~). [Subs are to have the same preparation period as the regular teacher; however, if they are given a class (teaching) assignment during that time they will be paid for it (\$15.00/ class).] Recommended to delete

The rate of pay for casual substitutes is ~~\$100.00~~ \$115.00 per day; \$125.00 per day for District No. 477 retirees.

Long-Term Substitutes

[Substitute teachers who are employed for **at least 5, but not more than 30 consecutive days**, shall be paid at the casual sub rate for the first 5 days and thereafter on a pro rata system determined by the appropriate base salary per the master agreement.] Recommend deleting

Long-term substitute teachers who are employed in the same teaching position for **more than 30 consecutive working days** in any calendar year shall be paid in accordance with the provisions of the Master Agreement.

Homebound Teachers

The selection of homebound teachers shall be the responsibility of the respective building principals.

Salary shall be paid at the rate of ~~\$20.69~~ per teaching hour established in negotiations. There shall be remuneration paid for mileage to and from the student's home.

CLASSIFIED STAFF

Substitutes

The rate of pay for all SUBSTITUTES for classified employees shall be \$.25 less per hour than the lowest starting salary.

Part-Time Positions

Employees working in a PART-TIME POSITION with less than the number of hours necessary for consideration in a collective bargaining unit shall be paid **the same rate per hour** as the lowest starting salary within the respective unit. ~~effective beginning February 1, 2002.~~

Adopted: July 27, 1982
Revised: August 17, 1993
Revised: August 26, 1997
Revised: April 27, 1999
Revised: January 9, 2001
Revised: February 26, 2002
Revised: September 13, 2005
Revised: November 10, 2008
Reviewed: December 21, 2010
Revised: April 23, 2013

2014 Bus Schedule

Current system 2012-13	South	North	Middle	High
Drop off	7:45:00	8:05:00	8:05:00	7:45:00
Start	8:10:00	8:27:00	8:25:00	8:10:00
End	2:45:00	3:00:00	3:15:00	2:50:00
Pick up	2:45:00	3:00:00	3:15:00	2:50:00
Leave	2:53:00	3:07:00	3:25:00	3:00:00
	6:35:00	6:33:00	6:50:00	6:40:00

Changes for 2013-14	South	North	Middle	High
Drop Off	7:45:00	8:00:00	8:05:00	7:45:00
Start	8:05:00	8:22:00	8:20:00	8:10:00
End	2:40:00	2:55:00	3:10:00	2:50:00
Pick up	2:40:00	2:55:00	3:10:00	2:50:00
Leave	2:53:00	3:03:00	3:20:00	3:00:00

- Topics to yet meet/discuss:
1. Develop a common bus policies/procedures
 2. Bus ride times
 3. Transfer lot/safety/pick-ups
 4. Study safety

The Minnesota State High School League provides educational opportunities for students through interscholastic athletic and fine arts programs and provides leadership and support for member schools.



Member of the National Federation of State High School Associations

April 2013

Dear Superintendent:

Minnesota Statutes 1993, Section 128C.01, requires individual school boards each year to authorize membership in the Minnesota State High School League. The Resolution for Membership affirms (1) that the board of education for your school delegates the control, supervision and regulation of League-sponsored athletic and fine arts activities to the Minnesota State High School League; (2) that your school board adopts the Constitution, Bylaws and Rules and Regulations of the League; and, (3) that the administration for and the responsibility for supervising the activities are assigned to your official school representative.

Formal approval by the governing board of your school district or school must be made prior to August 1, 2013, to enable the League office to certify your continuation or new membership in the League. If your Designated School Board Representative has changed from the fall, please make that change in the MSHSL website database.

I am enclosing the resolution form which provides for the appropriate school board action. The resolution form is provided in duplicate. **Please return one copy of the 2013-2014 Resolution for Membership to the Minnesota State High School League and retain one copy for your school files. The deadline for returning the resolution form is September 1, 2013. If the form is not received by the above date, a \$250 late fee will be assessed. No school is eligible to compete in post-season tournaments unless the Resolution for Membership is on file in the League office.**

A billing for services, rule books and other supplies will be mailed to schools in mid-August as has been the accepted procedure in the past. This billing, which includes a \$100 service fee, will be based on the information your school has submitted to the League office regarding the activities your school will sponsor during the 2013-2014 school year.

Please be reminded of the following:

1. **September 1 is the due date for return of the resolution form.** If you do not submit the resolution, your students ARE NOT covered by the catastrophic insurance plan, your school district must assume that responsibility, and your students will not be allowed to participate in League-sponsored events.
2. **The resolution form must be completed in full,** including signatures of the superintendent and clerk/secretary of the board of education.

I am sure that membership in the Minnesota State High School League will provide your students with rewarding benefits as they participate in the interscholastic activities sponsored by your school.

I would suggest that you place this resolution on your agenda as soon as possible and certainly not later than a June or July board meeting in order to avoid last-minute efforts late in the summer which may create problems for your board and administrative staff to meet the September 1, 2013 deadline.

Sincerely,

David V. Stead
Executive Director

DVS/lmj
Enclosures

Minnesota State High School League
2100 Freeway Boulevard
Brooklyn Center, MN 55430-1735
763-560-2262 Fax: 763.569.0499 www.mshsl.org

**2013-2014 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

RESOLVED, that the Governing Board of School District Number _____, County of _____, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the high school(s) listed below (name all high schools in the district):

is/are authorized by this, the Governing Board of said school district or school to:

1. _____ Make new application for membership in the Minnesota State High School League; School Enrollment (9-12): _____
OR;
 Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Governing Board.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: _____ Signed: _____
Clerk/Secretary - Local Governing Board Superintendent or Head of School

Date: _____ Date: _____

District Office Address, City, Zip: _____

School Superintendent's Phone: _____ School Superintendent's Email: _____

RETURN ONE COPY TO THE MSHSL NOT LATER THAN SEPTEMBER 1, 2013
Retain one copy for the school files.

Minnesota State High School League
2100 Freeway Boulevard
Brooklyn Center, MN 55430-1735
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2014 BUDGET CONSIDERATIONS

Financial Picture At the end of 2012 we exceed the 10% required
 At the end of 2012 a 4.1 million dollar unassigned fund
 At the end of 2012 a 4.5 million dollar assigned fund
 3 year increase in unassigned and assigned fund
 2010: \$1,251,286
 2011: \$1,282,708
 2012: \$1,673,838
 At the end of 2012 we showed a healthy overall fund
 At the end of 2012 total fund balance is 43.4% of

School Finance Guidelines We have lost approximately 110 full time students since (Note: Analysis at
 For every 15 students, recommend to reduce 1 FTE.
 School Finance Guidelines would recommend we make
 A loss of 110 students means approximately \$660,000 in

Budget Considerations Proposal is before you for your consideration, to help
 All class sizes will remain within class size ratios set by
 Specialists at the elementary levels are maintained.
 Curriculum programs are maintained.

Title and Compensatory Historically the district has hired Paras to assist in
 Federal sequestration and the reduction in compensatory

Adjustment Proposal

SE Retirement	\$15,000.00	
MS Retirement	\$20,000.00	
SE-1FTE	\$60,000.00	
NE-1.5FTE	\$90,000.00	
MS-.5FTE	\$30,000.00	
HS-1FTE	\$57,000.00	
District Wide-Technology	\$60,000.00	unassigned to
District Wide-Staff Development	\$30,000.00	unassigned to
TOTAL	\$362,000.00	

FOOD SERVICE 2014 BUDGET RECOMMENDATIONS

Revenue Additions 2014

Lunch Price	2013	2014
Elementary	\$1.80	\$1.90
Middle School	\$1.80	\$1.95
High School	\$1.90	\$2.00

(recommendations based on federal calculator)

Breakfast Price	2013	2014
Elementary	\$0.80	\$1.25
Middle	\$0.80	\$1.25
High School	\$-	\$1.25

(recommendations based on cost of product for breakfast)

Decision on whether to continue offering reduced lunches for free

Estimated Revenue In \$76,020.00

Expenditure Additions 2014

Staffing

2.75 South Elementar	\$6,100.00
2.75 South Elementar	\$6,100.00
2.75 North Elementar	\$6,100.00
2.75 Middle School	\$6,100.00
2.75 High School	\$6,100.00
	\$30,500.00

Capital

Freezer SE	\$3,200.00
2 Cashier Stand SE	\$5,998.00
Food Processor NE	\$1,800.00
2 Cold, 2 Hot Units, T:	\$41,145.00
2 Hot Well & Cold We	\$28,531.00
	\$80,674.00

Estimated Fund Balan (\$35,154.00)

2014 COMMUNITY EDUCATION BUDGET

Revenue Sources

- State Aid
- Property Tax Levy
- Participation Fees
- Grants
- Donations

Expenditures

- Administrative costs to the program
- Instructors
- Supplies
- Field Trips
- Transportation

Overall structure to ensure vitality of Community Education

- Recreation and Enrichment Category
 - Pay 70% of total participation fees collected to on-staff instructors
 - Pay 80% of total participation fees collected for outside service providers as there are no employer paid benefits.
- Aquatics and School Age Child Care
 - Instructors are paid an hourly rate and classes are ran with a participation rate that keeps us in the 20% to 30% profit range for each area.
- Drivers Education
 - Registration fee only
- Adults with Disabilities
 - Instructors paid an hourly rate and currently is a break even program.

New Programs-2014

- Gymnastics
- Continued development throughout year

Discontinued Programs-2014

- Marching band and Middle School Band camps
- K-plus
- Programs may be discontinued during the year

Budget is developed based on previous year's revenue and expenditures. We also look at possible impacts of new programs and discontinued programs.

2014 PRELIMINARY CAPITAL BUDGET

	ESTIMATED BUDGET	FUNDING SOURCE	
DEFERRED MAINTENANCE	\$305,000.00	Deferred Maint. and Capital	
BUILDING & GROUNDS NEW	\$42,300.00	Capital	
CURRICULUM	\$145,000.00	Capital	
SECURITY	\$86,100.00	Capital	
DEPARTMENT AND BLDG EQUIPMENT	\$174,000.00	Capital	SE, NE, MS, HS, BG, ACT
DISTRICT RESERVE	\$17,600.00	Capital	
TOTAL	\$770,000.00		
TECHNOLOGY	\$256,800.00	Technology Assigned	
FOOD SERVICE	\$80,674.00	Food Service	
PAGE TOTAL	\$1,107,474.00		

PRINCETON PUBLIC SCHOOLS

SCHOOL BOARD MEMBER COMPENSATION AND EXPENSES

Minnesota statutes permit persons who serve on public school boards to receive compensation and reimbursement for expenses incurred while performing school board responsibilities. It is the policy of this district to compensate board members in the amount of **\$ 350.00 per month**. ~~At no time will salary exceed \$350.00 per month. In addition,~~ The individual board member serving as **chairperson** will receive an **additional \$100.00 per month**. **Board members will receive \$50 per official standing board committee meeting. MSBA training will be allowed at \$50.00 rate per day as well.**

Official standing committees are: Finance, Grievance, Negotiations/Certified, Negotiations/Classified, Policy, Curriculum, Meet and Confer, Transportation, Activities, ECFE/Community Ed., Mille Lacs County Transition Interagency Committee, Rum River Special Education Cooperative Governing Board, Native American Parent Education, School Leadership Committee, Schools for Equity in Education, Facilities, Wellness, Security.

The board's compensation is part of the Organizational Meeting and will be reviewed and acted upon at the board table. This policy will be modified to reflect the actions taken at the board table.

School board members who attend meetings outside the school district will receive reimbursement for expenses as outlined in school district policy 412.

Adopted: July 2, 1987
 Revised: January 12, 1993
 Reaffirmed: January 4, 1994
 Reaffirmed: January 3, 1995
 Reaffirmed: January 9, 1996
 Revised: January 14, 1997
 Reaffirmed: January 13, 1998
 Reaffirmed: January 12, 1999
 Reaffirmed: January 11, 2000
 Revised: June 26, 2007
 Revised: February 14, 2012

PRINCETON PUBLIC SCHOOLS

ACCEPTANCE OF GIFTS

I. PURPOSE

The purpose of this policy is to provide guidelines for the acceptance of gifts by the school board from booster clubs, commercial venues, individuals or other organizations.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to accept gifts only in compliance with state law.

III. ACCEPTANCE OF GIFTS GENERALLY

The school board may receive, for the benefit of the school district, bequests, donations or gifts for any proper purpose. The school board shall have the sole authority to determine whether any gift or any precondition, condition, or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected.

IV. GIFTS OF REAL OR PERSONAL PROPERTY

The school board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members. **The resolution must fully describe any conditions placed on the gift.** The real or personal property so accepted may not be used for religious or sectarian purposes.

V. ADMINISTRATION IN ACCORDANCE WITH TERMS

If the school board agrees to accept a bequest, donation, gift, grant or devise which contains preconditions, conditions or limitations on use, the school board shall administer it in accordance with those terms. Once accepted, a gift shall be the property of the school district unless otherwise provided in the agreed upon terms.

VI. GUIDELINES

A. Acceptance of Gifts Form #706 must be complete and contain all necessary signatures prior to requesting board approval.

B. Approval MUST be obtained from School Board prior to implementation or acceptance of gift.

Legal References: Minn. Stat. § 123B.02, Subd. 6 (Bequests, Donations, Gifts)
Minn. Stat. § 465.03 (Gifts)

Cross References: Form 706

Adopted: September 25, 1984
Revised: May 14, 2002
Revised: September 14, 2004
Revised: April 24, 2013

PRINCETON PUBLIC SCHOOLS

ACCEPTANCE OF GIFTS FORM

In compliance with school district **Policy 706 (Acceptance of Gifts)**, this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: _____

Description of gift: _____

Pre-Condition, condition, or limitation on use:

How this gift specifically relates to the program or school: _____

This gift meets all requirements of Policy 706

Accepted Not Accepted _____ **Date:** _____
Principal or Director

Accepted Not Accepted _____ **Date:** _____
Superintendent

Accepted Not Accepted _____ **Date:** _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to the Building

Business Services

Board Approval

707 TRANSPORTATION OF PUBLIC SCHOOL STUDENTS

I. PURPOSE

The purpose of this policy is to provide for the transportation of students consistent with the requirements of law.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide for the transportation of students in a manner which will protect their health, welfare, and safety.
- B. The school district recognizes that transportation is an essential part of the school district services to students and parents but further recognizes that transportation by school bus is a privilege and not a right for an eligible student.

III. DEFINITIONS

- A. Student with a disability includes every child identified under federal and state special education law as, deaf or hard of hearing, blind or visually impaired, deafblind, or having a speech or language impairment, a physical impairment, other health disability, developmental cognitive disability, an emotional or behavioral disorder, specific learning disability, autism spectrum disorder, traumatic brain injury, or severe multiple impairments, and who needs special education and related services, as determined by the rules of the Commissioner of Education. A licensed physician, an advanced practice nurse, or a licensed psychologist is qualified to make a diagnosis and determination of attention deficit disorder or attention deficit hyperactivity disorder for purposes of identifying a child with a disability. In addition, every child under age three, and at the school district's discretion from age three to seven, who needs special instruction and services, as determined by the rules of the Commissioner, because the child has a substantial delay or has an identifiable physical or mental condition known to hinder normal development is a child with a disability. A child with a short-term or temporary physical or emotional illness or disability, as determined by the rules of the Commissioner, is not a child with a disability. (Minn. Stat. § 125A.02)
- B. "Home" is the legal residence of the child. In the discretion of the school district, "home" also may be defined as a licensed day care facility, school day care facility, a respite care facility, the residence of a relative, or the residence of a person chosen by the student's parent or guardian as the home of a student for part or all of the day, if requested by the student's parent or guardian, or an afterschool program for children operated by a political subdivision of the state, if the facility, residence, or program is within the attendance area of the school the student attends. Unless otherwise specifically provided by law, a homeless student is a resident of the school district if enrolled in the school district. (Minn. Stat. § 123B.92, Subd. 1(b)(1); Minn. Stat. § 127A.47, Subd. 2)

- C. "Homeless student" means a student, including a migratory student, who lacks a fixed, regular, and adequate nighttime residence and includes: students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; are awaiting foster care placement; have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings. (42 U.S.C. § 11434a)
- D. "Nonpublic school" means any school, church, or religious organization, or home school wherein a resident of Minnesota may legally fulfill the compulsory instruction requirements of Minn. Stat. §120A.22, which is located within the state, and which meets the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d, *et seq.*). (Minn. Stat. §123B.41, Subd. 9)
- E. "Nonresident student" is a student who attends school in the school district and resides in another district, defined as the "nonresident district." In those instances when the divorced or legally separated parents or parents residing separately share joint physical custody of a student and the parents reside in different school districts, the student shall be a resident of the school district designated by the student's parents. When parental rights have been terminated by court order, the legal residence of a student placed in a residential or foster facility for care and treatment is the district in which the student resides. (Minn. Stat. § 123B.88, Subd. 6; Minn. Stat. § 125A.51; Minn. Stat. § 127A.47, Subd. 3)
- F. "Pupil support services" are health, counseling, and guidance services provided by the public school in the same district where the nonpublic school is located. (Minn. Stat. § 123B.41, Subd. 4)
- G. "School of origin," for purposes of determining the residence of a homeless student, is the school that the student attended when permanently housed or the school in which the student was last enrolled. (42 U.S.C. § 11432(g)(3)(G))
- H. "Shared time basis" is a program where students attend public school for part of the regular school day and who otherwise fulfill the requirements of Minn. Stat. § 120A.22 by attendance at a nonpublic school. (Minn. Stat. § 126C.01, Subd. 8)
- I. "Student" means any student or child attending or required to attend any school as provided in Minnesota law and who is a resident or child of a resident of Minnesota. (Minn. Stat. § 123B.41, Subd. 11)

IV. ELIGIBILITY

- A. Upon the request of a parent or guardian, the school district shall provide transportation to and from school, at the expense of the school district, for all resident students who

reside two miles or more from the school, except for those students whose transportation privileges have been revoked or have been voluntarily surrendered by the student's parent or guardian. (Minn. Stat. § 123B.88, Subd. 1)

- B. The school district may, in its discretion, also provide transportation to any student to and from school, at the expense of the school district, for any other purpose deemed appropriate by the school board.
- C. In the discretion of the school district, transportation along regular school bus routes may also be provided, where space is available, to any person where such use of a bus does not interfere with the transportation of students. The cost of providing such transportation must be paid by those individuals using these services or some third-party payor. Bus transportation also may be provided along school bus routes when space is available for participants in early childhood family education programs and school readiness programs if these services do not result in an increase in the school district's expenditures for transportation. (Minn. Stat. § 123B.88, Subd. 10, 11, 12, and 13)

V. TRANSPORTATION OF NONRESIDENT STUDENTS

- A. If requested by the parent of a nonresident student, the school district shall provide transportation to a nonresident student within its borders at the same level of service that is provided to resident students. (Minn. Stat. § 124D.04, Subd. 7; Minn. Stat. § 123B.92, Subd. 3)
- B. If the school district decides to transport a nonresident student within the student's resident district, the school district will notify the student's resident district of its decision, in writing, prior to providing transportation. (Minn. Stat. § 123B.88, Subd. 6)
- C. When divorced or legally separated parents or parents residing separately reside in different school districts and share physical custody of a student, the parents shall be responsible for the transportation of the student to the border of the school district during those times when the student is residing with the parent in the nonresident school district. (Minn. Stat. § 127A.47, Subd. 3(b))
- D. The school district may provide transportation to allow a student who attends a high-need English language learner program and who resides within the transportation attendance area of the program to continue in the program until the student completes the highest grade level offered by the program. (Minn. Stat. § 123B.92, Subd. 3(b))

VI. TRANSPORTATION OF RESIDENT STUDENTS TO NONDISTRICT SCHOOLS

- A. In general, the school district shall not provide transportation between a resident student's home and the border of a nonresident district where the student attends school under the Enrollment Options Program. A parent may be reimbursed by the nonresident district for the costs of transportation from the pupil's residence to the border of the nonresident district if the student is from a family whose income is at or below the poverty level, as determined by the federal government. The reimbursement may not exceed the pupil's actual cost of transportation or 15 cents per mile traveled, whichever is less.

Reimbursement may not be paid for more than 250 miles per week. (Minn. Stat. § 124D.03, Subd. 8)

- B. Resident students shall be eligible for transportation to and from a nonresident school district at the expense of the school district, if in the discretion of the school district, inadequate room, distance to school, unfavorable road conditions, or other facts or conditions make attendance in the resident student's own district unreasonably difficult or impracticable. The school district, in its discretion, may also provide for transportation of resident students to schools in other districts for grades and departments not maintained in the district, including high school, for the whole or a part of the year or for resident students who attend school in a building rented or leased by the school district in an adjacent district. (Minn. Stat. § 123B.88, Subds. 1 and 4)
- C. In general, the school district is not responsible for transportation for any resident student attending school in an adjoining state under a reciprocity agreement but may provide such transportation services at its discretion. (Minn. Stat. § 124D.041)

VII. SPECIAL EDUCATION STUDENTS/ STUDENTS WITH A DISABILITY/STUDENTS WITH TEMPORARY DISABILITIES

- A. Upon a request of a parent or guardian, a student with a disability who is not yet enrolled in kindergarten, who requires special education services in a location other than the student's home, shall be provided transportation to and from the student's home at the expense of the school district and shall not be subject to any distance requirement. (Minn. Stat. § 123B.88, Subd. 1)
- B. Resident students with a disability whose handicapped conditions are such that the student cannot be safely transported on the regular school bus and/or school bus route and/or when the student is transported on a special route for the purpose of attending an approved special education program shall be entitled to special transportation at the expense of the school district or the day training and habilitation program attended by the student. The school district shall determine the type of vehicle used to transport students with a disability on the basis of the handicapping condition and applicable laws. This provision shall not be applicable to parents who transport their own child under a contract with the school district. (Minn. Stat. § 123B.88, Subd. 19; Minn. Rules Part 7470.1600)
- C. Resident students with a disability who are boarded and lodged at Minnesota state academies for educational purposes, but who also are enrolled in a public school within the school district, shall be provided transportation, by the school district to and from said board and lodging facilities, at the expense of the school district. (Minn. Stat. § 125A.65)
- D. If a resident student with a disability attends a public school located in a contiguous school district and the school district of attendance does not provide special instruction and services, the school district shall provide necessary transportation for the student between the school district boundary and the educational facility where special instruction and services are provided within the school district. The school district may provide necessary transportation of the student between its boundary and the school

attended in the contiguous district, but shall not pay the cost of transportation provided outside the school district boundary. (Minn. Stat. § 125A.12)

- E. When a ~~ne~~ student with a disability or a student with a short-term or temporary disability is temporarily placed for care and treatment in a day program located in another school district and the student continues to live within the school district during the care and treatment, the school district shall provide the transportation, at the expense of the school district, to that student. The school district may establish reasonable restrictions on transportation, except if a Minnesota court or agency orders the child placed at a day care and treatment program and the school district receives a copy of the order, then the school district must provide transportation to and from the program unless the court or agency orders otherwise. Transportation shall only be provided by the school district during regular operating hours of the school district. (Minn. Stat. § 125A.15(b); Minn. Stat. § 125A.51(d))
- F. When a nonresident student with a disability or a student with a short-term or temporary disability is temporarily placed in a residential program within the school district, including correctional facilities operated on a fee-for-service basis and state institutions, for care and treatment, the school district shall provide the necessary transportation at the expense of the school district. Where a joint powers entity enters into a contract with a privately owned and operated residential facility for the provision of education programs for special education students, the joint powers entity shall provide the necessary transportation. (Minn. Stat. § 125A.15(c) and (d); Minn. Stat. § 125A.51(e))
- G. Each driver and aide assigned to a vehicle transporting students with a disability will be provided with appropriate training for the students in their care, will assist students with their safe ingress and egress from the bus, will ensure the proper use of protective safety devices, and will be provided with access to emergency health care information as required by law. (Minn. Rules Part 7470.1700)
- H. Any parent of a student with a disability who believes that the transportation services provided for that child are not in compliance with the applicable law may utilize the alternative dispute resolution and due process procedures provided for in Minn. Stat. Ch. 125A. (Minn. Rules Part 7470.1600, Subd. 2)

VIII. HOMELESS STUDENTS

- A. Homeless students shall be provided with transportation services comparable to other students in the school district. (42 U.S.C. § 11432(e)(3)(C)(i)(III)(cc) and (g)(4)(A))
- B. Upon request by the student's parent, guardian, or homeless education liaison, the school district shall provide transportation for a homeless student as follows:
 - 1. A resident student who becomes homeless and is residing in a public or private shelter location or has other non-shelter living arrangements within the school district shall be provided transportation to and from the student's school of origin and the shelter or other non-shelter location if the shelter or non-shelter location is two or more miles from the school of origin and the student's transportation

privileges have not been revoked. (42 U.S.C. § 11432(g)(1)(J)(iii)(I))

2. A resident student who becomes homeless and is residing in a public or private shelter location or has other non-shelter living arrangements outside of the school district shall be provided transportation to and from the student's school of origin and the shelter or other non-shelter location if the shelter or non-shelter location is two or more miles from the school of origin and the student's transportation privileges have not been revoked, unless the school district and the school district in which the student is temporarily placed agree that the school district in which the student is temporarily placed shall provide transportation. (Minn. Stat. § 125A.51(f); 42 U.S.C. § 11432(g)(1)(J)(iii)(II))
3. If a nonresident student is homeless and is residing in a public or private homeless shelter or has other non-shelter living arrangements within the school district, the school district may provide transportation services between the shelter or non-shelter location and the student's school of origin outside of the school district upon agreement with the school district in which the school of origin is located. (Minn. Stat. § 125A.51(f))

IX. AVAILABILITY OF SERVICES

Transportation shall be provided on all regularly scheduled school days or make-up days. Transportation will not be provided during the summer school break. Transportation may be provided for summer instructional programs for students with a disability or in conjunction with a learning year program. Transportation between home and school may also be provided, in the discretion of the school district, on staff development days. (Minn. Stat. § 123B.88, Subd. 21)

X. MANNER OF TRANSPORTATION

The scheduling of routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, the determination of fees, and any other matter relating thereto shall be within the sole discretion, control and management of the school board. The school district may, in its discretion, provide room and board, in lieu of transportation, to a student who may be more economically and conveniently provided for by that means. (Minn. Stat. § 123B.88, Subd. 1)

XI. RESTRICTIONS

Transportation by the school district is a privilege and not a right for an eligible student. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or conduct policies, or violation of any other law governing student conduct on a school bus pursuant to the school district's discipline policy. Revocation of a student's bus riding privilege is not an exclusion, expulsion, or suspension under the Pupil Fair Dismissal Act. Revocation procedures for a student who is an individual with a disability under 20 U.S.C. § 1415 (Individuals with Disabilities Act), 29 U.S.C. § 794 (the Rehabilitation Act), and 42 U.S.C. § 12132, (Americans with Disabilities Act) are governed by these provisions. (Minn. Stat. § 121A.59)

XII. FEES

- A. In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional. (Minn. Stat. § 123B.36, Subd. 1(10))
- B. The school district may charge fees for transportation of students to and from school when authorized by law. If the school district charges fees for transportation of students to and from school, guidelines shall be established for that transportation to ensure that no student is denied transportation solely because of inability to pay. The school district also may waive fees for transportation if the student's parent is serving in, or within the past year has served in, active military service as defined in Minn. Stat. § 190.05. (Minn. Stat. § 123B.36, Subds. 1(11) and 6)
- C. The school district may charge reasonable fees for transportation of students to and from post-secondary institutions for students enrolled under the post-secondary enrollment options program. Families who qualify for mileage reimbursement may use their state mileage reimbursement to pay this fee. (Minn. Stat. § 123B.36, Subd. 1(13))
- D. Where, in its discretion, the school district provides transportation to and from an instructional community-based employment station that is part of an approved occupational experience vocational program, the school district may require the payment of reasonable fees for transportation from students who receive remuneration for their participation in these programs. (Minn. Stat. § 123B.36, Subd. 3)

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.59 (Bus Transportation is a Privilege Not a Right)
Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.41 (Educational Aids for Nonpublic School Children; Definitions)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.88 (Independent School Districts, Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.04 (Enrollment Options Programs in Border States)
Minn. Stat. § 124D.041 (Reciprocity with Adjoining States)
Minn. Stat. Ch. 125A (Children With a Disability)
Minn. Stat. § 125A.02 (Children With a Disability, Defined)
Minn. Stat. § 125A.12 (Attendance in Another District)
Minn. Stat. § 125A.15 (Placement in Another District; Responsibility)
Minn. Stat. § 125A.51 (Placement of Children Without Disabilities; Education and Transportation)
Minn. Stat. § 125A.515 (Placement of Students; Approval of Education Program)
Minn. Stat. § 125A.65 (Attendance at Academies for the Deaf and Blind)
Minn. Stat. § 126C.01 (General Education Revenue - Definitions)
Minn. Stat. § 127A.47 (Payments to Resident and Nonresident Districts)

Minn. Stat. § 190.05 (Definitions)
Minn. Rules Part 7470.1600 (Transporting Pupils with Disability)
Minn. Rules Part 7470.1700 (Drivers and Aides for Pupils with Disabilities)
20 U.S.C. § 1415 (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 (Rehabilitation Act of 1973, § 504)
42 U.S.C. § 2000d (Prohibition Against Exclusion from Participation in, Denial of Benefits of, and Discrimination under Federally Assisted Programs on Ground of Race, Color, or National Origin)
42 U.S.C. § 11431, *et seq.* (McKinney-Vento Homeless Assistance Act of 2001)
42 U.S.C. § 12132, *et seq.* (Americans With Disabilities Act)

Cross References: Princeton Policy 708 (Transportation of Nonpublic School Students)
Princeton Policy 709 (Student Transportation Safety Policy)
Princeton Policy 710 (Extracurricular Transportation)
MSBA Service Manual, Chapter 2, Transportation

Adopted: August 28, 2001
Revised: September 14, 2004
Revised: March 9, 2009
Revised: August 23, 2011
Revised: March 13, 2012
Revised: April 24, 2013

	A	B	C	D	E	F	G
1					May 14, 2013		
2	Name	Status	Job Title	Group	Replacing	Effective Date	Wage
3	Ulm, Krystal	New Hire	Teacher - NE	PEA	Janice Schleicher	2013-14 school year (8/28/13)	BA, Step 5

2012-2013 SCHOOL BOARD MEETINGS & SCHOOL BOARD COMMITTEE MEETINGS

DATE/TIME	MEETING	PURPOSE	LOCATION
5/14/2013 Tuesday 5:00 p.m.	Finance Committee Meeting	Capital Budget	Superintendent Office
5/14/2013 Tuesday 6:30 p.m.	Regular School Board Meeting		District Office Board Room
5/14/2013 Tuesday Approx. 7:10p.m	Closed Board Meeting	Personnel Matter	TBD
5/14/2013 Tuesday Approx. 8:10p.m	(Re-Open) Regular School Board Meeting		District Office Board Room
5/20/2013 Monday 8:00 a.m.	Activities Committee Meeting	Baseball fences, Trap shooting, Coach vacancies, fall coach clinic, facilities, event worker pay, coach/advisor ratios, fall musical	K-Bob Café
5/20/2013 Monday 12:00 p.m.	Community Education Advisory Council Meeting	As of today 5/14/13 purpose is TBD	District Office Board Room
5/20/2013 Monday Time- TBD	2 nd Interviews for PHS Principal Position	To select a Principal for the HS	TBD
5/20/2013 Monday Time-After the PHS Principal interview session	Negotiations/Certified	Supt. Espe's Contract	Superintendent Office
5/28/2013 Tuesday 5:30 p.m.	Policy Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office
5/28/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
5/28/2013 Tuesday Approx. 7:40 p.m	Board of Education Workshop Session following the Regular Meeting	No workshop this date	District Office Board Room
5/30/2013 Thursday 5:30 p.m.	Superintendent Negotiations Meeting	DATE CHANGE & as of 5/10/13 a new date is yet TBD	Superintendent Office
6/4/13 Tuesday 12:00p.m.-1:00p.m.	Curriculum Committee Meeting	As of today 5/14/13 purpose is TBD	TBD

2012-2013 SCHOOL BOARD MEETINGS & SCHOOL BOARD COMMITTEE MEETINGS

DATE/TIME	MEETING	PURPOSE	LOCATION
6/5/2013 Wednesday 7:00 a.m.	Security Committee Meeting	As of today 5/14/13 purpose is TBD	District Office Board Room
6/11/2013 Tuesday 5:30 p.m.	Finance Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office
6/11/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
6/25/2013 Tuesday 5:30p.m.	Policy Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office
6/25/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
6/25/2013 Tuesday Approx. 7:40 p.m	Board of Education Workshop	As of today 5/14/13 purpose is TBD	District Office Board Room
7/16/2013 Tuesday 5:30 p.m.	Finance Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office
7/16/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
8/13/2013 Tuesday 5:30 p.m.	Finance Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office
8/13/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
8/27/2013 Tuesday 5:30 p.m.	Policy Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office
8/27/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
8/27/2013 Tuesday, Approx. 7:40-8:40 p.m.	Board of Education Workshop	As of today 5/14/13 purpose is TBD	District Office Board Room
9/10/2013 Tuesday 12:00-1:00 p.m.	Curriculum Committee Meeting	As of today 5/14/13 purpose is TBD	TBD
9/10/2013 Tuesday 5:30 p.m.	Finance Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office

2012-2013 SCHOOL BOARD MEETINGS & SCHOOL BOARD COMMITTEE MEETINGS

DATE/TIME	MEETING	PURPOSE	LOCATION
9/10/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
9/24/2013 Tuesday 5:30 p.m.	Policy Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office
9/24/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
9/24/2013 Tuesday Approx. 7:40-8:40 p.m.	Board of Education Workshop	As of today 5/14/13 purpose is TBD	District Office Board Room
10/1/201 Tuesday 12:00-1:00 p.m.	Curriculum Committee Meeting	As of today 5/14/13 purpose is TBD	TBD
10/8/2013 Tuesday 5:30 p.m.	Finance Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office
10/8/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
10/22/2013 Tuesday 5:30 p.m.	Policy Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office
10/22/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
10/22/2013 Tuesday Approx. 7:40-8:40 p.m.	Board of Education Workshop	As of today 5/14/13 purpose is TBD	District Office Board Room
11/12/2013 Tuesday 5:30 p.m.	Finance Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office
11/12/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
11/26/2013 Tuesday 5:30 p.m.	Policy Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Meeting
11/26/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
11/26/2013 Tuesday Approx. 7:40-8:40 p.m.	Board of Education Workshop	As of today 5/14/13 purpose is TBD	District Office Board Room
12/3/14 Tuesday 12:00-1:00 p.m.	Curriculum Committee Meeting	As of today 5/14/13 purpose is TBD	TBD

2012-2013 SCHOOL BOARD MEETINGS & SCHOOL BOARD COMMITTEE MEETINGS

DATE/TIME	MEETING	PURPOSE	LOCATION
12/17/2013 Tuesday 5:30 p.m.	Finance Committee Meeting	As of today 5/14/13 purpose is TBD	Superintendent Office
12/17/2013 Tuesday 7:00 p.m.	Regular School Board Meeting		District Office Board Room
2/4/2014 Tuesday 12:00-1:00 p.m.	Curriculum Committee Meeting	As of today 5/14/13 purpose is TBD	TBD
6/3/2014 Tuesday 12:00-1:00 p.m.	Curriculum Committee Meeting	As of today 5/14/13 purpose is TBD	TBD

Updated 5/14/13 added TBD purposes for future committee and board workshop purposes.

Updated 5/14/13 added Activities Meeting 5/20/13 purpose items

Updated 5/14/13 added 5/20 2nd Interview Session for PHS Principal position & Negotiations/Certified for Supt. Espe's contract.

Updated 5/14/13 crossed out 5/28/13 board of education workshop session – no session on 5/28/13