

Princeton Public Schools - ISD 477
Tuesday, May 15, 2018 at 6:00 PM
Work Session
District Office Board Room

Our Mission

Princeton is an innovative leader in instruction, developing in EVERY learner the ability to succeed in an ever-changing world.

Our Vision

Princeton will equip every student to be career and college ready through personalized instruction, community partnerships and collaboration.

1. PROCEDURAL ITEMS

2. Art Presentation
3. Call to Order and Pledge of Allegiance
4. Roll Call

5. REPORTS

- a. Board Members Committee Reports
- b. Student Council Report
- c. Superintendent Report

6. APPROVE AGENDA

7. DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES 3

8. 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.

- a. Personnel 6
- b. Gifts 7
- c. Bills 9
- d. Wire Transfers 14
- e. Treasurer's Report 15
- f. Cell Phone Reimbursement 16
- g. Event Workers 17

9. ACTION

- a. Director of HR 18
I move to accept Jason Senne as the Director of Human Resources.
- b. Superintendent 24

	<i>I move to accept Ben Barton as Superintendent.</i>	
c.	Oak Land Purchase Agreement <i>I move to accept the Purchase Agreement for the Oak Land property.</i>	31
d.	East Central Minnesota Cable Cooperative Joint and Cooperative Agreement <i>I move to accept the ECMECC Joint and Cooperative Agreement as presented.</i>	51
10.	WORKSHOP	
a.	2018-19 Budget	70
b.	Rum River Cooperative	
c.	Long Term Facility Maintenance, 10 Year Plan for MDE	78
d.	Transportation Contract	87
e.	Health Insurance Plan Year Update	
11.	FUTURE MEETINGS	
	Executive Committee- May 30, 4:15 P.M.	
	Superintendent Retirement Celebration- May 31, 3:30 P.M.	
	Finance Meeting- June 5, 2018, 4:30 P.M.	
	Regular Board Meeting- June 5, 2018, 6:00 P.M.	
12.	ADJOURN	

Call to Order and Pledge of Allegiance

The regular meeting of the School Board of District #477 was called to order by Chair Eric Minks on the **1st day of May, at 6:00 p.m.** in the District Center Board Room.

Roll Call: Members Present: Howard Vaillancourt, Deb Ulm, Eric Strandberg, Sue VanHooser, Chad Young and Eric Minks, Craig Johnson.

Others present: Superintendent Julia Espe, Director of Business Services Michelle Czech, Director of Human Resources Sarah Marxhausen.

Citizen Comments: None

REPORTS

Board committee meeting(s) and school events each Board member attended.

Howard Vaillancourt	Superintendent Interviews
Eric Strandberg	Superintendent Interviews; Minnesota State High School League Meeting; Agenda Planning
Craig Johnson	Superintendent Interviews
Eric Minks	Superintendent Interviews; Finance
Deb Ulm	Superintendent Interviews
Chad Young	Superintendent Interviews
Sue VanHooser	Superintendent Interviews; Schools for Equity in Education

Student Council Report: Lacey Broding- The Student Council held board elections.

Superintendent Report: Intermediate students are participating in the VEX Robotics world championships. Anthony DeStefano from NASA is visiting schools this week and is speaking at the School Board Scholar Banquet.

APPROVE AGENDA

Motion made by Deb Ulm, seconded by Chad Young **to approve the agenda as presented.** Motion passed unanimously.

DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES

Motion made by Craig Johnson seconded by Eric Strandberg, **to approve the April 17, regular meeting minutes.** Motion passed unanimously.

APPROVE AGENDA

Motion made by Deb Ulm, seconded by Chad Young **to approve the agenda as**

presented. Motion passed unanimously.

DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES

Motion made by Craig Johnson, seconded by Eric Strandberg, **to approve the April 17th, regular/closed meeting minutes.** Motion passed unanimously.

CONSENT AGENDA

Motion made by Chad Young, seconded by Howard Vaillancourt, **to approve the consent agenda as presented.** Personnel, Gifts, and Grants. Motion passed unanimously.

INFORMATION

First Reading of Policies- Julia Espe read changes made to policies

ACTION

Sick Leave MOU- Motion to accept the Sick Leave MOU as proposed was made by Eric Strandberg and seconded by Howard Vaillancourt. Opposed: Craig Johnson. Motion passed 6:1.

Food Service Meal Rates- Motion to accept the recommended 2018-19 food service meal prices was made by Deb Ulm and seconded by Chad Young. Upon roll call the following voted for: Sue VanHooser, Chad Young, Deb Ulm, Eric Minks, and Howard Vaillancourt. Opposed: Eric Strandberg and Craig Johnson. Motion passed 5:2.

Program Initiatives-Assigned Budget- Motion to accept the 2018-19 estimated expenses for program initiatives was made by Deb Ulm and seconded by Craig Johnson. Motion passed unanimously.

Teaching & Learning Budget Proposals- Motion to accept the estimated Teaching and Learning expenses for staff development and ATTPS was made by Chad Young and seconded by Howard Vaillancourt. Motion passed unanimously.

Individual Contracts- Motion to accept the individual contracts was made by Deb Ulm and seconded by Howard Vaillancourt. Motion passed unanimously.

2nd Reading of Policies- Motion to accept the second reading of policies was made by Craig Johnson and seconded by Deb Ulm. Motion passed unanimously.

Resolution of Teacher's Contract- Sarah Marxhausen discussed the resolution of Ellen Siewert's contract. The new agreement will allow Siewert and the school district to stop paying TRA. Motion to approve Ellen Siewert's letter of retirement was made by Howard Vaillancourt and seconded by Sue VanHooser. Motion passed unanimously.

Motion to terminate Ellen Siewert's current contract was made by Deb Ulm and seconded by Craig Johnson. Motion passed unanimously. Motion to approve the new contract that re-employs Ellen Siewert on April 13, 2018 was made by Eric Strandberg and seconded by Craig Johnson. Upon roll call the following voted in favor: Sue VanHooser, Chad Young, Deb Ulm, Eric Minks, Craig Johnson, Eric Strandberg, and Howard Vaillancourt. Motion passed unanimously.

Resolution for non-renewals- Motion to accept the resolution for non-renewals was made by Craig Johnson and seconded by Deb Ulm. Motion passed unanimously.

ADDITIONS TO AGENDA- None.

FUTURE MEETINGS INFORMATION

Executive Committee- May 9, 4:15 P.M.

Policy Meeting- May 15, 5:00 P.M.

Board Work Session- May 15, 6:00 P.M.

ADJOURN

Motion to adjourn the meeting was made by Chad Young and seconded by Eric Minks. The meeting was adjourned at 6:23 p.m.

Chair Eric Minks

Clerk Sue VanHooser

Recorder- Emily McKinnon

5.15.18

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
New Hire	Bemboom	Christopher	District	Adapted Physical Ed Teacher	PEA	JoAnn Moats	8.28.18	\$54,958.00
New Hire	Manders	Kaylie	Intermediate	SPED Teacher	PEA	Krystal Ulm	7.1.18	\$39,477.00
New Hire	Senne	Jason	District	Director of HR	Individual	Sarah Marxhausen	7.1.18	\$102,500.00
New Hire	Valdivieso	Pedro	Primary	Spanish Immersion Teacher	PEA	Juliana Malo	8.28.18	\$51,974.00
New Hire	Quiroga	Geraldina	Primary	Spanish Immersion Teacher	PEA	Caitlin King	8.28.18	\$46,448.00

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Resignation	Meixell	Mya	Family Center	ECSE Para	Paras	N/A	5.31.18	
Resignation	James	Robin	Intermediate	Para	Paras	N/A	5.1.18	
Resignation	Lindberg	Erin	Primary	Spanish Immersion Teacher	PEA	N/A	5.31.18	

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
LOA	Elness	Tiffany	Intermediate	SPED Para	Paras	N/A	5.1.18-2.4.19	
LOA	Bost	Jessica	Intermediate	SPED PAra	Paras	N/A	5.3.18-5.28.18	
LOA	Burling	Jodi	District Center	Tech Integration Specialist	PEA	N/A	5.14.18-6.25.18	

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Change in Assignment	Juilfs	Paulette	Primary	Head Cashier	Food Service	Wendy Provo	8.1.18	\$17.15/hour

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Extra Duty	Vogel	Kari		Summer Targeted Services Coordinator	PEA	Courtney Bergstrom	4.25.18	\$32.00/hr

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.

Steinbrecher Painting

Donor name: _____

Description of gift: **Multiple gallons of paint**

Pre-Condition, Condition, or Limitation on use: **None**

How this gift specifically relates to the program or school: **Makes school setting look more clean and inviting.**

This gift meets all requirements of Policy 706 Keith Barby
Staff Name

Accepted Not Accepted Keith Barby Date: 5/3/18
Principal or Director

Accepted Not Accepted Julia Espe Date: 5.3.18
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services



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: Wold

Description of gift: \$500 donation

Pre-Condition, Condition, or Limitation on use: Lions spring raffle

How this gift specifically relates to the program or school: Lions benefit for Princeton schools

This gift meets all requirements of Policy 706 _____
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted Julia Espe Date: 5.9.18
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016

Princeton Public Schools #477
Detail Payment Register By Check No.
Fund Summary

Fund Description	Total
01 General Fund	\$554,814.90
02 Food Service	\$102,669.47
04 Community Service	\$18,476.36
10 Student Activities	\$41,198.73
Report Total	\$717,159.46

Princeton Public Schools #477
Check Register by Bank and Check Number

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477	001	75700	168823	Check	1	7733	5	PLAYSCRIPTS, INC	Yes	Yes	No	USD	04/13/2018	545.44
		75691	168824	Check	1	5167		PRO-ED, INC.	Yes	Yes	No	USD	04/13/2018	382.80
		75692	168825	Check	1	5214	1	QUILL CORPORATION	Yes	Yes	No	USD	04/13/2018	278.99
		75702	168826	Check	1	9439	1	RELIABLE MEDICAL SUPPLY	Yes	Yes	No	USD	04/13/2018	80.00
		75693	168827	Check	1	5297		RENAISSANCE LEARNING INC	Yes	Yes	No	USD	04/13/2018	2,000.00
		75694	168828	Check	1	5305		RESOURCE TRAINING & SOLUTIONS	Yes	Yes	No	USD	04/13/2018	1,128.00
		75647	168829	Check	1	1098	5	RIDDELL, INC	Yes	Yes	No	USD	04/13/2018	2,540.82
		75695	168830	Check	1	5350	1	ROBERT BROOKE & ASSOCIATES	Yes	Yes	No	USD	04/13/2018	168.58
		75696	168831	Check	1	5593	5	SCHOOL SPECIALTY INC.	Yes	Yes	No	USD	04/13/2018	50.46
		75660	168832	Check	1	14950		SPRUNK ENTERTAINMENT SERVICE	Yes	Yes	No	USD	04/13/2018	275.00
		75650	168833	Check	1	11967		TARTAN SENIOR HIGH SCHOOL	Yes	Yes	No	USD	04/13/2018	150.00
		75659	168834	Check	1	14477		TEACHERS ON CALL	Yes	Yes	No	USD	04/13/2018	38,818.00
		75697	168835	Check	1	6331		VALLEYFAIR	Yes	Yes	No	USD	04/13/2018	5,512.50
		75654	168836	Check	1	13908		VERIZON WIRELESS	Yes	Yes	No	USD	04/13/2018	320.16
		75666	168837	Check	1	15702		VERTIMAX, LLC	Yes	Yes	No	USD	04/13/2018	339.29
		75658	168838	Check	1	14430		VEX ROBOTICS, INC.	Yes	Yes	No	USD	04/13/2018	216.55
		75663	168839	Check	1	15293		VISUAL EDGE INC.	Yes	Yes	No	USD	04/13/2018	36.00
		75653	168840	Check	1	13262	1	WALMART COMMUNITY/GECRB	Yes	Yes	No	USD	04/13/2018	986.03
		75698	168841	Check	1	6575		WILLIAM V. MACGILL & CO.	Yes	Yes	No	USD	04/13/2018	445.11
		75703	168842	Check	1	16003		BEST WESTERN PLUS SHOREVIEW	Yes	No	No	USD	04/18/2018	2,416.55
		75706	168843	Check	1	16006		ACCELERATION BASEBALL CENTER	Yes	Yes	No	USD	04/19/2018	300.00
		75708	168844	Check	1	1137		AMERIPRIDE SERVICES INC.	Yes	Yes	No	USD	04/20/2018	1,349.96
		75735	168845	Check	1	16010		ARTHUR ARLENE	Yes	Yes	No	USD	04/20/2018	75.00
		75745	168846	Check	1	4545		AUTO VALUE PRINCETON	Yes	Yes	No	USD	04/20/2018	84.08
		75712	168847	Check	1	12539		BACKCOURT CLUB	Yes	No	No	USD	04/20/2018	891.00
		75717	168848	Check	1	13449		BACKLUND KAYE	Yes	Yes	No	USD	04/20/2018	75.00
		75733	168849	Check	1	16008		BAKER TERRI	Yes	No	No	USD	04/20/2018	75.00
		75749	168850	Check	1	8012		CHAFFER RONALD	Yes	No	No	USD	04/20/2018	30.00
		75738	168851	Check	1	1799		CITY OF PRINCETON	Yes	Yes	No	USD	04/20/2018	187.54
		75728	168852	Check	1	15917		DAVIS & ASSOCIATES	Yes	No	No	USD	04/20/2018	1,400.00
		75710	168853	Check	1	11656		DEAN FOODS NORTH CENTRAL	Yes	Yes	No	USD	04/20/2018	2,250.27
		75739	168854	Check	1	2270		ECM PUBLISHERS INC.	Yes	Yes	No	USD	04/20/2018	809.52
		75740	168855	Check	1	2278		ECOWATER SYSTEMS	Yes	Yes	No	USD	04/20/2018	23.00
		75724	168856	Check	1	15192		EMPLOYEE BENEFITS CORPORATIC	Yes	Yes	No	USD	04/20/2018	481.60
		75741	168857	Check	1	2955		HANDYMAN'S INC.	Yes	Yes	No	USD	04/20/2018	269.94
		75730	168858	Check	1	15928		HAUBENSCHILD BONNIE	Yes	Yes	No	USD	04/20/2018	85.00
		75721	168859	Check	1	14517		HORIZON COMMERCIAL POOL SUPP	Yes	Yes	No	USD	04/20/2018	262.22
		75742	168860	Check	1	3233		I.S.D. #011	Yes	No	No	USD	04/20/2018	800.00
		75729	168861	Check	1	15922		JENNRICH ANNA	Yes	Yes	No	USD	04/20/2018	85.00
		75716	168862	Check	1	13446		KARLSBURGER FOODS, INC.	Yes	Yes	No	USD	04/20/2018	203.28
		75711	168863	Check	1	11708		MARXHAUSEN SARAH	Yes	Yes	No	USD	04/20/2018	45.00

Princeton Public Schools #477
Check Register by Bank and Check Number

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477	001	75789	168905	Check	1	2460		EVERBIND/MARCO BOOK COMPAN	Yes	No	No	USD	04/27/2018	1,465.51
		75790	168906	Check	1	2557		FLINN SCIENTIFIC INC.	Yes	Yes	No	USD	04/27/2018	610.45
		75810	168907	Check	1	8854		GRAMMOND JAY	Yes	No	No	USD	04/27/2018	225.00
		75791	168908	Check	1	2891	2	GUTHRIE THEATER FOUNDATION	Yes	No	No	USD	04/27/2018	1,141.85
		75792	168909	Check	1	2955		HANDYMAN'S INC.	Yes	No	No	USD	04/27/2018	305.89
		75793	168910	Check	1	3231		HY-TECH AUTOMOTIVE	Yes	No	No	USD	04/27/2018	1,608.09
		75754	168911	Check	1	10909	1	INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	USD	04/27/2018	522.35
		75770	168912	Check	1	14666		JUNCTION BOWL	Yes	No	No	USD	04/27/2018	114.00
		75767	168913	Check	1	14382		KELVIN TECHNOLOGY	Yes	No	No	USD	04/27/2018	2,367.56
		75794	168914	Check	1	3623		KOEHLER & DRAMM INC.	Yes	No	No	USD	04/27/2018	721.70
		75795	168915	Check	1	3701		LAKESHORE	Yes	No	No	USD	04/27/2018	162.93
		75763	168916	Check	1	12647		LOFFLER COMPANIES - 131511	Yes	No	No	USD	04/27/2018	768.00
		75797	168917	Check	1	4107	2	M.C.T.M.	Yes	No	No	USD	04/27/2018	775.00
		75796	168918	Check	1	4028		MARV'S TRUE VALUE	Yes	Yes	No	USD	04/27/2018	2,061.10
		75812	168919	Check	1	9667	2	MID AMERICA SOLUTIONS, INC	Yes	Yes	No	USD	04/27/2018	65.00
		75765	168920	Check	1	12957	1	MIDCONTINENT COMMUNICATIONS	Yes	No	No	USD	04/27/2018	310.46
		75755	168921	Check	1	11477		MINUTEMAN PRESS	Yes	Yes	No	USD	04/27/2018	1,979.54
		75798	168922	Check	1	4362	1	MN HISTORICAL SOCIETY	Yes	No	No	USD	04/27/2018	480.00
		75799	168923	Check	1	4362	1	MN HISTORICAL SOCIETY	Yes	No	No	USD	04/27/2018	630.00
		75761	168924	Check	1	12227		MONOPRICE	Yes	No	No	USD	04/27/2018	140.09
		75809	168925	Check	1	6877		MOORE MEDICAL CORP	Yes	No	No	USD	04/27/2018	774.00
		75779	168926	Check	1	16012		MURRAY ELIZABETH	Yes	No	No	USD	04/27/2018	200.00
		75800	168927	Check	1	4539	2	N.A.S.S.P.	Yes	No	No	USD	04/27/2018	385.00
		75771	168928	Check	1	14671		ONLINEEEL.COM	Yes	No	No	USD	04/27/2018	337.15
		75801	168929	Check	1	4868	1	PAN-O-GOLD BAKING CO.	Yes	Yes	No	USD	04/27/2018	2,120.82
		75760	168930	Check	1	12116		PEAP - AWARDS PROGRAM	Yes	No	No	USD	04/27/2018	293.00
		75773	168931	Check	1	15221	1	PEARSON	Yes	Yes	No	USD	04/27/2018	1,073.07
		75775	168932	Check	1	15592		PEBBLE LAKE GOLF COURSE	Yes	No	No	USD	04/27/2018	100.00
		75758	168933	Check	1	11658		POLAR ELECTRO, INC.	Yes	No	No	USD	04/27/2018	659.60
		75802	168934	Check	1	5139		PRINCETON LANES	Yes	No	No	USD	04/27/2018	97.50
		75803	168935	Check	1	5139		PRINCETON LANES	Yes	No	No	USD	04/27/2018	576.00
		75804	168936	Check	1	5214	1	QUILL CORPORATION	Yes	No	No	USD	04/27/2018	114.29
		75808	168937	Check	1	6317		RESERVE ACCOUNT	Yes	No	No	USD	04/27/2018	2,000.00
		75805	168938	Check	1	5305		RESOURCE TRAINING & SOLUTIONS	Yes	No	No	USD	04/27/2018	378.00
		75777	168939	Check	1	15880		ROAD CASES USA, INC.	Yes	No	No	USD	04/27/2018	773.00
		75764	168940	Check	1	12808		RPMATHLETICS LLC	Yes	No	No	USD	04/27/2018	278.00
		75806	168941	Check	1	5593	5	SCHOOL SPECIALTY INC.	Yes	No	No	USD	04/27/2018	524.89
		75813	168942	Check	1	9686		STAPLES MOTLEY HIGH SCHOOL	Yes	No	No	USD	04/27/2018	240.00
		75753	168943	Check	1	10207		SWEETWATER SOUND, INC.	Yes	No	No	USD	04/27/2018	1,324.53
		75769	168944	Check	1	14477		TEACHERS ON CALL	Yes	No	No	USD	04/27/2018	22,598.71
		75807	168945	Check	1	6149		TIEMENS TOM	Yes	No	No	USD	04/27/2018	95.00

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Check Register by Bank and Check Number

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477	001	75867	168987	Check	1	7479		OSTROOT RICHARD	Yes	No	No	USD	05/04/2018	150.00
		75854	168988	Check	1	16026		PARK RAPIDS AREA SCHOOLS	Yes	No	No	USD	05/04/2018	130.00
		75863	168989	Check	1	5040		PIZZA BARN	Yes	No	No	USD	05/04/2018	138.24
		75848	168990	Check	1	14886		QP PHOTOGRAPHY	Yes	No	No	USD	05/04/2018	384.00
		75842	168991	Check	1	12808		RPM ATHLETICS LLC	Yes	No	No	USD	05/04/2018	554.00
		75868	168992	Check	1	9494	1	SNA	Yes	No	No	USD	05/04/2018	13.00
		75845	168993	Check	1	14477		TEACHERS ON CALL	Yes	No	No	USD	05/04/2018	27,653.29
		75864	168994	Check	1	6149		TIEMENS TOM	Yes	No	No	USD	05/04/2018	30.00
		75869	168995	Check	1	10660		WILD MOUNTAIN	Yes	No	No	USD	05/04/2018	5,417.29
		75925	168996	Check	1	1028	1	ACCURATE LABEL DESIGNS	Yes	No	No	USD	05/15/2018	219.95
		75961	168997	Check	1	16002		ACDC LEADERSHIP	Yes	No	No	USD	05/15/2018	140.00
		75927	168998	Check	1	10795	1	ACE SOLID WASTE, INC	Yes	No	No	USD	05/15/2018	4,050.73
		75993	168999	Check	1	8295	4	ANOKA-RAMSEY COMMUNITY COLLI	Yes	No	No	USD	05/15/2018	8,000.00
		75931	169000	Check	1	12321	1	APEC	Yes	No	No	USD	05/15/2018	168.90
		75994	169001	Check	1	8363	1	APPLE, INC.	Yes	No	No	USD	05/15/2018	49,740.00
		75929	169002	Check	1	11522		ARBOR SCIENTIFIC	Yes	No	No	USD	05/15/2018	150.45
		75932	169003	Check	1	1257		ATTAINMENT COMPANY INC.	Yes	No	No	USD	05/15/2018	617.40
		75959	169004	Check	1	15980		BEACH SARAH RUDELL	Yes	No	No	USD	05/15/2018	4,800.00
		75995	169005	Check	1	8866	1	BLICK ART MATERIALS	Yes	No	No	USD	05/15/2018	19.80
		75964	169006	Check	1	1840		C.M.E.R.D.C.	Yes	No	No	USD	05/15/2018	546.64
		75962	169007	Check	1	1668		CARL E. JOHNSON PLBG & HTG	Yes	No	No	USD	05/15/2018	1,643.50
		75975	169008	Check	1	3954	4	CDW-G INC	Yes	No	No	USD	05/15/2018	265.80
		75963	169009	Check	1	1721		CENTRAL MCGOWAN INC.	Yes	No	No	USD	05/15/2018	1,442.78
		75954	169010	Check	1	15724		CLIMATE MAKERS INC	Yes	No	No	USD	05/15/2018	9,580.00
		75924	169011	Check	1	10069		DALCO	Yes	No	No	USD	05/15/2018	11,651.78
		75940	169012	Check	1	13599		DARRYL WALETZKO LLC	Yes	No	No	USD	05/15/2018	11,050.00
		75930	169013	Check	1	12028		DECKER EQUIPMENT	Yes	No	No	USD	05/15/2018	146.81
		75965	169014	Check	1	2146		DICK BLICK	Yes	No	No	USD	05/15/2018	7.62
		75966	169015	Check	1	2255	4	EASTBAY, INC.	Yes	No	No	USD	05/15/2018	240.00
		75967	169016	Check	1	2270		ECM PUBLISHERS INC.	Yes	No	No	USD	05/15/2018	221.95
		75958	169017	Check	1	15976		ECO SHRED MN, INC.	Yes	No	No	USD	05/15/2018	101.00
		75996	169018	Check	1	9068		EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	05/15/2018	332.77
		75955	169019	Check	1	15914		EEC ACQUISITION, LLC	Yes	No	No	USD	05/15/2018	499.91
		75968	169020	Check	1	2331		EGAN COMPANY	Yes	No	No	USD	05/15/2018	6,083.90
		75952	169021	Check	1	15318		EKON-O-PAC	Yes	No	No	USD	05/15/2018	452.00
		75969	169022	Check	1	2363		ELECTRIC MOTOR SERVICE INC	Yes	No	No	USD	05/15/2018	324.30
		75947	169023	Check	1	14833		FASTBRIDGE LEARNING	Yes	No	No	USD	05/15/2018	299.00
		75970	169024	Check	1	2557		FLINN SCIENTIFIC INC.	Yes	No	No	USD	05/15/2018	120.80
		75942	169025	Check	1	14049		FUN EXPRESS, LLC	Yes	No	No	USD	05/15/2018	125.44
		75971	169026	Check	1	2775		GOPHER	Yes	No	No	USD	05/15/2018	270.00
		75972	169027	Check	1	2778	1	GOPHER STATE ONE CALL INC	Yes	No	No	USD	05/15/2018	7.95

Princeton Public Schools #477
Check Register by Bank and Check Number

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477	001	75989	169069	Check	1	6508		WESTERN PSYCHOLOGICAL SERV	Yes	No	No	USD	05/15/2018	235.40
Bank Total: 001														
Report Total:														
\$717,159.46														
\$717,159.46														

Princeton Public Schools - ISD #477

Wire Transfer Report

May 15, 2018

<u>Date:</u>	<u>Amount:</u>	<u>Description:</u>
4/13/2018	\$ 571,119.10	ACH File Transfer
4/13/2018	\$ 188,699.72	Federal Tax Wire Transfer
4/13/2018	\$ 32,071.89	State Tax Wire Transfer
4/13/2018	\$ 13,838.64	Select Account HSA
4/13/2018	\$ 91,288.70	TRA File Transfer
4/13/2018	\$ 36,778.73	PERA File Transfer
4/13/2018	\$ 241.50	MN Child Support File Transfer
4/13/2018	\$ 39,193.01	TSA File Transfer
4/30/2018	\$ 600,210.19	ACH File Transfer
4/30/2018	\$ 197,276.27	Federal Tax Wire Transfer
4/30/2018	\$ 33,009.44	State Tax Wire Transfer
4/30/2018	\$ 13,838.64	Select Account H S A
4/30/2018	\$ 96,889.44	TRA File Transfer
4/30/2018	\$ 35,103.89	PERA File Transfer
4/30/2018	\$ 241.50	MN Child Support File Transfer
4/30/2018	\$ 38,899.63	TSA File Transfer
5/4/2018	\$ 11,207.82	BMO Harris Bank - (Pcards)
5/2/2018	\$ 582.00	MN Revenue - (Sales tax)
4/5/2018	\$ 5,197.85	SelectAccount
4/12/2018	\$ 3,024.14	SelectAccount
4/19/2018	\$ 3,815.58	SelectAccount
4/20/2018	\$ 378.05	SelectAccount
4/26/2018	\$ 1,014.31	SelectAccount
	\$	
TOTAL	\$ 2,013,920.04	

**PRINCETON PUBLIC SCHOOLS
TREASURER'S REPORT
MONTHLY CASH FLOW REPORT FOR APRIL 2018**

FUND	BEGINNING BALANCE	MONTHLY RECEIPTS	MONTHLY DISBURSEMENTS	JOURNAL ENTRIES	ENDING BALANCE
01 General	10,997,125.75	3,686,075.03	2,767,540.24	(2,748.45)	11,915,660.54
02 Food Service	478,340.34	173,434.56	178,977.23	(1,304.05)	472,797.67
04 Community Service	462,031.16	112,333.43	113,795.52	(974.76)	460,569.07
06 Building Fund	65,936.51	83.91	0.00	0.00	66,020.42
07 Debt Service	674,806.19	559.42	0.00	0.00	675,365.61
10 Activities	153,220.72	55,782.51	32,455.56	(1,862.80)	176,547.67
TOTAL	12,831,460.67	4,028,268.86	3,092,768.55		13,766,960.98

Bank Accounts

AP/PR Account (Bremer)	580,770.69
MSDLAF+	3,360,219.07
Investments (Fd01)	9,982,961.54
Investments (Fd06)	<u>66,020.42</u>
	13,989,971.72
O/S Accts Pay Checks	(127,507.10)
O/S Payroll Checks	(13,050.17)
O/S Wires	(85,989.21)
NSF Checks	<u>3,535.74</u>
TOTAL	13,766,960.98

2018-2019 CELL PHONE REIMBURSEMENT AMOUNTS

CELLULAR DEVICE REIMBURSEMENT CHOICES- (There is no change to the amounts from the past year.)

CELLULAR DEVICE WITH NO DATA PLAN REQUIRED

\$45.00

CELLULAR DEVICE WITH DATA PLAN REQUIRED

\$90.00

This reimbursement is paired with a district procedure that gives guidance on requesting a cellular device reimbursement. Generally, Administrators, Custodial, and Technology staff are expected to have a level of communication outside the district or between buildings because of their job duties.

2018-2019 EVENT WORKERS PAY					
LOCAL OFFICIALS			LOCAL EVENT WORKERS		
VOLLEYBALL			TICKET TAKERS/SELLERS	\$26.49	Teacher Contract
JV	\$70.00		TICKET TAKERS/SELLERS	\$9.65/HOUR/Min. Wage	Hourly Staff
9TH GRADE	\$55.00		VARSITY ANNOUNCER ALL SPORTS	\$30.00	
8TH GRADE	\$55.00		V/JV/9 CLOCK OPERATOR	\$40.00	
7TH GRADE	\$55.00		V/JV SCOREBOOK	\$30.00	
			V/JV VOLLEYBALL LINES	\$30.00	
BASKETBALL			SWIM TABLE WORKERS	\$40.00	
JV	\$70.00		VARSITY FOOTBALL CHAINS	\$30.00	
9TH GRADE	\$55.00		TRACK EVENT WORKERS	\$45.00	
8TH GRADE	\$55.00		CROSS COUNTRY WORKERS	\$45.00	
7TH GRADE	\$55.00		EVENT SUPERVISORS	\$50.00	
			FOOTBALL PATROLLERS	\$50.00	
BASEBALL			MUSIC USHERS	\$45.00	
JV	\$70.00		ACTIVITIES(OTHER) & ATHLETIC TRAINERS	\$25.00	Hourly
9TH GRADE	\$55.00		STARTER-TRACK	\$150.00	
8TH GRADE	\$55.00				
7TH GRADE	\$55.00				
			Event Worker fees are approved yearly. We have a slight change in the Ticket Taker Hourly pay as minimum wage is increasing to \$9.65 per year and will adjust to the minimum wage change on January 1, 2019,		
SOFTBALL					
JV	\$70.00				
9TH GRADE	\$55.00				
8TH GRADE	\$55.00				
7TH GRADE	\$55.00				
Note the section sets varsity level officials rate of pay					

AT-WILL EMPLOYMENT AGREEMENT
Director of Human Resources 2018-2020

This At-Will Employment Agreement (“Agreement”) is entered into by and between the Independent School District No. 477 (“District”) and Jason Senne (“Employee.”) The District and the Employee are collectively referred to as “the parties.”

WHEREAS, the parties desire to enter into an employment agreement governing the terms and conditions of the Employee’s employment with the District;

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises and agreements contained in this Agreement, the parties hereby agree as follows:

1. At-Will Employment. Employee, on an at-will basis, will perform the duties as Director of Human Resources. Because this is an at-will position, the District may discipline employee as the District sees fit. The District may also discharge the employee and unilaterally terminate this Agreement as the District sees fit. The District is not required to provide advance notice or show cause in connection with disciplining or discharging the employee from employment or in connection with terminating this Agreement. The employee may resign from the District at any time and for any reason.

2. Duration. This Agreement establishes the terms and conditions of employment that will apply to employee’s employment until June 30, 2020, provided that neither party exercises its right to terminate this Agreement or the employment relationship before that date. This Agreement will immediately terminate if either party exercises its right to terminate the employment relationship. This Agreement will automatically expire and the employment relationship will automatically end on June 30, 2021 unless the parties enter into a new written agreement extending the employment relationship beyond that date. A work/contract year is defined as July 1 to June 30th each year.

3. Non -Exempt Status. This position is a full-time position with exempt status under the Fair Labor Standards Act. The regular workday will be eight (8) hours in length, but employee is expected to work the number of hours necessary to perform the job duties and to meet the professional expectations of the job. In light of the exempt status of the position, hours worked in excess of a forty-hour workweek will not result in any overtime pay. Regular attendance is an essential function of the job.

4. Job Duties. Employee must faithfully perform all duties that are described in the attached job description. In addition, employee must faithfully perform all services the District prescribes or assigns to employee, regardless of whether those services are specifically described in this Agreement or in the related job description. Regular and prompt attendance is an essential function of this position.

5. Duty to Comply with Laws and Policies. Employee must comply with all applicable federal and state laws. Employee must also comply with all rules, regulations, and policies of the District and the State of Minnesota, including those rules, regulations, and policies that currently exist and any that are established or amended during the term of this Agreement.

6. Duty of Loyalty. Employee agrees to perform the job duties diligently, in good faith, and to the best ability with loyalty to the District. Employee must devote full time and due diligence to the affairs and the activities of the District. Employee may not, directly or indirectly, participate in any action or conduct that conflicts in any respect with the interests of the District, and employee may not engage or participate in any action or conduct that is inconsistent with the District's policies or actions, duties for this position, the basic educational mission of the District, or the desired image of the District.

7. Outside Activities. Employee must obtain written approval from the District before performing any educationally related service or activity for another person, entity, or organization in exchange for compensation. With prior written approval from the Supervisor, employee may engage in other compensated activities if such activities do not impede on the employee's ability to perform the duties for the District. Employee may not directly or indirectly use District time, property, or resources for the benefit of another person, entity, or organization that is compensating the employee.

8. Choice of Law and Severability. This Agreement is governed by the laws of the State of Minnesota. If any part of this Agreement is construed to be unenforceable or in violation of any applicable law, the remaining portions of the Agreement will remain in full **force and effect**.

9. Claims against the District: The District will select the insurance carrier and the insurance plan for all types of insurance identified in this Agreement. At any time the District may change the insurance carrier and/or the insurance plan that it selects, subject to any applicable laws. Any description of insurance benefits in this Agreement is intended to be informational only. The Employee agrees that she may not bring any action against the District for any claim that is not covered or paid by any type of insurance described or mentioned in the Agreement, including group health insurance, LTD insurance, or life insurance. The District is not promising or guaranteeing that any particular claim will be paid or covered by insurance, or that any specific

amount or benefit will be provided under any insurance policy. The District's only obligation is to select an insurance plan and to make the premium contributions that are described in this Agreement, provided that the Employee is enrolled in and meets the terms established by the plan selected by the District. The eligibility and coverage of the Employee and any dependents will be governed entirely by the terms of the applicable insurance policy. Subject to any applicable requirements of federal or state law, the District's obligation to make any contribution toward the cost of any premium will cease immediately upon termination of the Agreement.

No Additional Compensation: If the Employee declines to participate in any insurance plan selected by the District, or if he/she does not meet the terms established by an insurance plan selected by the District, the Employee may not make any claim against the District for additional compensation in lieu of, or in addition to, the District's contribution toward the premium for coverage.

10. Inclement Weather: Employee will follow the Principal CBA (Collective Bargaining Agreement) Article V, Section 5, Subd.2 Inclement Weather.

11. Salary. The District will pay employee a gross annual salary of \$102,500.00 for the 2018-2019 school year and \$105,575.00 for the 2019-2020 school year in consideration for faithfully performing the job duties. The District will pay this gross annual salary in equal installments, less applicable withholdings and deductions, based on the District's regular payroll schedule. Each installment will be made after the period in which the salary was earned. If this Agreement is terminated during the middle of a pay period, the salary paid to employee for that period will be prorated and decreased to reflect the number of days actually worked. The employee authorizes the District to make payroll deductions for paying the Employee's TRA contribution and the Employee's health and dental insurance premium contribution, if applicable. In the event of a payroll error that results in an overpayment, the District may correct the error by withholding monies from the Employee's future paycheck(s) until the amount of the overpayment is captured. The District's obligation to make any payments under that Agreement will cease immediately in the event that the Employee resigns or his/her employment is terminated for any reason.

12. Work Year. Will consist of 220 duty days, with the specific days being determined by the District. In addition, employee must be on duty during any emergency, natural or unnatural, unless otherwise excused by the Supervisor.

13. Holidays. Employee shall be entitled to eleven (11) paid holidays each contract year as follows: Independence Day, Labor Day, Thanksgiving and the Friday after Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Years Day, Presidents Day (only if no school), Good Friday, and Memorial Day.

14. Sick Leave. Employee will accrue sick leave at the same rate as the current Principal CBA under Article VI Leaves, Section 2 Sick Leave. Unused sick leave days may accumulate to the maximum number of days specified in the Principal CBA. Upon termination of this Agreement, employee is not entitled to any compensation for any unused days of sick leave.

15. Personal Leave. Employee will follow personal leave that is specified in the current Principal CBA under Article VI Leaves, Section 4 Personal Leave. Upon termination of this Agreement, employee is not entitled to any compensation for any unused days of personal leave.

16. Emergency Leave. Employee will follow emergency leave that is specified in the current Principal CBA under Article VI Leaves, Section 3 Emergency Leave. Upon termination of this Agreement, employee is not entitled to any compensation for any unused days of emergency leave.

17. Medical Leave: If Employee is unable to perform duties because of illness or disability and has exhausted all sick leave credit available or has become eligible for long-term disability compensation, the employee shall, upon request, be granted a medical leave of absence up to one (1) year in duration without pay. The school board may, in its discretion, extend such a leave upon written request. A request for medical leave of absence or extension thereof pursuant to this section shall be accompanied by a written doctor's statement outlining the condition of health and estimated time at which the employee is expected to be able to assume normal responsibilities. Employee, when on medical leave of absence, is eligible to continue to participate in group insurance programs as permitted under the insurance policy provisions, but shall pay the entire premium for such programs chosen to be retained, commencing with the beginning of the leave.

18. Group Health and Hospitalization Insurance. Employee will receive the District health insurance contribution rates that are specified in the current Principal CBA under Article VII Fringe Benefits, Section 9, Health Insurance. To the extent the cost of the monthly premium exceeds the amount of the District's contribution, employee must pay the remaining amount of the premium through payroll deduction.

19. Dental Insurance. Employee will receive the District dental insurance contribution rates that are specified in the current Principal CBA under Article VII Fringe Benefits, Section 10, Dental Insurance. To the extent the cost of the monthly premium exceeds the amount of the District's contribution, employee must pay the remaining amount of the premium through payroll deduction.

20. Group Term Life Insurance. Employee will receive the District life insurance contribution rates that are specified in the current Principal CBA under Article VII Fringe Benefits, Section 6, Life Insurance.

21. Long-Term Disability Insurance. Employee will follow the current Principal CBA for long term disability insurance under Article VII Fringe Benefits, Section 2, Income Protection (LTD).

22. Liability Insurance: The District shall provide an errors and omissions liability insurance policy covering the employee in the amount not less than statutory limits.

23. Tax Sheltered Plan. Employee will receive the District 403(b) contribution rates that are specified in the current Principal CBA under Article VII Fringe Benefits, Section 11, Tax-Deferred Matching Plan.

24. Tax-Sheltered Annuities: Employee is eligible to participate in a Tax Deferred Annuity Program established by the employer. All federal and state regulations are to be followed as advocated in tax sheltered programs. Applications must be received and processed within 60 days of employment or October 1, in order to become effective during that given year.

25. Professional Dues/Membership. Employee will follow the current Principal CBA for Professional Dues under Article VII Fringe Benefits, Section 7, Professional Dues.

26. Conferences and Travel. Employee will follow the current Principal CBA for travel under Article VII Fringe Benefits, Section 4, Expense Reimbursement.

27. Entire Agreement. This Agreement constitutes the entire agreement between employee and the District. No party has relied upon any statements or promises that are not set forth in this Agreement. The terms of this Agreement are contractual and supersede any and all prior agreements between the parties and any inconsistent provisions in any employee handbooks or policies. Employee understands and agrees that any handbooks or policies adopted by the District do not create an express or implied contract. No waiver or modification of any provision of this Agreement is valid unless it is in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have voluntarily entered into this Agreement on the dates shown above their signatures. This Agreement will not become effective unless and until it is approved by the District's School Board and is signed by both parties.

EMPLOYEE I have subscribed my signature this ___ day of _____, 2018.

Director of Human Services

DISTRICT I have subscribed my signature this ___ day of _____, 2018.

School Board Chair

SUPERINTENDENT'S EMPLOYMENT CONTRACT

Pursuant to Minnesota Statutes section 123B.143 (2015), the School Board of Independent School District No. 477, Princeton ("District" or "School Board") enters into this employment contract ("Contract") with Ben Barton ("Superintendent"). In consideration of the mutual promises contained in this Contract and for other valuable consideration, the sufficiency of which is acknowledged, the District and the Superintendent agree as follows:

ARTICLE I DURATION AND TERMINATION

Section 1: Duration. This Contract is for a term of three (3) years beginning on July 1, 2018 and ending on June 30, 2021. This Contract will remain in full force and effect unless it is modified by mutual written consent of the School Board and the Superintendent, or unless the Board discharges the Superintendent in accordance with this Contract.

Section 2: Expiration. This Contract will automatically expire on June 30, 2021. When this Contract expires neither party will have any further claim against the other and the District's employment of the Superintendent will automatically end, unless the District and the Superintendent enter into a subsequent employment contract in accordance with Minnesota Statutes section 123B.143. At the Superintendent's written request, the School Board will evaluate the Superintendent's performance between six to nine months before the expiration of this Contract.

Section 3: Termination During the Term. During the term of this Contract, the District may immediately discharge the Superintendent and thereby terminate this Contract based on any of the grounds stated in Minnesota Statutes section 122A.40, subdivisions 9 or 13. If the School Board votes to discharge the Superintendent from employment during the term of this Contract, the Board must give the Superintendent written notice of the grounds for discharge. The Superintendent is entitled to a hearing before an arbitrator to challenge whether the asserted grounds for discharge exist. To exercise this right, the Superintendent or the Superintendent's representative must mail or hand-deliver a written request for arbitration to the School Board Chair within ten (10) calendar days after receiving written notice of the grounds for discharge. If the Superintendent or a representative makes a timely request for a hearing, the parties may attempt to mutually agree on an arbitrator. If the parties cannot mutually agree on an arbitrator within five calendar days, the District will petition the Minnesota Bureau of Mediation Services ("BMS") for a list of five arbitrators. Within ten calendar days after receiving the list, the parties (or their representatives) will select an arbitrator from the list by using an alternating striking process. The arbitrator must conduct a hearing and issue a written decision within sixty (60) calendar days after being selected by the parties, unless the parties agree to extend the timeline. The arbitrator's decision will be final and binding upon the parties, subject to judicial review of arbitration decisions as provided by law. If the Superintendent or the Superintendent's representative fails to mail or hand-deliver a written request for arbitration to the School Board Chair within ten calendar days, the Superintendent will be deemed to have acquiesced to the discharge, and the Superintendent will have no further right to challenge the discharge or to bring a claim against the District.

Section 4: Mutual Consent. This Contract may be terminated at any time by the mutual consent of the School Board and the Superintendent.

Section 5: Superintendent's Option. The Superintendent may terminate this Contract at any time by providing written notice to the School Board one hundred fifty (150) calendar days in advance of the date of termination. If the Superintendent terminates this Contract with less than one hundred fifty calendar days notice, the Superintendent must pay the District liquidated damages in the amount of seven thousand five hundred dollars (\$7,500).

Section 6: Limited Application of Minnesota Statutes Section 122A.40. Except as explicitly stated in this Contract, the provisions of Minnesota Statutes section 122A.40 do not apply to the District's employment of the Superintendent or to this Contract. The Superintendent does not have any continuing contract rights under Minnesota Statutes section 122A.40. By operation of law, Minnesota Statutes section 122A.40, subdivisions 3 and 19 apply to the Superintendent's employment with the District. In addition, the parties mutually agree that Minnesota Statutes section 122A.40, subdivision 12, relating to suspension and leave of absence for health reasons, will apply to the Superintendent's employment with the District.

ARTICLE II RESPONSIBILITIES

Section 1: Licensure. Throughout the term of this Contract, the Superintendent must hold a valid and appropriate license to work as a superintendent in the State of Minnesota. The Superintendent must provide a copy of his superintendent's license to the District's Director of Human Resources before July 1 of each year this Contract is in effect.

Section 2: Compliance with Laws and Policies. The Superintendent must comply with all applicable federal and state laws. The Superintendent must comply with all rules, regulations, and policies of the School Board and the State of Minnesota, including those rules, regulations, and policies that currently exist and any that are established or amended during the term of this Contract.

Section 3: Assigned Duties. The Superintendent must faithfully perform all services that the School Board prescribes or assigns to the Superintendent, regardless of whether those services are specifically described in this Contract or in a general job description. At any time during the term of this Contract, the School Board may place the Superintendent on paid administrative leave. Regular and prompt attendance is an essential function of the Superintendent's job.

Section 4: Basic Duties. The Superintendent will have charge of the administration of the schools under the direction of the School Board. Toward that end, the Superintendent will perform the following functions: serve as the chief executive officer of the School District; direct and assign teachers and other District employees under the Superintendent's supervision; organize, reorganize and arrange the administrative and supervisory staff, including instruction and business affairs, as best serves the District, but subject to the approval of the School Board; select all personnel subject to the approval of the School Board; recommend policies, regulations, rules and procedures that are necessary for the District; visit and supervise the schools in the District; report and make recommendations about the condition of the schools in the District when advisable or at the Board's request; to the extent required by law, annually evaluate each school principal assigned responsibility for supervising a school building in the District; superintend school grading practices

and examinations for promotions; make reports that are required by the Commissioner of the Minnesota Department of Education; and perform all duties incident to the office of the Superintendent. The Superintendent will serve as an ex-officio member of the School Board and all School Board committees, and will provide administrative recommendations on each item of business considered by each of these groups.

ARTICLE III COMPENSATION

Section 1: Basic Salary. The District will pay the Superintendent a gross annual salary of one hundred sixty-four thousand dollars and zero cents (\$164,000.00) for the 2018-2019 school year; one hundred sixty-eight thousand, nine-hundred and twenty dollars and zero cents (\$168,920.00) for the 2019-2020 school year; and one hundred seventy-three thousand, and nine hundred and eighty-eight dollars and zero cents (\$173,988) for the 2020-2021 school year. During each school year covered by this Contract, the District will pay the Superintendent his gross annual salary in equal installments, less applicable withholdings and deductions, based on the District's regular payroll schedule for administrators in the District. The Superintendent authorizes the District to make ordinary payroll deductions, including payment of the Superintendent's TRA contribution. In the event of a payroll error that results in an overpayment, the District may correct the error by withholding monies from the Superintendent's future paycheck(s) until the amount of the overpayment is captured. The District's obligation to make any payments under that Agreement will cease immediately in the event that the Superintendent resigns or his employment is terminated for any reason.

Section 2: TSA Matching Payments. The Superintendent may determine the amount of the salary identified in Section 1, above, that he would like to receive as salary and the amount that he would like to have the District place in a tax sheltered annuity ("TSA") through the District approved 403(b) vendors. The Superintendent must complete a salary reduction authorization no later than June 1 of each year. To the extent permitted by law, the District will match the Superintendent's contributions to a qualifying TSA on a dollar-for-dollar basis, up to a maximum of nine thousand, two-hundred and fifty dollars and zero cents (\$9,250.00) during each school year covered by this Contract. Once the District has made a matching payment to the TSA, the matching payment will become the property of the Superintendent. However, if the Superintendent terminates this Contract pursuant to Article I, Section 5, the District will not be required to provide any additional matching payments after receiving written notice of the Superintendent's intent to terminate. Similarly, if the District decides to discharge the Superintendent, the District will not be required to make any additional matching payments after voting to discharge the Superintendent.

Section 3: Responsibility for TSA Compliance. The Superintendent and the annuity companies involved are solely responsible for ensuring that the TSA complies with Section 403(b) of the Internal Revenue Code, as amended, and Minnesota law. The Superintendent hereby waives any right that he might otherwise have to bring a claim against the District for any issue related to whether the TSA complies with Section 403(b) of the Internal Revenue Code, as amended, and Minnesota law. The Superintendent also waives any right that he might otherwise have to demand direct payment to him of the amount that he identifies for contribution to the TSA. The District's only obligation under Article III, Sections 2 and 3, is to make the specified contributions to the TSA.

**ARTICLE IV
BASIC WORK YEAR**

Section 1: Basic Work Year. The position of superintendent has exempt status under the Fair Labor Standards Act. The Superintendent’s duty year is twelve months in length and runs from July 1 through June 30 of each school year covered by this Contract. The Superintendent’s duty year consists of 260 duty days, less paid time off and paid holidays. The Superintendent must perform services on those legal holidays on which the School Board is authorized to conduct school, if the School Board so determines. The Superintendent must be on duty during any emergency, natural or unnatural, unless otherwise excused in accordance with School Board administrative policy.

Section 2: Paid Time Off. The Superintendent will accrue three days of paid time off (“PTO”) on the 1st of the month that he performs services during the term of this Contract. The Superintendent may accumulate up to 108 days of PTO during the term of this Contract. The Superintendent must complete the appropriate documentation for each day of PTO he uses and must obtain prior approval from the School Board Chair before taking more than ten (10) consecutive days of PTO, unless the PTO is being utilized for a leave taken pursuant to the Family Medical Leave Act (“FMLA”).

The Superintendent will be compensated for two (2) days of unused PTO, at his daily rate of pay, at the end of each fiscal year. (June 30)

Section 3: Paid Holidays. The Superintendent is entitled to eleven (11) paid holidays each Contract year. Unless otherwise designated by the School Board, the paid holidays will be:

- | | |
|------------------------|-------------------------------------|
| Independence Day | New Year’s Eve Day |
| Labor Day | New Year’s Day |
| Thanksgiving Day | President’s Day (only if no school) |
| Day after Thanksgiving | Good Friday |
| Christmas Eve Day | Memorial Day |
| Christmas Day | |

**ARTICLE V
INSURANCE**

Section 1: Health and Hospitalization. The District will select and offer at least one group health and hospitalization insurance plan to the Superintendent. The District will pay the full amount of the monthly premium regardless of whether the Superintendent elects single or family coverage. If the Superintendent elects single or family coverage within a HSA (Health Savings Account), the District will contribute the maximum contribution amount allowed by the IRS for each calendar year into his HSA account. In the event that this provision or any other provision of this Contract causes penalties, fees, or fines to be assessed against the District, the parties agree to reopen negotiations for the purpose of reaching agreement on a revised Contract between the parties that eliminates or reduces penalties, fees, or fines to be assessed against the District. The amount of any

reduction in the District’s contribution toward the Superintendent’s healthcare benefits as a result of addressing the “highly compensated employee” component of the Affordable Care Act will be placed into another District provided benefit (such as a HRA or salary), as agreed upon between the parties.

Section 2: Dental. The District will select and offer at least one dental plan. The District will pay the full amount of the monthly premium for dental insurance regardless of whether the Superintendent elects single or family coverage.

Section 3: Life Insurance. The District will select and offer a group term life insurance policy with a maximum death benefit of three hundred and fifty thousand dollars and zero cents (\$350,000). This paragraph will not apply unless the Superintendent qualifies for and enrolls in the plan that is offered by the District. During the term of this Agreement, the District will pay the full amount of the monthly premium for the policy offered by the District. The life insurance policy will be payable to the Superintendent’s named beneficiary.

Section 4: Long Term Disability Insurance. The District will pay the full amount of the monthly premium for a long-term disability (“LTD”) insurance plan selected by the District for the Superintendent. The plan will provide a benefit of two-thirds (2/3) of the Superintendent’s gross monthly salary up to a maximum benefit of ten thousand dollars and zero cents (\$10,000.00) per month with a waiting period of not more than ninety (90) calendar days. The District will select the LTD insurance carrier and the plan.

Section 5: Claims Against the District. The District is not promising or guaranteeing that any particular claim will be paid or covered by insurance. The District’s only obligation is to select an insurance plan and make the premium contributions that are stated in this Contract. The eligibility and coverage of the Superintendent and any dependents will be governed entirely by the terms of the applicable insurance policy. No claim may be made against the District as a result of the denial of a claim or the denial of any insurance benefits if the District has purchased the policies and paid the premiums described in this Article. Subject to any applicable requirements of federal or state law, the District’s obligation to make any contribution toward the cost of any insurance premium described in this Article will cease immediately upon the expiration of this Contract or in the event that the Superintendent’s employment ends for any reason.

ARTICLE VI PROFESSIONAL GROWTH AND REIMBURSEMENT

Section 1: Professional Growth Conferences and Meetings. The School Board recognizes the importance of having the Superintendent attend and participate in conferences and meetings for professional growth. Accordingly, the Superintendent is encouraged and expected to attend appropriate professional meetings at the local, state, and national level. The District will pay, or reimburse the Superintendent for, all valid, reasonable, and necessary expenses associated with the Superintendent’s travel to and attendance at such conferences and meetings whenever his attendance is required or permitted by the School Board or the School Board Chair. The Superintendent must periodically report to the School Board about the meetings and conferences he has attended. To receive reimbursement for expenses, the Superintendent must file itemized expense statements in compliance with School Board policy and law. Notwithstanding any other

provision in this Contract, the Board in its sole discretion may limit the number and type of conferences and meets the Superintendent may attend at District expense.

Section 2: Dues. The District will pay the Superintendent's professional dues to the American Association of School Administrators, the Minnesota Association of School Administrators, and one additional organization of the Superintendent's choice. The District will also pay the dues for the Superintendent to be a member of civic organizations and service organizations that are mutually agreed upon by the Superintendent and the School Board Chair.

Section 3: Business Expenses. The District will reimburse the Superintendent for reasonable and necessary expenses that he incurs in the course of conducting District business. To obtain reimbursement, the Superintendent must file itemized expense statements in compliance with School Board policy and law. The School Board retains the ultimate discretion to approve or deny any expense that was not approved in advance. Accordingly, the Superintendent is encouraged to seek approval for significant expenses in advance of incurring the expense.

Section 4: Automobile Mileage Reimbursement. The School Board recognizes that the Superintendent must occasionally travel for District business. Pursuant to Minnesota Statutes section 471.665, subdivision 1, the District will reimburse the Superintendent at the applicable IRS rate per mile for travel undertaken for District business in his personal vehicle. This paragraph does not apply to miles driven to and from work. To obtain reimbursement, the Superintendent must file itemized expense statements in compliance with School Board policy and law.

ARTICLE VII MISCELLANEOUS

Section 1: Outside Activities. Although the Superintendent must devote full time and due diligence to the affairs and the activities of the District, he may also serve as a consultant to other Districts or educational agencies, lecture, engage in writing and speaking activities, and engage in other activities, if the School Board Chair determines that such activities do not impede the Superintendent's ability to perform his duties as the District's superintendent. The Superintendent may not engage in other employment, consultant service, or other activity for which a salary, fee, or honorarium is paid without the prior approval of the School Board.

Section 2: Indemnification and Provision of Counsel. In the event that an action is brought or a claim is made against the Superintendent arising out of or in connection with his employment and he is acting within the scope of employment or official duties, the District will defend and indemnify the Superintendent to the extent required by law. Indemnification, as provided in this Section, will not apply in the case of malfeasance in office or willful or wanton neglect of duty. In addition, the District's obligation to defend and indemnify the Superintendent is subject to the limitations stated in Minnesota Statutes Chapter 466 and the case law interpreting that statute.

Section 3: Jury Duty. If the Superintendent serves on jury duty during the term of this Contract, he will receive full pay from the District, without deduction from accumulated vacation or sick leave.

Section 4: Mandatory Disclosure. Before entering into this Contract, the Superintendent must disclose, in writing, the existence and terms of any buyout agreement, including amounts and the purpose for the payments, relating to his contract with another school board. For purposes of this Contract, a “buyout agreement” is any agreement under which the Superintendent was employed as a superintendent; left before the term of the contract was over; and received a sum of money, something else of value, or the right to something of value for some purpose other than performing the services of a superintendent. The failure to make such a disclosure will render this Contract void as a matter of law.

Section 5: Severability. If a court of law determines that any provision of this Contract is invalid or unenforceable by operation of law, the remainder of the Contract will remain in full force and effect.

Section 6: Entire Agreement. This Contract constitutes the entire agreement between the parties relating to the District’s employment of the Superintendent. Neither party has relied upon any statements or promises that are not set forth in this document. This Contract supersedes any and all prior agreements between the parties and any inconsistent provisions in any employee handbook or District policy. The Superintendent understands and agrees that any handbooks, manuals, or policies adopted by the District do not create an express or implied contract between the District and the Superintendent. No waiver or modification of any provision of this Contract will be valid unless it is in writing and signed by both parties. A copy of this Contract will have the same legal effect as the original.

IN WITNESS WHEREOF, the parties have voluntarily entered into this Contract on the dates shown below. This Contract will not become effective unless and until the District approves it’s School Board and signed by both parties.

I have subscribed my signature
this ___ day of _____, 2018.

Superintendent

I have subscribed my signature
this ___ day of _____, 2018

I have subscribed my signature
this ___ day of _____, 2018.

School Board Chair

School Board Clerk



ADDENDUM TO COMMERCIAL PURCHASE AGREEMENT: COUNTEROFFER

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1. Date 4/30/18
2. Page 1

3. Addendum to Purchase Agreement between parties, dated 4/26, 2018, pertaining
4. to the purchase and sale of the Property located at 315 7th Lane NE
5. Cambridge MN 55008

6. This Counteroffer does not include the terms or conditions in any previous Counteroffer(s).
7. The Purchase Agreement is rejected and the following Counteroffer is hereby made. All terms and conditions remain
8. the same, as stated in the Purchase Agreement, except the following:

- 9. (Select appropriate changes from original offer.)
10. [X] Sale price shall be \$ 237,500.00
11. [X] Earnest money shall be a total of \$ 2,500.00
12. [X] Closing date shall be on or before June 27th 15th 2018

13. [X] Other:
14.
15. - Lines 94-96 of Purchase agreement to read
16. 14 days, and from Rupp, Anderson, Squires and
17. Waldspurger.

18.
19.
20. - Line 121 of Addendum to Commercial Purchase
21. Agreement: Due Diligence to read 15 days.

22.
23. Closing is contingent on the three selling school district boards
24. taking final action accepting the terms of the purchase
25. agreement.



ADDENDUM TO COMMERCIAL PURCHASE AGREEMENT: COUNTEROFFER

32. Page 2

33. Property located at 315 7th Lane NE Cambridge MN 55008
34.
35.
36.
37.
38.
39.
40.
41.
42.
43.
44.
45.

46. SELLER Princeton School District, St. Francis School District, and Cambridge Isanti School District

BUYER

47. _____

48. By: [Authentisign Julia Espe 5/4/2018 8:21:58 AM CDT On behalf of sellers]

By: [Signature]

49. Its: _____ (Title)

Its: _____ (Title)

50. 05/04/2018 (Date)

_____ (Date)

51. SELLER

BUYER

52. _____

53. By: _____

By: _____

54. Its: _____ (Title)

Its: _____ (Title)

55. _____ (Date)

_____ (Date)

56. ATTACH ONLY THE FINAL COUNTEROFFER ADDENDUM TO THE PURCHASE AGREEMENT.

57. THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYER(S) AND SELLER(S).
58. IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.



RE/MAX RESULTS

COMMERCIAL PURCHASE AGREEMENT

This form approved by the Minnesota Association of REALTORS® and the Minnesota Commercial Association of REALTORS®, which disclaims any liability arising out of use or misuse of this form. © 2017 Minnesota Association of REALTORS®, Edina, MN

1. Page 1 Date 4/26/2018

2. BUYER (S): B's Adult Day Center, LLC
3. Brandy Herbat, President

4. Buyer's earnest money in the amount of _____
5. One Thousand Dollars

6. (\$ 1,000.00) shall be delivered no later than two (2) Business Days after
7. Final Acceptance Date of this Purchase Agreement to be deposited in the trust account of: (Check one.)

8. Listing broker; or
9. _____, (Trustee)

10. within three (3) Business Days of receipt of the earnest money or Final Acceptance Date of this Purchase
11. Agreement, whichever is later.

12. Said earnest money is part payment for the purchase of property at _____
13. 315 7th Lane NE located in the

14. City/Township of Cambridge, County of Isanti,
15. State of Minnesota, PID # (s) 150410070 and PID 150410061 to be combined before closing

16. _____
17. and legally described as follows SECT-28 TWP-036 RANGE-023 AUD SUB DIV 8 FT LOTS 8-9-11-13

18. _____ (collectively the "Property")
19. together with the personal property as described in the attached Addendum to Commercial Purchase Agreement;

20. Personal Property, if any, all of which property the undersigned has this day sold to Buyer for the sum of:
21. _____

22. Two Hundred Twenty-Two Thousand Five Hundred
23. _____

24. (\$ 222,500.00) Dollars ("Purchase Price"), which Buyer agrees to pay in the following manner:

- 25. 1. CASH of 10 percent (%) of the sale price, or more in Buyer's sole discretion, which includes the earnest
26. money; PLUS
- 27. 2. FINANCING of 90 percent (%) of the sale price. Buyer shall, at Buyer's sole expense, apply for any
28. financing as required by this Purchase Agreement.

29. Such financing shall be: (Check one.) a first mortgage; a contract for deed; or a first
30. mortgage with subordinate financing, as described in the attached Addendum to Commercial Purchase Agreement;
31. Conventional/SBA/Other Contract for Deed.
(Check one.)

32. DUE DILIGENCE: This Purchase Agreement IS IS NOT subject to a due diligence contingency. (If answer is IS,
(Check one.)
33. see attached Addendum to Commercial Purchase Agreement: Due Diligence.)

34. CLOSING: The date of closing shall be June 8th, 20 18

35. DEED/MARKETABLE TITLE: Subject to performance by Buyer, Seller agrees to execute and deliver a: (Check one.)
36. Warranty Deed, Limited Warranty Deed, Contract for Deed, or

- 37. Other: _____ Deed conveying marketable title, subject to:
38. (a) building and zoning laws, ordinances, and state and federal regulations;
39. (b) restrictions relating to use or improvement of the Property without effective forfeiture provisions;
40. (c) reservation of any mineral rights by the State of Minnesota or other government entity;
41. (d) utility and drainage easements which do not interfere with existing improvements; and
42. (e) others (must be specified in writing): _____

43. _____





COMMERCIAL PURCHASE AGREEMENT

44. Page 2 Date 4/26/2018

45. Property located at 315 7th Lane NE Cambridge MN 55008

46. TENANTS/LEASES: Property [] IS [X] IS NOT subject to rights of tenants (If answer is IS, see attached Addendum (Check one.)

47. to Commercial Purchase Agreement: Due Diligence).
48. Seller shall not execute leases from the date of this Purchase Agreement to the date of closing, the term of which lease
49. extends beyond the date of closing, without the prior written consent of Buyer. Buyer's consent or denial shall be
50. provided to Seller within _____ days of Seller's written request. Said consent
51. shall not be unreasonably withheld.

52. REAL ESTATE TAXES: Real estate taxes due and payable in the year of closing shall be prorated between Seller and
53. Buyer on a calendar year basis to the actual date of closing unless otherwise provided in this Purchase Agreement.
54. Real estate taxes, including penalties, interest, and any associated fees, payable in the years prior to closing shall be
55. paid by Seller. Real estate taxes payable in the years subsequent to closing shall be paid by Buyer.

56. SPECIAL ASSESSMENTS:
57. [X] BUYER AND SELLER SHALL PRORATE AS OF THE DATE OF CLOSING [] SELLER SHALL PAY (Check one.)

58. on the date of closing all installments of special assessments certified for payment with the real estate taxes due and
59. payable in the year of closing.

60. [X] BUYER SHALL ASSUME [] SELLER SHALL PAY ON DATE OF CLOSING all other special assessments (Check one.)

61. levied as of the date of this Purchase Agreement.

62. [X] BUYER SHALL ASSUME [] SELLER SHALL PROVIDE FOR PAYMENT OF special assessments pending as (Check one.)

63. of the date of this Purchase Agreement for improvements that have been ordered by any assessing authorities. (Seller's
64. provision for payment shall be by payment into escrow of up to two (2) times the estimated amount of the assessments
65. or less, as allowed by Buyer's lender.)

66. Buyer shall pay any unpaid special assessments payable in the year following closing and thereafter, the payment of
67. which is not otherwise here provided.

68. As of the date of this Purchase Agreement, Seller represents that Seller [] HAS [X] HAS NOT received a notice (Check one.)

69. regarding any new improvement project from any assessing authorities, the costs of which project may be assessed
70. against the Property. Any such notice received by Seller after the date of this Purchase Agreement and before
71. closing shall be provided to Buyer immediately. If such notice is issued after the date of this Purchase Agreement
72. and on or before the date of closing, then the parties may agree in writing, on or before the date of closing, to pay,
73. provide for the payment of, or assume the special assessments. In the absence of such agreement, either party may
74. declare this Purchase Agreement canceled by written notice to the other party, or licensee representing or assisting the
75. other party, in which case this Purchase Agreement is canceled. If either party declares this Purchase Agreement
76. canceled, Buyer and Seller shall immediately sign a written cancellation of Purchase Agreement confirming said
77. cancellation and directing all earnest money paid here to be refunded to Buyer.

78. POSSESSION: Seller shall deliver possession of the Property: (Check one.)

79. [X] IMMEDIATELY AFTER CLOSING; or

80. [] OTHER: _____

81. Seller agrees to remove ALL DEBRIS AND ALL PERSONAL PROPERTY NOT INCLUDED HERE from the Property
82. by possession date.

83. PRORATIONS: All items customarily prorated and adjusted in connection with the closing of the sale of the Property
84. here including but not limited to rents, operating expenses, interest on any debt assumed by Buyer, shall be prorated
85. as of the date of closing. It shall be assumed that Buyer will own the Property for the entire date of the closing.

86. RISK OF LOSS: If there is any loss or damage to the Property between the Final Acceptance Date and the date of
87. closing, for any reason, the risk of loss shall be on Seller. If the Property is destroyed or substantially damaged before
88. the closing, this Purchase Agreement shall be canceled, at Buyer's option, if Buyer gives written notice to Seller, or licensee
89. representing or assisting Seller, of such cancellation within thirty (30) days of the damage. Upon said cancellation,
90. Buyer and Seller shall immediately sign a written cancellation of Purchase Agreement confirming said cancellation and
91. directing all earnest money paid here to be refunded to Buyer.





COMMERCIAL PURCHASE AGREEMENT

92. Page 3 Date 4/26/2018

93. Property located at 315 7th Lane NE Cambridge MN 55008

94. EXAMINATION OF TITLE: Seller shall, at its expense, within _____ days after Final
95. Acceptance of this Purchase Agreement, furnish to Buyer, or licensee representing or assisting Buyer, a commitment
96. for an owner's policy of title insurance from _____, including levied
(Name of Title Company)

97. and pending special assessments. Buyer shall be allowed ten (10) days ("Objection Period") after receipt of the
98. commitment for title insurance to provide Seller, or licensee representing or assisting Seller, with written objections.
99. Buyer shall be deemed to have waived any title objections not made within the Objection Period provided for immediately
100. above and any matters with respect to which title objection is so waived may be excepted from the warranties in the
101. Deed as specified here to be delivered pursuant to this Agreement.

102. TITLE CORRECTIONS AND REMEDIES: Seller shall have thirty (30) days ("Cure Period") from receipt of Buyer's
103. written title objections to cure any title objections but shall not be obligated to do so. Upon receipt of Buyer's title
104. objections, Seller shall, within ten (10) days, notify Buyer, or licensee representing or assisting Buyer, in writing whether
105. or not Seller will endeavor to cure such objections within the Cure Period. Liens or encumbrances for liquidated amounts
106. created by instruments executed by Seller and which can be released by payment proceeds of closing shall not delay
107. the closing.

108. If Seller's notice states that Seller will not endeavor to cure one or more specified objections within the Cure Period,
109. Buyer may, as its sole remedy, within ten (10) days of the sending of such notice by Seller, declare this Purchase
110. Agreement canceled by written notice to Seller, or licensee representing or assisting Seller, in which case this Purchase
111. Agreement is canceled. If Buyer declares this Purchase Agreement canceled, Buyer and Seller shall immediately sign a
112. written cancellation of Purchase Agreement confirming said cancellation and directing all earnest money paid here to
113. be refunded to Buyer. If Buyer does not declare this Purchase Agreement canceled as provided immediately above,
114. Buyer shall be bound to proceed with the closing and to purchase the Property subject to the objections Seller has
115. declined to cure without reduction in the Purchase Price.

116. If Seller's notice states that Seller will endeavor to cure all of the specified objections, or if Seller's notice states that
117. Seller will endeavor to cure some, but not all, of the specified objections and Buyer does not declare this Purchase
118. Agreement canceled as provided above, Seller shall use commercially reasonable efforts to cure the specified objections
119. or those Seller has agreed to endeavor to cure and, pending correction of title, all payment required here and the
120. closing shall be postponed.

121. If Seller, within the Cure Period provided above, corrects the specified objections Seller's notice indicated Seller would
122. endeavor to cure, then upon presentation to Buyer, or licensee representing or assisting Buyer, of documentation
123. establishing that such objections have been cured, the closing shall take place within ten (10) days or on the scheduled
124. closing date, whichever is later.

125. If Seller, within the Cure Period provided above, does not cure the specified objections which Seller's notice indicated
126. Seller would endeavor to cure, Buyer may, as its sole remedy, declare this Purchase Agreement canceled by written
127. notice to Seller, or licensee representing or assisting Seller, given within five (5) days after the end of the Cure Period,
128. in which case this Purchase Agreement is canceled. Buyer and Seller shall immediately sign a Cancellation of Purchase
129. Agreement confirming said cancellation and directing all earnest money paid here to be refunded to Buyer. Neither
130. party shall be liable for damages here to the other. In the alternative, Buyer may elect to waive such objections by
131. providing written notice to Seller, or licensee representing or assisting Seller, within such five (5)-day period and accept
132. title subject to such uncured objections, in which event, Buyer shall be bound to proceed with the closing and to purchase
133. the Property subject to the objections Seller has not cured without reduction in the Purchase Price. If neither notice is
134. given by Buyer within such five (5)-day period, Buyer shall be deemed to have elected to waive the objections and to
135. proceed to closing as provided in the immediately preceding sentence.

136. If title is marketable, or is made marketable as provided here, and Buyer defaults in any of the agreements here,
137. Seller, in addition to any other right or remedy available to Seller here, at law or in equity may cancel this Purchase
138. Agreement as provided by either MN Statute 559.21 or MN Statute 559.217, whichever is applicable, and retain all
139. earnest money paid here as liquidated damages.

140. If title is marketable, or is made marketable as provided here, and Seller defaults in any of the agreements here,
141. Buyer may, in addition to any other right or remedy available to Buyer here, seek specific performance within six
142. (6) months after such right of action arises.

MNC:PA-3 (8/17)



RE/MAX RESULTS

COMMERCIAL PURCHASE AGREEMENT

143. Page 4 Date 4/26/2018

Handwritten signature/initials

144. Property located at 315 7th Lane NE Cambridge NY 85008

145. REPRESENTATIONS AND WARRANTIES OF SELLER: The following representations made are to the best of Seller's knowledge. *Seller's actual knowledge shall refer to the actual knowledge of actual Julia Espe, Superintendent.*

147. There is no action, litigation, investigation, condemnation, or other proceeding of any kind pending or threatened against Seller or any portion of the Property. In the event Seller becomes aware of any such proceeding prior to closing, Seller will promptly notify Buyer of such proceeding.

150. The Property is in compliance with all applicable provisions of all planning, zoning, and subdivision rules; regulations; and statutes. Seller has obtained all necessary licenses, permits, and approvals necessary for the ownership and operation of the Property.

153. Prior to the closing, payment in full will have been made for all labor, materials, machinery, fixtures, or tools furnished within the 120 days immediately preceding the closing in connection with construction, alteration, or repair of any structure on, or improvement to, the Property.

156. Seller has not received any notice from any governmental authority as to condemnation proceedings, or violation of any law, ordinance, regulation, code, or order affecting the Property. If the Property is subject to restrictive covenants, Seller has not received any notice from any person or authority as to a breach of the covenants. Any such notices received by Seller shall be provided to Buyer immediately.

160. Seller has not executed any options to purchase, rights of first refusal, or any other agreements giving any person or other entity the right to purchase or otherwise acquire any interest in the Property, and Seller is unaware of any options to purchase, rights of first refusal, or other similar rights affecting the Property.

163. The legal description of the real property to be conveyed has been or shall be approved for recording as of the date of closing.

165. If Seller is an organized entity, Seller represents and warrants to Buyer that Seller is duly organized and is in good standing under the laws of the State of Minnesota; that Seller is duly qualified to transact business in the State of Minnesota; that Seller has the requisite organizational power and authority to enter into this Purchase Agreement and the Seller's closing documents signed by it; such documents have been duly authorized by all necessary action on the part of Seller and have been duly executed and delivered; that the execution, delivery, and performance by Seller of such documents do not conflict with or result in a violation of Seller's organizational documents or Bylaws or any judgment, order, or decree of any court or arbiter to which Seller is a party; and that such documents are valid and binding obligations of Seller, and are enforceable in accordance with their terms.

173. Seller will indemnify Buyer, its successors and assigns, against and will hold Buyer, its successors and assigns, harmless from, any expenses or damages, including reasonable attorneys' fees, that Buyer incurs because of the breach of any of the above representations and warranties, whether such breach is discovered before or after the date of closing.

177. See attached Addendum to Commercial Purchase Agreement: Due Diligence, if any, for additional representations and warranties.

179. REPRESENTATIONS AND WARRANTIES OF BUYER: If Buyer is an organized entity, Buyer represents and warrants to Seller that Buyer is duly organized and is in good standing under the laws of the State of Minnesota; that Buyer is duly qualified to transact business in the State of Minnesota; that Buyer has the requisite organizational power and authority to enter into this Purchase Agreement and the Buyer's closing documents signed by it; such documents have been duly authorized by all necessary action on the part of Buyer and have been duly executed and delivered; that the execution, delivery, and performance by Buyer of such documents do not conflict with or result in a violation of Buyer's organizational documents or Bylaws or any judgment, order, or decree of any court or arbiter to which Buyer is a party; and that such documents are valid and binding obligations of Buyer, and are enforceable in accordance with their terms. Buyer will indemnify Seller, its successors and assigns, against and will hold Seller, its successors and assigns, harmless from, any expenses or damages, including reasonable attorneys' fees, that Seller incurs because of the breach of any of the above representations and warranties, whether such breach is discovered before or after the date of closing.

MNC:PA-4 (8/17)





COMMERCIAL PURCHASE AGREEMENT

191. Page 5 Date 4/26/2018

192. Property located at 318 7th Lane NE Cambridge MN 55008

193. TIME IS OF THE ESSENCE FOR ALL PROVISIONS OF THIS CONTRACT.

194. CALCULATION OF DAYS: Any calculation of days begins on the first day (calendar or Business Days as specified)
195. following the occurrence of the event specified and includes subsequent days (calendar or Business Days as specified)
196. ending at 11:59 P.M. on the last day.

197. BUSINESS DAYS: "Business Days" are days which are not Saturdays, Sundays, or state or federal holidays unless
198. stated elsewhere by the parties in writing.

199. DEFAULT: If Buyer defaults in any of the agreements here, Seller may cancel this Purchase Agreement, and any
200. payments made here, including earnest money, shall be retained by Seller as liquidated damages and Buyer and Seller
201. shall affirm the same by a written cancellation. In the alternative, Seller may seek all other remedies allowed by law.

202. If Buyer defaults in any of the agreements here, Seller may terminate this Purchase Agreement under the
203. provisions of either MN Statute 559.21 or MN Statute 559.217, whichever is applicable.

204. If this Purchase Agreement is not canceled or terminated as provided here, Buyer or Seller may seek actual damages
205. for breach of this Purchase Agreement or specific performance of this Purchase Agreement; and, as to specific
206. performance, such action must be commenced within six (6) months after such right of action arises.

207. SUBJECT TO RIGHTS OF TENANTS, IF ANY, BUYER HAS THE RIGHT TO VIEW THE PROPERTY PRIOR TO
208. CLOSING TO ESTABLISH THAT THE PROPERTY IS IN SUBSTANTIALLY THE SAME CONDITION AS OF THE
209. DATE OF THIS PURCHASE AGREEMENT.

210. DISCLOSURE NOTICE: If this Purchase Agreement includes a structure used or intended to be used as residential
211. property as defined under MN Statute 513.52, Buyer acknowledges Buyer has received a Disclosure Statement: Seller's
212. Property Disclosure Statement or Disclosure Statement: Seller's Disclosure Alternatives form.

213. (Check appropriate boxes.)
214. SELLER WARRANTS THAT THE PROPERTY IS EITHER DIRECTLY OR INDIRECTLY CONNECTED TO:
215. CITY SEWER [X] YES [] NO / CITY WATER [X] YES [] NO
216. SUBSURFACE SEWAGE TREATMENT SYSTEM
217. SELLER [] DOES [X] DOES NOT KNOW OF A SUBSURFACE SEWAGE TREATMENT SYSTEM ON OR SERVING
218. THE PROPERTY. (If answer is DOES, and the system does not require a state permit, see Disclosure Statement:
219. Subsurface Sewage Treatment System.)
220. PRIVATE WELL
221. SELLER [] DOES [X] DOES NOT KNOW OF A WELL ON OR SERVING THE PROPERTY. (If answer is DOES and well
222. is located on the Property, see Disclosure Statement: Well.)
223. To the best of Seller's knowledge, the Property [] IS [X] IS NOT in a Special Well Construction Area.
224. THIS PURCHASE AGREEMENT [] IS [X] IS NOT SUBJECT TO AN ADDENDUM TO PURCHASE AGREEMENT:
225. SUBSURFACE SEWAGE TREATMENT SYSTEM AND WELL INSPECTION CONTINGENCY.
226. (If answer is IS, see attached Addendum.)
227. IF A WELL OR SUBSURFACE SEWAGE TREATMENT SYSTEM EXISTS ON THE PROPERTY, BUYER HAS
228. RECEIVED A DISCLOSURE STATEMENT: WELL AND/OR A DISCLOSURE STATEMENT: SUBSURFACE SEWAGE
229. TREATMENT SYSTEM.

MNC:PA-5 (8/17)



RE/MAX RESULTS

COMMERCIAL PURCHASE AGREEMENT

230. Page 6 Date 4/26/2018

231. Property located at 315 7th Lane NE Cambridge MN 55008

232.		AGENCY NOTICE
233.	<u>Nendy McClure</u> (Licensee)	is <input type="checkbox"/> Seller's Agent <input checked="" type="checkbox"/> Buyer's Agent <input type="checkbox"/> Dual Agent <input type="checkbox"/> Facilitator. <small>(Check one.)</small>
234.	<u>Re/Max Results</u> (Real Estate Company Name)	
235.	<u>Derek Ogren</u> (Licensee)	is <input checked="" type="checkbox"/> Seller's Agent <input type="checkbox"/> Buyer's Agent <input type="checkbox"/> Dual Agent <input type="checkbox"/> Facilitator. <small>(Check one.)</small>
236.	<u>Century 21</u> (Real Estate Company Name)	

237. **DUAL AGENCY DISCLOSURE:** Dual agency occurs when one broker or salesperson represents both parties to a transaction, or when two salespersons licensed to the same broker each represent a party to the transaction. Dual agency requires the informed consent of all parties, and means that the broker or salesperson owes the same fiduciary duties to both parties to the transaction. This role limits the level of representation the broker and salespersons can provide, and prohibits them from acting exclusively for either party. In dual agency, confidential information about price, terms, and motivation for pursuing a transaction will be kept confidential unless one party instructs the broker or salesperson in writing to disclose specific information about him or her. Other information will be shared. Dual agents may not advocate for one party to the detriment of the other.

245. CONSENT TO DUAL AGENCY	
246. Broker represents both parties involved in the transaction, which creates a dual agency. This means that Broker and its salespersons owe fiduciary duties to both parties. Because the parties may have conflicting interests, Broker and its salespersons are prohibited from advocating exclusively for either party. Broker cannot act as a dual agent in this transaction without the consent of both parties. Both parties acknowledge that:	
250. (1)	confidential information communicated to Broker which regards price, terms, or motivation to buy, sell, or lease will remain confidential unless the parties instruct Broker in writing to disclose this information. Other information will be shared;
251.	
252.	
253. (2)	Broker and its salespersons will not represent the interest of either party to the detriment of the other; and
254. (3)	within the limits of dual agency, Broker and its salesperson will work diligently to facilitate the mechanics of the sale.
255.	
256. With the knowledge and understanding of the explanation above, the parties authorize and instruct Broker and its salespersons to act as dual agents in this transaction.	
257.	
258. SELLER:	BUYER:
259. By: _____	By: _____
260. Its: _____ (Title)	Its: _____ (Title)
261. _____ (Date)	_____ (Date)
262. SELLER:	BUYER:
263. By: _____	By: _____
264. Its: _____ (Title)	Its: _____ (Title)
265. _____ (Date)	_____ (Date)

RE/MAX RESULTS

COMMERCIAL PURCHASE AGREEMENT

266. Page 7 Date 4/26/2018

267. Property located at 315 7th Lane NE Cambridge MN 55008.

268. **SUCCESSORS AND ASSIGNS:** All provisions of this Purchase Agreement shall be binding on successors and assigns.

269. **CLOSING COSTS:** Buyer or Seller may be required to pay certain closing costs, which may effectively increase the cash outlay at closing or reduce the proceeds from the sale.

271. **FOREIGN INVESTMENT IN REAL PROPERTY TAX ACT ("FIRPTA"):** Section 1445 of the Internal Revenue Code provides that a transferee ("Buyer") of a United States real property interest must be notified in writing and must withhold tax if the transferor ("Seller") is a foreign person and no exceptions from FIRPTA withholding apply. Buyer and Seller agree to comply with FIRPTA requirements under Section 1445 of the Internal Revenue Code.

275. Seller shall represent and warrant, under the penalties of perjury, whether Seller is a "foreign person" (as the same is defined within FIRPTA), prior to closing. Any representations made by Seller with respect to this issue shall survive the closing and delivery of the deed.

278. Buyer and Seller shall complete, execute, and deliver, on or before closing, any instrument, affidavit, or statement reasonably necessary to comply with the FIRPTA requirements, including delivery of their respective federal taxpayer identification numbers or Social Security numbers.

281. Due to the complexity and potential risks of failing to comply with FIRPTA, including the Buyer's responsibility for withholding the applicable tax, Buyer and Seller should seek appropriate legal and tax advice regarding FIRPTA compliance, as the respective licensees representing or assisting either party will be unable to assure either party whether the transaction is exempt from FIRPTA withholding requirements.

285. **NOTE:** MN Statute 500.21 establishes certain restrictions on the acquisition of title to agricultural land by aliens and non-American corporations. Please seek appropriate legal advice if this Purchase Agreement is for the sale of agricultural land and Buyer is a foreign person.

288. **ACCEPTANCE DEADLINE:** This offer to purchase, unless accepted sooner, shall be withdrawn at 11:59 P.M., May 1st, 2018, and in such event all earnest money shall be returned to Buyer.

290. **CONDEMNATION:** If, prior to the closing date, condemnation proceedings are commenced against all or any part of the Property, Seller or licensee representing or assisting Seller, shall immediately give written notice to Buyer, or licensee representing or assisting Buyer, of such fact and Buyer may, at Buyer's option (to be exercised within thirty (30) days after Seller's notice), declare this Purchase Agreement canceled by written notice to Seller or licensee representing or assisting Seller. In which case this Purchase Agreement is canceled and neither party shall have further obligations under this Purchase Agreement. In the event Buyer declares the Purchase Agreement canceled, Buyer and Seller shall immediately sign a written cancellation confirming such cancellation and directing all earnest money paid here to be refunded to Buyer. If Buyer fails to give such written notice, then Buyer shall be bound to proceed with closing, subject to any other contingencies to this Purchase Agreement. In such event, there shall be no reduction in the purchase price, and Seller shall assign to Buyer at the closing date all of Seller's rights, title, and interest in and to any award made or to be made in the condemnation proceedings. Prior to the closing date, Seller shall not designate counsel, appear in, or otherwise act with respect to, the condemnation proceedings without Buyer's prior written consent.

302. **MUTUAL INDEMNIFICATION:** Seller and Buyer agree to indemnify each other against, and hold each other harmless from, all liabilities (including reasonable attorneys' fees in defending against claims) arising out of the ownership, operation, or maintenance of the Property for their respective periods of ownership. Such rights to indemnification will not arise to the extent that (a) the party seeking indemnification actually receives insurance proceeds or other cash payments directly attributable to the liability in question (net of the cost of collection, including reasonable attorneys' fees); or (b) the claim for indemnification arises out of the act or neglect of the party seeking indemnification. If, and to the extent that, the indemnified party has insurance coverage, or the right to make claim against any third party for any amount to be indemnified against, as set forth above, the indemnified party will, upon full performance by the indemnifying party of its indemnification obligations, assign such rights to the indemnifying party or, if such rights are not assignable, the indemnified party will diligently pursue such rights by appropriate legal action or proceeding and assign the recovery and/or right of recovery to the indemnifying party to the extent of the indemnification payable made by such party.

MNC:PA-7 (8/17)



RE/MAX RESULTS

COMMERCIAL PURCHASE AGREEMENT

314. Page 8 Date 4/26/2018

315. Property located at 315 7th Lane NE Cambridge MA 05008

316. **ENTIRE AGREEMENT:** This Purchase Agreement and any addenda or amendments signed by the parties shall constitute the entire agreement between Buyer and Seller. Any other written or oral communication between Buyer and Seller, including, but not limited to, e-mails, text messages, or other electronic communications are not part of this Purchase Agreement. This Purchase Agreement can be modified or canceled only in writing signed by Buyer and Seller or by operation of law. All monetary sums are deemed to be United States currency for purposes of this Purchase Agreement.

322. **ELECTRONIC SIGNATURES:** The parties agree the electronic signature of any party on any document related to this transaction constitute valid, binding signatures.

324. **FINAL ACCEPTANCE:** To be binding, this Purchase Agreement must be fully executed by both parties and a copy must be delivered.

326. **SURVIVAL:** All warranties and representations in this Purchase Agreement shall survive the delivery of the deed or contract for deed and be enforceable after the closing.

328. **OTHER:** _____

329. _____

330. _____

331. _____

332. _____

333. _____

334. _____

335. _____

336. _____

337. _____

338. _____

339. _____

340. _____

341. _____

342. _____

343. _____

344. _____

345. _____

346. _____

MNC:PA-8 (8/17)



RE/MAX RESULTS

COMMERCIAL PURCHASE AGREEMENT

347. Page 9 Date 4/26/2018

348. Property located at 315 7th Lane NE Cambridge MN 55008

349. **ADDENDA:** Attached addenda are a part of this Purchase Agreement.

350. If checked, this Purchase Agreement is subject to
351. attached Addendum to Commercial Purchase
352. Agreement: Counteroffer.

353. **FIRPTA:** Seller represents and warrants, under penalty
354. of perjury, that Seller IS IS NOT a foreign person (i.e., a
(Check one.)

355. non-resident alien individual, foreign corporation, foreign
356. partnership, foreign trust, or foreign estate for purposes
357. of income taxation. (See lines 271-287.) This representation
358. and warranty shall survive the closing of the transaction
359. and the delivery of the deed.

360. **SELLER** Princeton School District, St.
Francis School District, and
Cambridge Isanti School
361. District

362. By: 
5/4/2018 9:22:10 AM CDT

363. Its: On behalf of sellers
(Title)
05/04/2018
364. (Date)

BUYER 
Buyer's Adult Buy Agreement, dated 4/26/18, P&G President

By: _____

Its: President
(Title)
04/26/2018
364. (Date)

365. **SELLER**

366. _____

367. By: _____

368. Its: _____
(Title)

369. _____
(Date)

BUYER

By: _____

Its: _____
(Title)

(Date)

370. **FINAL ACCEPTANCE DATE:** _____ The Final Acceptance Date
371. is the date on which the fully executed Purchase Agreement is delivered.

372. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYER(S) AND SELLER(S).**
373. **IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.**

374. **THIS MINNESOTA ASSOCIATION OF REALTORS® COMMERCIAL PURCHASE AGREEMENT IS NOT**
375. **DESIGNED TO BE AND IS NOT WARRANTED TO BE INCLUSIVE OF ALL ISSUES SELLER AND BUYER**
376. **MAY WISH TO ADDRESS, AND EITHER PARTY MAY WISH TO MODIFY THIS PURCHASE AGREEMENT**
377. **TO ADDRESS STATUTORY OR CONTRACTUAL MATTERS NOT CONTAINED IN THIS FORM.**
378. **BOTH PARTIES ARE ADVISED TO SEEK THE ADVICE OF AN ATTORNEY TO ENSURE**
379. **THIS CONTRACT ADEQUATELY ADDRESSES THAT PARTY'S RIGHTS.**

RE/MAX RESULTS

ADDENDUM TO COMMERCIAL PURCHASE AGREEMENT

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1. Date 04/26/2018

2. Page 1

3. Addendum to Purchase Agreement between parties, dated Apr 26, 2018,

4. pertaining to the purchase and sale of the Property at 315 7th Lane NE

5. Cambridge MN 55008

6. SECT-28 TWP-036 RANGE-023 AUD SUB DIV 8 FT LOTS 8-9-11-13

7. In the event of a conflict between this Addendum and any other provision of the Purchase Agreement, the language in this Addendum shall govern.

9. Seller agrees to allow the buyer to access the property after business hours, for the purpose of inspections, and build out for new business plans that have to be approved by the City officials.

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Buyer shall restore the property to the condition it existed prior to any inspection or testing undertaken by buyer. No intrusive or destructive testing shall be permitted. Buyer shall defend, indemnify, and hold seller harmless from any loss, damage, or claim relating to testing or inspection undertaken by buyer.

20. SELLER

BUYER

21. ~~_____~~

Authenticate
[Signature]
4/26/2018 4:18:58 PM CDT

22. By: ~~B's Adult Day Center LLC~~

By: _____

23. Its: ~~Brandy Herbst, President~~
(Title)

Its: _____
(Title)

24. ~~_____~~
(Date)

04/26/2018
(Date)

25. SELLER Princeton School District, St. Francis School District, and Cambridge Isanti School District

BUYER

26. ~~_____~~

27. By: Julia Espe
Authenticate
4/26/2018 9:22:18 AM CDT

By: _____

28. Its: _____
(Title)
05/04/2018

Its: _____
(Title)

29. _____
(Date)

(Date)

30. THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYER(S) AND SELLER(S).
31. IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.



ADDENDUM TO COMMERCIAL PURCHASE AGREEMENT: CONVENTIONAL/SBA/OTHER MORTGAGE FINANCING

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1. Date 04/26/2018

2. Page 1

3. Addendum to Purchase Agreement between parties, dated Apr 26, 2018, pertaining to the

4. purchase and sale of the Property at 315 7th Lane NE

5. Cambridge MN 55008

6. Financing will be a [X] FIRST MORTGAGE only [] FIRST MORTGAGE AND SUBORDINATE FINANCING. (Check one.)

7. Buyer shall apply for and secure, at Buyer's expense, a (Check one.):

8. [] CONVENTIONAL

9. [] PRIVATELY INSURED CONVENTIONAL

10. [X] SMALL BUSINESS ADMINISTRATION

11. [] OTHER

12. Fixed First Mortgage amortized monthly over a period of not more than 30 years, with an initial (e.g., fixed, ARM)

13. mortgage interest rate at no more than 6 percent (%) per annum.

14. The mortgage application IS TO BE MADE WITHIN FIVE (5) BUSINESS DAYS after the Final Acceptance Date of this Purchase Agreement. Buyer agrees to use best efforts to secure a commitment for such financing and to execute all documents required to consummate said financing.

17. FINANCING CONTINGENCY: This Purchase Agreement is contingent upon the following and applies to the first mortgage and any subordinate financing. (Check one.)

20. [X] If Buyer cannot secure the financing specified in this Purchase Agreement, and this Purchase Agreement does not close on the closing date specified, this Purchase Agreement is canceled. Buyer and Seller shall immediately sign a written cancellation confirming said cancellation and directing all earnest money to be [X] REFUNDED TO BUYER [] FORFEITED TO SELLER. (Check one.)

24. [] Buyer shall provide Seller, or licensee representing or assisting Seller, with the Written Statement, within days of Final Acceptance Date of this Purchase Agreement.

26. For purposes of this Financing Contingency, "Written Statement" means a Written Statement prepared by Buyer's mortgage originator(s) or lender(s) after the Final Acceptance Date that Buyer is approved for the financing specified in this Purchase Agreement stating that an appraisal, satisfactory to the lender(s) has been completed and stating conditions required by lender(s) to close the loan.

30. Upon delivery of the Written Statement, the responsibility for satisfying all conditions required by mortgage originator(s) or lender(s) are deemed accepted by Buyer. Upon delivery of the Written Statement, if this Purchase Agreement does not close on the stated closing date for ANY REASON relating to financing, including but not limited to interest rate and discount points, if any, Seller may, at Seller's option, declare this Purchase Agreement canceled by providing written notice to Buyer, or licensee representing or assisting Buyer, in which case this Purchase Agreement is canceled. Buyer and Seller shall immediately sign a written cancellation confirming said cancellation and directing all earnest money paid hereunder to be forfeited to Seller as liquidated damages. In the alternative, Seller may seek all other remedies allowed by law.



RE/MAX RESULTS

ADDENDUM TO COMMERCIAL PURCHASE AGREEMENT: CONVENTIONAL/SBA/OTHER MORTGAGE FINANCING

38. Page 2

39. Property located at 315 7th Lane NE Cambridge NR 55008

40. If the Written Statement is not provided within the time period specified on line 25, Seller may, at Seller's option,
41. declare this Purchase Agreement canceled by written notice to Buyer, or licensee representing or assisting Buyer,

42. within _____ days after the time period specified on line 25, in which case this
43. Purchase Agreement is canceled. Buyer and Seller shall immediately sign a written cancellation confirming said
44. cancellation and directing all earnest money paid hereunder to be refunded to Buyer.

45. If the Written Statement is not provided within the time period specified on line 25 or Seller has not canceled this
46. Purchase Agreement within the time period specified on line 42, then this Financing Contingency is removed. If
47. this Purchase Agreement does not close on the stated closing date for ANY REASON relating to financing,
48. including but not limited to interest rate and discount points, if any, this Purchase Agreement is canceled. Buyer
49. and Seller shall immediately sign a written cancellation confirming said cancellation and directing all earnest money
50. paid hereunder to be forfeited to Seller as liquidated damages. In the alternative, Seller may seek all other remedies
51. allowed by law.

52. OTHER: _____
53. _____
54. _____
55. _____
56. _____
57. _____
58. _____

59. Princeton School District, St Francis School District, and Cambridge Isanti School District

60. SELLER
61. Authentisign
Julia Espe
62. By: _____
8/4/2018 9:22:17 AM CDT
63. Its: On behalf of sellers
(Title)
64. 05/04/2018
(Date)

BUYER
Authentisign
[Signature]
4/28/2018 4:18:47 PM CDT
By: B's Adult Day Center LLC
Its: Brandy Herbst, President
(Title)
04/28/2018
(Date)

65. SELLER
66. _____
67. By: _____
68. Its: _____
(Title)
69. _____
(Date)

BUYER
By: _____
Its: _____
(Title)
(Date)

70. THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYER(S) AND SELLER(S),
71. IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.



RE/MAX RESULTS

ADDENDUM TO COMMERCIAL PURCHASE AGREEMENT: DUE DILIGENCE

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1. Date 04/26/2018

2. Page 1

3. Addendum to Purchase Agreement between parties, dated Apr 26 2018,

4. pertaining to the purchase and sale of the Property at 315 7th Lane NE

5. Cambridge MN 55008

6. In the event of a conflict between this Addendum and any other provision of the Purchase Agreement the language in this Addendum shall govern.

8. This Purchase Agreement is contingent upon Buyer's reasonable approval of due diligence matters as agreed to in this Addendum.

10. Title and examination and title corrections and remedies are excluded from this Addendum and shall be handled in accordance with terms specified in the Examination of Title and Title Corrections and Remedies section of this Purchase Agreement.

13. Buyer shall satisfy himself/herself/itself with respect to the physical condition of the Property and the feasibility and suitability of the Property for Buyer's Intended purpose within the respective time period(s) specified herein. Buyer acknowledges that any information provided by Seller, a third party, or broker representing or assisting Seller regarding dimensions, square footage, or acreage of land or improvements is approximate. Buyer shall verify the accuracy of information to Buyer's satisfaction, at Buyer's sole cost and expense.

18. Buyer may declare this Purchase Agreement canceled by providing written notice to Seller, or licensee representing or assisting Seller, within the respective time period(s) specified herein, in which case this Purchase Agreement is canceled. Buyer and Seller shall immediately sign a written cancellation confirming said cancellation and directing all earnest money paid hereunder to be refunded to Buyer, unless provided otherwise in this Purchase Agreement.

22. Buyer's failure to give written notice of cancellation of this Purchase Agreement, within the respective time period(s) specified herein shall conclusively be deemed Buyer's election to proceed with the transaction without correction of any disapproved items that Seller has not agreed in writing to correct or remedy.

25. **Buyer's Responsibility Regarding Due Diligence:** Buyer shall keep the Property free and clear of all liens, shall indemnify, defend, and hold Seller harmless from all liability, claims, demands, damages, costs or expenses, incurred by Seller by reason of any physical damage to the Property or injury to persons caused by Buyer or its agents or contractors in exercising its rights under this Addendum, and shall return the Property to the same condition it was in prior to Buyer's testing. Buyer shall not disturb any tenants, employees or occupants of the Property.

30. **Seller's Responsibility Regarding Due Diligence:** Seller agrees to allow reasonable access to the Property for performance of any surveys, due diligence or inspections agreed to herein. Seller understands that the inspections may require that all utilities be on and the Seller is responsible for providing same at Seller's expense. If the Property is occupied by someone other than Owner, Owner shall comply with Minnesota law and existing Owner's lease, if any, to provide tenant with proper notice in advance of any Property showing.

35. A. ENVIRONMENTAL ASSESSMENTS/INSPECTIONS:

36. (i) **Phase I:** This Purchase Agreement IS IS NOT contingent upon BUYER SELLER [Signature]

37. obtaining a Phase I environmental site assessment of the Property at BUYER'S SELLER'S expense

38. within _____ days of Final Acceptance Date of this Purchase Agreement.

39. Buyer shall provide reasonable approval of the Phase I environmental site assessment within _____ days of either:

41. (a) Final Acceptance Date of this Purchase Agreement if the Phase I environmental site assessment is obligated to be obtained by Buyer; or

43. (b) receipt of the Phase I environmental site assessment if Seller is obligated to obtain.

RE/MAX RESULTS

ADDENDUM TO COMMERCIAL PURCHASE AGREEMENT: DUE DILIGENCE

44. Page 2

45. Property located at 315 7th Lane NE Cambridge MN 55008

46. (ii) **Phase II:** This Purchase Agreement IS IS NOT contingent upon BUYER SELLER
(Check one.) (Check one.)

47. obtaining a Phase II environmental site assessment of the Property at BUYER SELLER
(Check one.) (Check one.)

48. expense within _____ days of Final Acceptance Date of this Purchase Agreement.
49. Buyer shall provide reasonable approval of the Phase II environmental site assessment within

50. _____ days of either:

51. (a) Final Acceptance Date of this Purchase Agreement if the Phase II environmental site assessment is
52. obligated to be obtained by Buyer; or

53. (b) receipt of the Phase II environmental site assessment if Seller is obligated to obtain.

54. (iii) **Other Testing:** This Purchase Agreement IS IS NOT contingent upon BUYER SELLER
(Check one.) (Check one.)

55. obtaining other Intrusive Testing of the Property at BUYER'S SELLER'S expense within
(Check one.) (Check one.)

56. _____ days of Final Acceptance Date of this Purchase Agreement.
57. Buyer shall provide reasonable approval of the assessment/inspection within

58. _____ days of either:

59. (a) Final Acceptance Date of this Purchase Agreement if the assessment/inspection is obligated to be obtained
60. by Buyer; or

61. (b) receipt of the assessment/inspection if Seller is obligated to obtain.

62. For purposes of this form, "Intrusive Testing" shall mean any testing, inspection(s) or investigation(s) that
63. changes the Property from its original condition or otherwise damages the Property.

64. Buyer SHALL SHALL NOT be required to provide Seller with a copy of any assessment/inspection
(Check one.) (Check one.)

65. reports obtained by Buyer.

66. ~~(iv) Seller's Representations on Environmental Concerns: To the best of Seller's knowledge, there are no~~
67. ~~hazardous substances or underground storage tanks except herein noted.~~

71. **B. GOVERNMENTAL APPROVAL:** The following items, if applicable, shall be completed within
72. June 1, 2018 days of Final Acceptance Date of this Purchase Agreement.

73. (i) This Purchase Agreement IS IS NOT contingent upon Buyer obtaining approval of governing body of
(Check one.) (Check one.)
74. development or subdivision plans, as described below, at BUYER SELLER expense. If IS, Seller shall
(Check one.) (Check one.)
75. cooperate with Buyer to obtain such approval.

77. (ii) This Purchase Agreement IS IS NOT contingent upon Buyer obtaining approval of governing body for
(Check one.) (Check one.)

78. rezoning or use permits, as described below, at BUYER SELLER expense. If IS, Seller shall
(Check one.) (Check one.)
79. cooperate with Buyer to obtain such approval.

RE/MAX RESULTS

ADDENDUM TO COMMERCIAL PURCHASE AGREEMENT: DUE DILIGENCE

82. Page 3

83. Property located at 315 7th Lane NE Cambridge MN 55008

84. **OTHER CONTINGENCIES:** This Purchase Agreement is contingent upon Buyer's reasonable approval of the following items, if checked. Buyer shall approve the items within _____ days of either:
85. (a) Final Acceptance Date of this Purchase Agreement if Buyer is obligated to obtain the item; or
86. (b) receipt of the item if Seller is obligated to obtain the item.
87. (Select appropriate options I-vi.)
88.

89. (I) BUYER SELLER obtaining a certificate of survey of the Property, at BUYER SELLER expense.
90. (Check one.) (Check one.)

91. (II) BUYER SELLER obtaining soil tests which indicate that the Property may be improved without extraordinary building methods or costs, at BUYER SELLER expense.
92. (Check one.) (Check one.)

93. (III) BUYER SELLER obtaining copies of all covenants, reservations and restrictions affecting the Property, at BUYER SELLER expense.
94. (Check one.) (Check one.)

95. (iv) BUYER SELLER obtaining and approving copies of Association documents at BUYER SELLER expense.
96. (Check one.) (Check one.)

97. (v) Buyer obtaining from Seller copies of all documents in Seller's possession or control relating to the rights of tenants, including but not limited to, rent rolls, leases, common area maintenance fees, and estoppel certificates.
98.
99.

100. Seller assigns all right, title, and interest in and to the tenant security deposits and the interest earned, if any, and credited thereon (collectively, the Security Deposits) for the Property at closing. Seller warrants that the Security Deposits being assigned are all of the Security Deposits being held for tenants at the Property. Seller shall, immediately after closing, notify tenant of the Security Deposit transfer and of Buyer's name and address as required under MN Statute 504B.178, Subd. 5. Buyer agrees to hold and apply all of the Security Deposits in accordance with the terms of the leases of the Property pursuant to MN Statute 504B.178 and indemnify and agree to hold and defend Seller, its legal representatives, successors and assigns harmless from and against any and all claims, actions, suits, proceedings, demands, assessments, judgments, liabilities and costs including, without limitation, reasonable attorney's fees and expenses of any kind whatsoever, arising from and after the date of closing asserted by said tenants or any person or persons claiming under any of them with respect to any of the Security Deposits.
101.
102.
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109.
110.

111. (vi) Buyer obtaining from Seller copies of all permits applicable to the Property, operating statements for the last _____ years, vendor contracts, and any other documents in Seller's possession or control and relating to the Property.
112.
113.

114. Buyer acknowledges that Seller makes no representations or warranties by providing any documents to Buyer. Buyer agrees to return all such documents to Seller upon Seller's written request.
115.

N/A

MN-ACPA:DD-3 (8/17)

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RE/MAX RESULTS

ADDENDUM TO COMMERCIAL PURCHASE AGREEMENT: DUE DILIGENCE

116. Page 4

117. Property located at 315 7th Lane NE Cambridge MN 55008

118. D. BUYER INVESTIGATIONS: This Purchase Agreement IS IS NOT contingent upon Buyer's Investigations
(Check one.)
119. of the Property for Buyer to satisfy himself/herself/itself with respect to the physical condition of the Property and
120. the feasibility and suitability of the Property for Buyer's intended purpose. Any Buyer investigations shall be
121. completed within 30 days of Final Acceptance Date of this Purchase
122. Agreement. All Buyer investigations shall be at Buyer's sole cost and expense.

123. SELLER
Princeton School District,
St. Francis School District,
and Cambridge Isanti
School District

BUYER

124. _____
125. By: Authenticity
Julia Espe
5/4/2018 9:22:35 AM CDT
On behalf of sellers

Authenticity
[Signature]
4/28/2018 4:18:54 PM CDT
By: B's Adult Day Center LLC, Brandy Herbst President

126. Its: _____
(Title)
05/04/2018
127. _____
(Date)

Its: _____
(Title)
04/28/2018
127. _____
(Date)

128. SELLER
129. _____
130. By: _____
131. Its: _____
(Title)
132. _____
(Date)

BUYER

By: _____
Its: _____
(Title)

(Date)

133. THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYER(S) AND SELLER(S).
134. IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.

MN-ACPA:DD-4 (8/17)



RE/MAX RESULTS

ADDENDUM TO COMMERCIAL PURCHASE AGREEMENT: PERSONAL PROPERTY

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1. Date 04/26/2018

2. Page 1

3. Addendum to Purchase Agreement between parties, dated Apr 26, 2018,

4. pertaining to the purchase and sale of the Property at 315 7th Lane NE

5. Cambridge MN 55008

6. The following personal property shall be included in the sale of the Property:

7. **IF Seller interested in selling tables and chairs buyer may be interested depending on the price.**

- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.

17. Seller represents and warrants that Seller has and will have on the closing date good title to all items listed above free and clear of all liens and encumbrances. Seller does not warrant the condition of any of the listed items. Listed items shall transfer to Buyer only upon successful closing of the real property specified herein.

20. SELLER Princeton School District, St. Francis School District, and Cambridge Isanti School District

22. By: Julia Espe

23. Its: On behalf of sellers

24. (Date) 05/04/2018

25. SELLER

26. _____

27. By: _____

28. Its: _____ (Title)

29. _____ (Date)

BUYER Authenticator

[Signature]

4/26/2018 4:18:48 PM CDT

By: St's Adult Day Center LLC, Brandy Herbat, President

Its: President

04/26/2018

(Date)

BUYER

By: _____

Its: _____ (Title)

_____ (Date)

30. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYER(S) AND SELLER(S).**

31. MN-ACPA-PP (8/17)



RE/MAX RESULTS

AMENDMENT TO COMMERCIAL PURCHASE AGREEMENT

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1. Date 4/26/2018

2. Page _____

3. The undersigned parties to a Purchase Agreement, dated Apr 26, 2018,

4. pertaining to the purchase and sale of the Property at 315 7th Lane NE

5. Cambridge MN 55008

6. SECT-28 TWP-036 RANGE-023 AUD SUB DIV 8 PT LOTS 8-9-11-13

7. hereby mutually agree to amend said Purchase Agreement as follows:
8. **Buyer and seller agree to amend the property address to read 626 North**
9. **Main Street, Cambridge, MN 55008**

10.

11.

12.

13.

14.

15.

16.

17.

18.

19.

19. All other terms and conditions of the Purchase Agreement to remain the same.

20. **SELLER** Princeton School District, Cambridge
Isanti School District, St. Francis School
District

BUYER

21. _____

Authentisign



22. By: 
5/12/2018 11:48:08 AM CDT

5/11/2018 11:41:48 AM CDT
By: B's Adult Day Center LLC Brandy Herbst, President

23. Its: On Behalf of Sellers
(Title)
05/12/2018

Its: _____
(Title)
05/11/2018

24. _____
(Date)

(Date)

25. **SELLER**

BUYER

26. _____

27. By: _____

By: _____

28. Its: _____
(Title)

Its: _____
(Title)

29. _____
(Date)

(Date)

30. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYER(S) AND SELLER(S).**
31. **IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.**

EAST CENTRAL MINNESOTA EDUCATIONAL CABLE COOPERATIVE

Board of Directors Meeting Wednesday April 18th, 2018 - 7:00 PM Braham High School or Video Conference

- I. The meeting was called to order by Board Chair Steve Eklund at 7:00 PM

- II. Roll Call
Marc Johnson, Jon Larson & Jenny Gilman - ECMECC
Ken Gagner & Steve Eklund - Braham
Dean Jennissen & Mark Leigh - Chisago Lakes
Jodi Storlie - Hinckley/Finlayson
Jeannette Kester - East Central
Tim Truebenbach (remote) & Aimee Struffert - Milaca
Robert Jensen - Mora
Deb Henton - North Branch (remote)
Kathy Belsheim - Ogilvie
Annette Freiheit - Pine City (remote)
Joe Mulford - PTCC
Julia Espe & Eric Simmons - Princeton (remote)
Jeff Kienitz - St. Francis

- III. Approve/Amend Minutes of September 13th, 2017 Meeting
A motion was made by Deb Henton to approved the minutes from the September 13th meeting, 2nd by Tim Truebenbach, with no questions or discussion a vote was taken and the motion was carried unanimously.

- IV. Financial Report / Audit
A summary of the audit was included in everyone's packet, a full audit report is available in the Google folder. There were no negative findings or issues of significance. There was a small drop in fund balance, which was planned as it is most years.
With no questions there was a motion made by Bob Jensen to approve the audit, 2nd by Jeannette Kester and carried unanimously.
Also in the packet is the check register for September 2017-March 2018. We tend to use our P Cards when we can, so these are generally for video conferences and bigger equipment items from SHI.
A motion was made by Jeannette Kester to approve the check register, 2nd by Dean Jennissen, and the motion was carried.

V. Director's Report

A. Review distance learning schedule for 2018-2019

There are currently 41 proposed courses/sections, which is a considerably higher number than we've had the last several years, and is dominated by world language classes. PTCC has started to offer several "academy's" which is a series of classes that will lead to a certification. The Healthcare Academy name replaces the medical classes, and with one class added on their own time could earn them a CNA certificate along with 8 credits. Bob Jensen added that he sits on several medical boards and stated that there is a great need for individuals with medical certifications. A new Business Academy has also been added. This is a 2 year program that when completed will earn students a Business Certificate. Jeannette Kester asked what a hybrid class was. Marc Johnson explained that this was a class that mostly meets online and/or working on the students own time, but also meets face to face via ITV once a week. Jeannette also asked what the * next to the instructor names meant. Marc explained that this means it is a college course.

B. Network report including shared services

The addition of Nicole Pruden and security services has been exceedingly popular. And districts are becoming more secure!

C. Instructional technology report

The Google Expedition tool kit has been very popular. It has been very busy and out of our office since November. Every district has had the opportunity to play with it. We are still developing our summer T-3 classes, but will for sure offer Google Level 1 Certification and Advanced Google (docs, classroom, maps and expedition) classes. We are sponsoring 12 participants travel portion for the ISTE Conference in June. They will be paying the conference fee and meals portion. In addition 2 other individuals (paying for themselves) plus Marc Johnson and Jon Larson will also be attending. This is the largest technology conference in the world with 18,000 expended in attendance. The recipients of the scholarship are obligated to present at Lake ECMECC in August to tell about their experience. This years Lake ECMECC keynote presenter will be Kory Graham, an Elementary Tech Integrationist from Byron Schools, who's passionate about improving teaching and learning through technology. We have 12 presenters already signed up, but please contact us or encourage them register if you know someone in your district that would be a good presenter!

D. Grants / Funding / Legislative / Leadership report

Last September we informed you we had applied for an MDE grant that we should be hearing about soon. We FINALLY were notified in February that we had received the grant! A big part of this grant was the hiring of a ½ time ECCO Coordinator. After going through several interviews the position was offered to Amanda Tessmer, currently the .5 Counselor for Braham Schools. An agreement with Braham and ECMECC to make her position full time and share her time was approved at Braham's Monday board meeting. As ECCO Coordinator she will be available to work with all ECMECC districts on college options and programs. This position will run for the 2018-19 school year. We will be

seeking additional funding to keep this position going because it will be successful because the ECCO program has already been successful.

We will be applying for another RUS DLT grant for equipment, which is due June 4th. Student data privacy has been a big legislative issue. Marc has been very involved in testifying and working on this. All concerning language has been removed from this bill, which is good news. Deb Henton was at an MASA meeting earlier in the day and Gary Amoroso praised Marc for all his work on this issue.

E. ECCO (East Central College Options) update

For this school year there are approximately 375 ECCO students across all ECMECC schools. A new contract was signed between ECMECC and Lake Superior College to continue ECCO programs. The contract between ECMECC and PTCC was a 2 year deal, so a new one was not needed for next year. The ECCO Coordinator will be working with other colleges to get similar contracts in place.

F. ECMECC Value Report

Everyone should have a value added document specific to your district in their packet. This document applies a dollar value to the ECMECC services they receive from the Co-op. Some services, like the firewall, are easy to assign a dollar amount to. Others, like borrowing Google Expedition, is a little harder. The average savings per district is \$50,000. Marc said he is willing to come to any district to talk to staff and/or the whole school board about these value amounts. Steve Eklund thanked Marc for this information and said it was very helpful.

G. Other
None

VI. New Business

A. ISD #15 Associate Membership Proposal

In your packet is a 4-page narrative from Marc Johnson regarding the proposal from ISD #15 to become an associate member. It details the process and what has happened to bring things to this point. Marc met with the Superintendent and Business Manager and had multiple meetings with the Technology Directory. On the bottom of page 3 is the official motion that the Operating Sub-Committee recommended and the full Operating Committee approved. Steve encouraged everyone to take their time to look this over and ask questions because we have never been through this kind of change before. Deb Henton asked if they would still be participating in the Operating Committee. Marc Johnson answered by saying that the JPA states that Associate Members can sit in on Operating Committee meetings, but they can't vote. Bob Jensen wanted to know if there was a dollar amount tied to the associate membership. Marc again answered and said that the first bullet of the official motion states that their fee will be 1.5 share which is approximately \$8100 per year, which is a reduction of about \$17,500.

Jeannette Kester made the following:

Motion to remove ISD #15, St. Francis from full membership and reinstate as an Associate member with the following conditions:

- Payment of annual membership fees equal to 1.5 shares as determined by the standard ECMECC billing formula.
- Payment of the annual standard fiber lease fee.
- Retainment by the cooperative of all eligible state telecommunication equity aid reimbursements as defined in MN Statute 125B.26.
- ISD #15 will sign the ECMECC Joint Powers Agreement designated as an Associate party to the agreement with all rights afforded to such parties.
- ISD #15 will have access to the following services:
 - Participation in technology coordinator roundtable
 - Participation in ITV / distance learning
 - PLT Continuing Education
 - Presence in the ECMECC Data Center for existing equipment used for off-site backups.
 - Hosting of the ISD #15 Moodle web and database virtual servers.
- Any other ECMECC services are available to ISD #15 at negotiated additional cost. 2nd by Deb Henton and without any further discussion motion unanimously carried

B. Amended JPA

With the approval of St. Francis becoming an associate member, the JPA will have to be updated. A copy of the page with the changes has been included in your packet. The only change is taking them out of the paragraph listing all the members and moving them down to the next paragraph listing them as an associate member. Jeannette Kester asked why they are listed with Elk River. Marc said that Elk River has been, and always has been, an associate member.

Kathy Belsheim made a motion to approve the amended JPA, 2nd by Bob Jensen, with no further discussion or opposition the motion carried.

C. New Staff Contracts

Committee member Ken Gagner, Tim Truebenbach and Ray Queener negotiated contracts with 3 ECMECC employees. Ken Gagner stated that it went well and increases were similar to area school districts. If you'd like to view each contract they are available in the Google board packet folder.

Ken Gagner made a motion to approve all the contracts, 2nd by Joe Mulford, with no discussion the motion unanimously carried.

D. ECCO Coordinator Position

A job description is in your packet. Since the contract wasn't approved and signed until Monday it was not included. We will have it available at the next board meeting. It is essentially a \$36,000 Teacher on Special Assignment contract with ECMECC paying Braham for half of the full time position.

Jeannette made a motion to approve the ECCO Coordinator Position, 2nd by Aimee Struffert, with no opposition the motion carried.

E. MDE-ORG -- Identified Official with Authority

This has to be voted on every year. Traditionally it's the Superintendent of the district, in the past has been Marc Johnson.

Bob Jensen made a motion to appoint Marc Johnson as the MDE-ORG Identified Official with Authority, 2nd by Aimee Struffert, with no discussion the motion carried unanimously.

F. 2017-2018 Amended Budget

This reflects the new staff contracts and a few other minor changes moving money around to balance line items.

Deb Henton made a motion to approve the amended budget, 2nd by Ken Gagner, motion carried unanimously.

G. 2018-2019 Budget

The proposed budget has been approved by the operating committee. Since the settled employee contracts are good for 2 years we shouldn't need an amended budget. It will, however, need to be amended to include the new ECCO Coordinator, but since this is funded by a grant the overall numbers shouldn't change. Fund balance was \$80,000 higher in anticipation of having to replace the firewall. IF this is not necessary we will wait.

A motion was made by Joe Mulford to approve the 2018-2019 budget, 2nd by Jeannette Kester, motion carried unanimously.

VII. Other
None

VIII. Set next meeting

Steve Eklund said that last years fall meeting was the 3rd Wednesday in September, if we stick with that schedule the next meeting would be September 19th. Or we could go a week earlier and do September 12th.

Jeannette Kester made a motion to set the next meeting date for Wednesday September 19th, 2018 at 7:00 PM, 2nd by Bob Jensen, the motion carried.

A motion was made by Aimee Struffert, 2nd by Ken Gagner to adjourn the meeting, and the meeting was adjourned at 7:43 PM.

Respectfully Submitted,

Jennifer Gilman and Jeannette Kester

EAST CENTRAL MINNESOTA CABLE COOPERATIVE
JOINT AND COOPERATIVE AGREEMENT
AMENDED APRIL 18, 2018

I. PREAMBLE

This Agreement is made pursuant to Minnesota Statute § 471.59 and the parties to this Joint and Cooperative Agreement (“Agreement”) are governmental units.

II. GENERAL PURPOSE

The general purpose of this Agreement is to establish an organization through which the parties hereto may jointly and cooperatively provide research, planning, purchasing, development, implementation and programming of Shared Technical Systems and Services to assist the parties in providing educational services in Minnesota.

III. NAME

The name of the organization hereby created is East Central Minnesota Educational Cable Cooperative, hereinafter called the Commission.

IV. DEFINITION OF TERMS

For the purpose of this Agreement, the terms defined in this Article shall have the meanings given them by this Article.

Section 1. “Board” or “Board of Directors” means the governing body of the Commission.

Section 2. “Commission” means the organization created pursuant to this agreement.

Section 3. “Directors” means the persons appointed pursuant to this Agreement to serve as Directors, and includes alternate Directors when serving as Directors.

Section 4. “Operating Committee” means the committee consisting of an administrator or staff member appointed as the Operating Committee member by each Party or Associate Party.

Section 5. “Party” means a school district, educational institution, or other governmental unit, which has entered into this Agreement with full

membership rights and obligations, unless designated an Associate Party under Section 6.

Section 6. “Associate Party” means a school district, educational institution, or other governmental unit, which has entered into this Agreement and is designated by the Board as an Associate Party. Associate Parties shall have all the same rights and obligations and shall be included under, and subject to all provisions applicable to Parties unless otherwise stated. Associate Party Directors or Associate Party Alternate Directors may participate in Board meetings, but they have no voting rights and may not serve as an officer of the Board.

Sections 7. “Shared Technical Systems and Services” means any system that utilizes technology to improve the delivery or efficiency of services related to communication, instruction, professional development, or other initiatives that may assist the Parties or Commission in carrying out their purposes.

V. PARTIES

Parties to this Agreement are: Braham, Cambridge-Isanti, Chisago Lakes, East Central, Hinckley-Finlayson, Milaca, Mora, North Branch, Ogilvie, Pine City, Princeton, and Rush City School Districts, and Pine Technical and Community College. Any other school district, educational institution, or other governmental unit in Minnesota may become a Party upon approval by a majority of the Directors pursuant to Article IX, Section 6, and upon payment of an initial contribution determined by the Board.

VI. ASSOCIATE PARTIES

Associate Parties to this Agreement are: Elk River and St. Francis School Districts. Any other school district, educational institution, or other governmental unit in Minnesota may become an Associate Party upon approval by a majority of the Directors pursuant to Article IX, Section 6, and upon payment of an initial contribution determined by the Board.

VII. EFFECTIVE DATE

A governmental unit may enter into this Agreement by duly executing a copy of this Agreement and by filing such copy, together with a certified copy of the authorizing resolution, with the Board Chairperson.

VIII. POWERS AND DUTIES OF THE COMMISSION AND PARTIES

General Authority. The Commission is established for the purposes of coordinating study, purchasing, implementation, maintenance and administration of educational Technical Systems and Services which will assist Parties and Associate Parties in accomplishing their educational goals. The powers and duties of the Commission shall be accomplished by its Board and Operating Committee. The following divisions of authority and responsibility shall exist:

- Section 1. Powers and Duties of Parties. The Parties shall retain all powers and duties except such powers and duties as are specifically granted to others in this Agreement or necessarily implied from those specifically granted. Specifically, the Commission shall have no powers and duties in the following areas and the Parties retain sole authority in the following areas:
- A. Programming. The Party or Associate Party that produces an educational program retains authority over the content of the educational programming, to the extent such programming is consistent with any rules established pursuant to Section VIII, (2)(D) of this Agreement.
 - B. Budget/Contributions. Each Party retains authority to review and vote on approval of all budgets of the Commission, as well as all contribution amounts that Parties may be required to pay to the Commission. No budget shall become effective upon the Commission without prior approval of by a majority of the Parties to this Agreement. Associate Parties do not retain authority to vote under this provision.
 - C. Staff. Each Party retains authority to review and vote on approval of all staff positions, which may be created by the Commission. No staff position may be created by the Commission without prior

approval by a majority of the Parties to this Agreement. Associate Parties do not retain authority to vote under this provision.

Section 2. Powers and Duties of the Commission. Subject to the provisions of Section 1, the following powers and duties are delegated by the Parties to the Commission.

- A. Study Duties. The Commission shall have authority to conduct research and undertake the necessary studies and investigation into alternatives to successfully accomplish the purposes of this Agreement.
- B. Equipment. The Commission shall have authority to make policy decisions regarding the equipment and method of purchasing the equipment, which will make up any Technical System or Service established by, or recommended by the Commission.
- C. Contracting and Purchasing. The Commission shall have authority to make such contracts and enter into such agreements, as it deems necessary to make effective any power granted to it, or perform any duties imposed upon it by this Agreement, or delegated to it by a Party. The Commission may Contract with any of the Parties or others to provide space, services or materials.
- D. Rules. The Commission shall have authority to develop rules regarding access and content of programming of any Technical System or Service established by, or recommended by, the Commission.
- E. Complaints Relating to Vendors. The Commission shall have the authority to receive and attempt to resolve any complaints relating to vendors and report the outcome to any affected Party.
- F. Programming. The Commission shall have the authority to develop programming for use by Parties.
- G. Performance Evaluation. The Commission shall have the authority to cause technical evaluations of any Technical System or Service established by the Commission whenever the Commission concludes that such evaluations are required or desirable.

- H. Technology and State of Art Review. The Commission shall have the authority to continuously review changes and developments related to Technical Systems and Services and facilitate the upgrading of any Technical Systems or Services established by the Commission.
- I. Mediation of Parties. The Commission shall have the authority to mediate disputes arising between Parties and/or Associate Parties, if submitted to the Commission for resolution.
- J. Gifts/Grants. The Commission shall have the authority to accept gifts, apply for and use grants, and may enter into agreements required in connection therewith, and hold, use and dispose of money or property received as a gift or grant in accordance with the terms thereof.
- K. Annual Report. At the time a budget is prepared each year, the Commission shall prepare a report to the Parties describing and summarizing its functions and activities for the preceding year, and its goals and objectives for the following year.
- L. Coordination and Defense of Civil Lawsuits. The Commission shall have the authority to, at the request of a Party or Parties, provide assistance and coordination regarding the defense of any lawsuit pertaining to Technical Systems or Services, or the enforcement of Technical System or Service contracts. Any such requested assistance or coordination shall be paid for by the Party or Parties requesting it. Defense of lawsuits in which the Commission is named as defendant shall be handled in a manner decided by the Commission.
- M. Rates and Charges. The Commission shall have the authority to maintain records of rates and charges and advise the Parties of any requested changes to rates or charges.
- N. Consultations and Legal Counsel. The Commission shall have the authority to contract with such persons or entities as it deems necessary to accomplish its powers and duties.

- O. Staff. The Commission shall have the authority to hire personnel to fill all staff positions which have been approved by a majority of the Parties to this Agreement.
- P. Bills and Charges. The Commission shall have authority to contract for needed supplies, services and equipment and to pay for such from its budget and to maintain an account with a bank for such purpose and for deposit of all sums received by it.

IX. BOARD OF DIRECTORS

- Section 1. General Powers. The property, affairs and business of this Commission shall be managed by the Board of Directors. However, between meetings of the Board, the Operating Committee shall have the authority to exercise all of the powers and duties of the Commission except as otherwise directed by the Board.
- Section 2. Qualifications; Appointment; Notices. Each Party shall be entitled to appoint two (2) Directors and one (1) alternate Director, and shall give written notice of such appointment to the Board Chairperson. Such notice shall include the mailing address of the person so appointed. An alternate Director may serve as a Director when one of the Party Directors cannot serve or is absent.
- Section 3. Officers Selection. The Board shall elect the Board officers from its Directors at the annual September Board meeting. Associate Party Directors may not serve as officers.
- Section 4. By-Laws. The Board shall adopt By-Laws governing the procedures of the Board and the Operating Committee including, but not limited to, the time, place and frequency of meetings. The Board may amend the By-Laws from time to time by either of the following methods:
 - A. A proposed By-Law amendment may be submitted by a Director at any regular meeting. It shall then be referred to the Operating Committee for its recommendation. The recommendation shall be presented to the Board and voted upon at that or a subsequent meeting of the Board; or

B. A proposed By-Law amendment may be submitted by a Director by giving written notice thereof to all other Directors at least fourteen (14) days prior to a Board meeting at which it is to be acted on. The proposed amendment shall then be referred to the Operating Committee for its recommendation. The recommendation shall be presented to the Board at the meeting stated in said notice and voted upon at that or a subsequent meeting of the Board.

In no event shall a proposed By-Law amendment be acted upon without a review by the Operating Committee. The Operating Committee shall act upon a proposed By-Law amendment within sixty (60) days of receiving such proposed change.

Section 5. Compensation. Directors shall serve without compensation from the Commission no matter in what capacity they serve, but this shall not prevent a Party from providing compensation for its Directors if such compensation is authorized by the Party and by law.

Section 6. Voting. There shall be no voting by proxy, but Directors may participate and vote from remote sites. Directors at remote sites shall be considered present when they can be seen and heard at all participating sites. Each Party shall have one (1) vote, and votes must be cast at a Board meeting. Directors shall not be eligible to vote if they represent a Party that is in default on any contribution or payment to the Commission. During the existence of such default, the votes allotted to such Party shall not be counted for any purposes under this Agreement. Associate Parties shall not be entitled to vote under any provision of this Agreement requiring approval or action by the Board of Directors.

Section 7. Term; Resignation. Directors shall serve, at the pleasure of the Party appointing them, a term of two (2) years. Directors may be reappointed at the pleasure of the Party appointing them. A Director may resign at any time by giving written notice to the Chairperson of the Board, effective upon the date stated in said notice, or if no date is stated, effective upon

receipt by the Chairperson. Board acceptance of a resignation is not necessary to make it effective.

Section 8. Vacancies. A vacancy on the Board, created by any cause, shall be filled, for the remainder of the term by the Party whose Director position is vacant.

Section 9. Quorum and Manner of Action. A majority of the Parties to this Agreement shall constitute a quorum of the Board, and the act of such majority shall be the act of the Board. Directors may participate from remote sites and shall be considered present when they can be seen and heard at all participating sites.

Section 10. Annual and Regular Meetings. An annual meeting of the Commission shall be held in September of each year to elect officers of the Board and for transaction of any other business to come before the meeting. A regular meeting shall be held in April to review activities of the Operating Committee, to review the annual report to the Parties, and to approve a budget for the following year.

Section 11. Special Meetings. Special meetings of the Board may be called (i) by the Board Chairperson, (ii) by the Operating Committee, or (iii) by the Board Chairperson or Operating Committee upon the written request of a majority of the Parties. Three (3) days written notice of special meetings shall be given to the Directors. Such notice shall include the agenda for the special meeting. Only matters set forth in the agenda shall be considered at the special meeting.

Section 12. Notice. Notice of the regular and annual meetings of the Board shall be given to the Directors by the Commission at least seven (7) days in advance and the agenda for such meetings shall accompany the notice. Business at annual and regular meetings of the Board is not limited to matters set forth in the agenda.

X. OFFICERS/COMMITTEES

Section 1. Number; Election; Qualifications. The officers of the Commission shall consist of a Chairperson of the Board, a Vice Chairperson of the Board

and a Secretary/Treasurer. All officers shall be Directors. Associate Party Directors shall not serve as officers. Each officer shall be elected at the annual meeting by the Board and shall hold office until the next annual election of officers and until a successor has been elected or until earlier disqualification, death, resignation or removal. New officers shall take office at the adjournment of the annual meeting of the Board at which they were elected. Not more than one (1) Director of a Party shall be elected an officer during the same term. Directors of a Party that have given notice of withdrawal shall not be eligible to become officers or to vote on the selection of officers. Any officer who ceases to be a Director shall at the same time cease to be an officer.

- Section 2. Resignation. Any officer may resign at any time by giving written notice of his/her resignation to the Board, to the Chairperson of the Board or to the Secretary/Treasurer. The resignation shall take effect at the time specified therein or, if no time is specified therein, upon receipt thereof by said Board, Chairperson of the Board or Secretary/Treasurer. Board acceptance of a resignation shall not be necessary to make it effective.
- Section 3. Removal. Any officer may be removed, with or without cause, by a majority of the Parties to this Agreement at any meeting of the Board, provided that such purpose is stated in the meeting notice.
- Section 4. Vacancies. A vacancy in any office because of disqualification, death, resignation or removal shall be filled for the unexpired portion of the term in the manner prescribed herein for election to that office.
- Section 5. Chairperson of the Board; Vice Chairperson of the Board. The Chairperson of the Board shall preside at all meetings of the Board and shall perform all duties incident to the office of Chairperson of the Board and such other duties as may be delegated by the Board. The Vice Chairperson of the Board shall act as Chairperson of the Board in the absence of the Chairperson of the Board.
- Section 6. Secretary/Treasurer. The Secretary/Treasurer shall be responsible for keeping a record of all of the proceedings of the Board. The

Secretary/Treasurer shall be responsible for such other matters as shall be delegated to him/her by the Board.

Section 7. Other Officers. The Board may appoint such other officers as it deems necessary. All such officers shall be Directors. Associate Party representatives shall not serve as “other officers.”

Section 8. Committees. The Board may appoint such committees as it deems necessary or desirable to accomplish its purposes. Associate Party representatives may serve on a committee, but shall have no voting rights.

XI. OPERATING COMMITTEE

Section 1. Qualifications. The Operating Committee shall consist of an administrator or staff member appointed by each Party. Associate Party representatives may participate, but shall have no voting rights.

Section 2. Authority. The Operating Committee shall have the authority to manage the property, affairs and business of the Commission between Board meetings, but at all times, shall be subject to the control and direction of the Board.

Section 3. Chairperson of the Operating Committee. The Chairperson of the Operating Committee shall be elected annually at the first meeting of the Operating Committee after September 1. The Chairperson shall hold office until a successor has been elected or until earlier disqualification, death, resignation or removal. The Chairperson shall preside at meetings of the Operating Committee.

Section 4. Meetings. The Operating Committee shall meet as needed to conduct the business of the Commission, but a minimum of three (3) times during the fiscal year, at a time and place to be determined by the Operating Committee. Special meetings may be called by the Chairperson of the Operating Committee, by any other two (2) members of the Operating Committee, or by the Commission. The date and place of the special meeting shall be fixed by the person or persons calling it. At least seventy-two (72) hours (from the time the notice is sent) advance notice of a special meeting shall be given to all members of the Operating Committee

by the person or persons calling the meeting. The notice shall state the matters to be considered at the special meeting and only those matters shall be considered at that meeting.

Section 5. Personnel. The Operating Committee shall have authority to hire, supervise and discharge employees, but the positions and compensation shall be within the staff and budget limitations authorized by the Board. The Operating Committee may make any required employer contributions which local government units are authorized or required to make by law.

Section 6. Quorum and Manner of Action. A majority of Operating Committee members with voting rights shall constitute a quorum, and the act of such majority shall be the act of the Operating Committee. Operating Committee members may participate from remote sites and shall be considered present when they can be seen and heard at all participating sites.

XII. FINANCIAL MATTERS

Section 1. Fiscal Year. The fiscal year of the Commission shall be July 1 through June 30.

Section 2. Membership Contribution. Excluding Associate Parties, each Party shall contribute an amount based on a fee structure which has been approved by the Board by September 30 of the year prior to the year when the fee structure will be implemented.

Section 3. Associate Party Contributions. Contributions or expenses required to be paid by Associate Parties are Subject to the separate agreement between the Commission and that Associate Party upon entering this Agreement.

Section 4. Payment. Contributions, pursuant to Section 3, shall be due in full on each January 15, or by such installment method as the Commission shall determine. Contributions shall be due in full, or in accordance with an installment plan, within forty-five (45) days after the date of the billing statement from the Commission.

Section 5. Default. If payment has not been made within that time, a Party will be in default. The Commission may recover any contribution in default by a

civil suit, and the defaulting Party, in such case, shall pay all costs of the suit, including reasonable attorney's fees.

Section 6. Budget Process.

A proposed budget shall be formulated by the Operating Committee, approved by the Board at the April Board meeting, and submitted to the Parties each year, together with an annual report outlining the past activities of the Commission and its goals and objectives for the following year.

Section 7. Expenditures. The Commission may expend its funds as it deems necessary and appropriate pursuant to this Agreement.

Section 8. Annual audit. The Commission shall arrange for an annual financial audit to be completed by an independent auditor by November 1 of each year, or at such other times as the Board may direct. A summary of the audit report shall be given to each Party. The Commission's books and records shall be available for, and open to, examination and copying by the Parties and their representatives at all reasonable times.

XIII. WITHDRAWAL

Section 1. Withdrawal. Any Party giving notice by January 1 may withdraw from this agreement effective July 1 of the same calendar year, pursuant to Section 2 of this article.

Section 2. Notice. A Party withdrawing from the Commission shall give written notice to the Chairperson of the Board, and include with such notice a certified copy of the Party resolution stating its decision to withdraw from the Commission. The withdrawal notice shall be effective upon actual receipt of such notice and resolution by the Chairperson of the Board. The Chairperson of the Board shall forward a copy of the notice and resolution to each Party and Associate Party.

Section 3. Financial Effect of Withdrawal. No financial benefit shall inure to a Party or Associate Party that withdraws from this Commission nor shall there be any reimbursement for any contribution made by the withdrawn Party or Associate Party. A Party or Associate Party that withdraws from this Commission shall cease to receive any services or benefits provided by the Commission.

XIV. AMENDMENTS

Section 1. Amendments. This Agreement may be amended only by written amendment entered into by all the Parties to this Agreement in the same manner as this Agreement is entered into pursuant to Article VII hereof.

XV. DISSOLUTION

Section 1. Duration of Commission. The Commission shall be dissolved if less than four (4) Parties, excluding Associate Parties, remain, or by operation of state or federal law or regulation, now or hereafter enacted, or by mutual signed agreement of all of the Parties, excluding Associate Parties.

Section 2. Distribution of Assets. Upon dissolution of the Commission, all remaining assets of the Commission, after payment of all obligations, shall be distributed among the Parties to the Agreement at the time of dissolution, in proportion to their contributions and in accordance with procedures established by the Commission. The Commission shall continue to exist after dissolution for such period, no longer than six (6) months, as is necessary to complete its affairs, but for no other purposes.

IN WITNESS WHEREOF, the undersigned governmental unit has caused this Agreement to be signed on its behalf this ___ day of _____.

INDEPENDENT SCHOOL DISTRICT # _____

By _____

Its: Chairperson

By _____

Its: Clerk

**PRINCETON PUBLIC SCHOOL
ORIGINAL BUDGET 2018-2019
MAY 2018**

	2019 ORIGINAL ESTIMATED REVENUES	2019 ORIGINAL ESTIMATED EXPENDITURES
GENERAL FUND (01)	\$ 36,253,250	\$ 37,692,993
FOOD SERVICE (02)	\$ 1,756,000	\$ 1,871,600
COMMUNITY EDUCATION (04)	\$ 1,508,166	\$ 1,511,904
BUILDING FUND (06)	\$ -	\$ -
DEBT SERVICE (07)	\$ 3,739,735	\$ 3,680,350
TOTAL ALL FUNDS	\$ 43,257,151	\$ 44,756,847

	2017 FUND BALANCE
GENERAL FUND	\$ 10,477,930
FOOD SERVICE	\$ 471,373
COMMUNITY EDUCATION	\$ 258,264
BUILDING FUND	\$ 24,034
DEBT SERVICE	\$ 5,424,702

**PRINCETON PUBLIC SCHOOLS
GENERAL FUND ORIGINAL BUDGET
May 2018**

	2019 Estimated Revenues	2019 Estimated Expenses	Variance
LTFM-Restricted	\$ 1,052,988	\$ 837,288	\$ 215,700
Operating Capital-Restricted	\$ 544,657	\$ 700,000	\$ (155,343)
Staff Development-Restricted	\$ 450,525	\$ 472,077	\$ (21,552)
Qcomp-Assigned	\$ 897,747	\$ 876,041	\$ 21,706
Technology-Assigned	\$ 22,500	\$ 36,000	\$ (13,500)
Building Improved-Assigned	\$ -	\$ 148,046	\$ (148,046)
Program Initiatives-Assigned	\$ -	\$ 309,500	\$ (309,500)
Activity Account-Assigned	\$ 500,000	\$ 500,000	\$ -
Unassigned	\$ 32,784,833	\$ 33,814,041	\$ (1,029,208)
Total	\$ 36,253,250	\$ 37,692,993	

\$ (36,253,250) \$ (37,692,993)

**2017 Fund
Balance**

Gifted & Talented-Restricted	\$ 24,360
LTFM-Restricted	\$ 606,617
Med Asst-Restricted	\$ 7,057
Operating Capital-Restricted	\$ 2,225,980
Staff Development-Restricted	\$ 199,312
Severance-Committed	\$ 812,308
Qcomp-Assigned	\$ 161,349
Technology-Assigned	\$ 48,463
Building Improved-Assigned	\$ 422,542
Program Initiatives-Assigned	\$ 649,982
Activity Acct-Assigned	\$ 124,117
Non Spendable	\$ 81,513
Unassigned	\$ 5,114,331
Total	\$ 10,477,930

Audit report for 2017 was presented at the 1st board meeting in November and the fund balances for the 2016-2017 school year for each category are reflected above.

**PRINCETON PUBLIC SCHOOLS
COMMUNITY EDUCATION FUND ORIGINAL BUDGET
May 2018**

	2019 Estimated Revenues	2019 Estimated Expenses	
Community Ed-Restricted	\$ 901,319	\$ 940,728	
Early Childhood-Restricted	\$ 214,242	\$ 199,838	
School Readiness-Restricted	\$ 377,752	\$ 353,247	
Other-Restricted	\$ 14,853	\$ 18,091	
	\$ 1,508,166	\$ 1,511,904	\$ (3,738)

**2017 Fund
Balance**

Community Ed-Restricted	\$ 149,889
Early Childhood-Restricted	\$ 100,334
School Readiness-Restricted	\$ 5,124
Other-Restricted	\$ 1,079
Non-Spendable	\$ 1,839
	\$ 258,264

Community Education is broken into four Restricted areas according to law. Other consists of Nonpublic aid that the state flows money through us to homeschool families for counseling, nursing, and textbooks based on homeschool families' applications. Preschool Screening is also in the other restricted fund. We receive funding based on the number of 3-5 year olds we screen each school year.

GENERAL FUND

GIFTED AND TALENTED

Revenue Sources

- State Aid

Expenditures

- Part of unassigned budget area
- Planned fund balance spend down in 2018

LONG TERM FACILITY MAINTENANCE

Revenue Sources

- Property Tax Levy
- Previously Health & Safety & Deferred Maintenance

Expenditures

- 2018 summer projects approved on March 6, 2018
- Budget created based on summer projects
- Actual expenses will be split between two years budget years

OPERATING CAPITAL

Revenue Sources

- State Aid
- Property Tax Levy

Expenditures

- Board approved on March 6, 2018

STAFF DEVELOPMENT

Revenue Sources

- State Aid

Expenditures

- Board approved on May 1, 2018
- Based on staff development plan

ATPPS (Qcomp)

Revenue Sources

- State Aid
- Property Tax Levy

Expenditures

- Board approved on May 1, 2018
- Based on ATPPS plan

BUILDING IMPROVED ASSIGNED

Revenue Sources

- Previous revenue set aside for specific purpose

Expenditures

- Board approved on March 6, 2018

PROGRAM INITIATIVE ASSIGNED

Revenue Sources

- Previous revenue set aside for specific purpose

Expenditures

- Board approved on May 1, 2018

TECHNOLOGY ASSIGNED

Revenue Sources

- Student Fees

Expenditures

- Repairs of student devices

ACTIVITY ACCOUNT

Revenue Sources

- Student fundraising
- Donations
- Participation fees

Expenditures

- Field Trips
- Rewards for instructional participation
- Recreational Supplies

UNASSIGNED

Revenue Sources

- State Aid
- Property Tax Levy
- Federal and/or State Grants
- Participation fees and donations

Based Revenue on:

- Enrollment of 3270 PK-12
- State Formula Increase of 2%
- Special Education Increase-Estimated

Expenditures

- Staff salaries, benefits and other contractual requirements
- Sub costs
- Instructional supplies (buildings based on per student amount)
- Operational costs: building repairs, utilities, insurance and transportation
- Technology: software and repairs
- Activities
- Severance
- Staff salaries, benefits and other contractual requirements
- Budget Guideline
 - Board approved on April 3, 2018
 - Administration restructuring
 - Spanish Immersion restructuring
 - Fund balance set aside in staff development, technology assigned and ALC(Oakland)
 - Staff containment when positions open

FOOD SERVICE

Revenue Sources

- State Aid
- Federal Aid
- Participation Fees

Base Revenue on

- Breakfast and Lunch Price increase
 - Board approved on 05.01.18

Expenditures

- Staff salaries, benefits and other contractual requirements
- Sub costs
- Food, paper and general supplies
- Operational costs like utilities, custodial and technology
- Equipment costs

COMMUNITY EDUCATION

Revenue Sources

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

Expenditures

- Staff salaries, benefits and other contractual requirements
- Supplies, technology and field trip costs
- Operational costs like utilities, custodial and transportation may be charged to the community service fund.

Overall structure to ensure vitality of Community Education

- Recreation and Enrichment Category
 - Pay 70% of total participation to fees collected to on-staff instructors after supply expenses and administrative expenses are subtracted from the total participation fees.
 - 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 participants are charged a set fee.
- Drivers Education
 - Registration fee only
- Adults with Disabilities
 - Instructors paid an hourly rate and currently is a break even program.
- School Readiness Program
 - Instructors paid based on beginning steps/lanes of the teacher contract. Participants are charged a fee based on the choice they choose.

New Programs 2019

- Programs are continually added throughout the year

Discontinued Programs 2018

- 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.

BUILDING CONSTRUCTION FUND

- Last project to be expended in 2018

DEBT SERVICE FUND

Revenue Sources

- Property Tax Levy
- State Aid

Expenditures

- Building Bond Payments

***Note: Does not represent all chargebacks that may be taken between funds.**

		LTFM Total	\$9,441,152		
Location	Project	Estimated Cost	Funding Source	Not currently in 10 yr plan	Priority
High School	Pool - Required Repairs	\$17,500	LTFM		2018
High School	Freezer Project	\$140,000	LTFM		2018
High School	Clearstory Water Leak	\$65,000	LTFM		2018
Middle School	Clearstory Water Leak	\$65,000	LTFM		2018
Middle School	Lighting Control	\$75,000	LTFM	X	2018
Intermediate School	Replace CO2 Sensors	\$18,350	LTFM	X	2018
Intermediate School	Storm Drainage Issue	\$50,000	LTFM	X	2018
High School	Wrestling mat replacement - Fire Safety	\$22,000	LTFM		2018
Family Center	PA upgrade	\$4,896	LTFM	X	2018
		LTFM 2018	\$457,746		
Location	Project	Estimated Cost	Funding Source	Not currently in 10 yr plan	Priority
High School	Roof Replacement (39,020 SF)	\$702,360	LTFM		1
High School	HS Pool Restoration Project	\$1,884,375	LTFM		1
	Pool Deck Replacement		\$146,875		
	Pool Modifications		\$21,875		
	Pool Pump Upgrades		\$44,375		
	Pool Accessories/Upgrades		\$49,375		
	Pool HVAC		\$1,300,000		
	Pool Mech Room Demo		\$50,625		
	Pool Mech Room Access Modifications		\$150,625		
	Pool Filtration Equipment		\$120,625		
High School	Drainage Issue (Lake Debbie)	\$35,000	LTFM	X	1
High School	Tennis Courts	\$200,000	LTFM	X	1
Student Services	Roof - Shingles	\$38,000	LTFM		1
Student Services	Window Replacement	\$35,000	LTFM		1
Family Center	Elevator	\$147,191	LTFM		2
Family Center	Building Automation System upgrade	\$69,986	LTFM	X	1

Family Center	HVAC Upgrade	\$995,000	LTFM		1
Family Center		Boiler Room Upgrade	\$450,000		
Family Center		Chiller Replacement	\$350,000		
Family Center		Replace 2 AHU's	\$120,000		
Family Center		Upgrade Electrical Panels	\$75,000		
		LTFM Level 1	\$4,106,912		

Location	Project	Estimated Cost	Funding Source	Not currently in 10 yr plan	Priority
Intermediate School	HVAC Upgrade	\$635,500	LTFM		2
		Replace Steam Boilers	\$300,000		
		Boiler Piping	\$100,000		
		Fin Tube Radiation	\$150,000		
		Replace HW Pumps	\$50,000		
		Upgrade BAS	\$35,500	X	
High School	Remodel Chemistry/Science Labs Exhaust/Electrical	\$125,000	Capital/LTFM		2
High School	Parking lot - Chip seal, crack fill, Striping	\$55,000	LTFM		2
High School	Upgrade Security System	\$35,000	LTFM		2
High School	Paint Atrium	\$12,000	LTFM		2
High School	Remodel Shop Area/Abatement	\$250,000	LTFM		1
Middle School	Roofing	\$2,625,000	LTFM		2
Middle School	Condensing unit replacement (4)	\$160,000	LTFM		2
Intermediate School	Maint. Garage Shingle Replacement	\$20,000	LTFM	X	2
Student Services	Paint	\$20,000	LTFM		2
Student Services	Replace 2 condensing units	\$65,000	LTFM		2
Student Services	Landscaping	\$35,000	LTFM		2
Student Services	Replace Walks/Install retaining	\$20,000	LTFM		2
District Center	Entrance/Landscaping	\$87,000	LTFM	X	2
		LTFM Level 2	\$3,509,000		

Location	Project	Estimated Cost	Funding Source	Not currently in 10 yr plan	Priority
High School	UV Disinfection system	\$50,000	LTFM		3
High School	Carpet - 8000 SF	\$32,000	LTFM		3
High School	Paint High School (Less Atrium & Addition)	\$213,150	LTFM	X	3
High School	Upgrade Track & CC timing system	\$5,000	LTFM	X	3
High School	Power to ticket booths	\$18,700	LTFM	X	3
High School	Update BAS	\$48,500	LTFM	X	3
High School	Folding Gym Wall	\$22,500	LTFM		3
High School	Addt RTU's and ducting for commons area cooling	\$250,000	LTFM		3
High School	Concrete Walks/Drives/Curbs	\$136,000	LTFM		3
High School	Door Replacement	\$57,500	LTFM		1
Middle School	Paint Gym	\$16,000	LTFM		3
Middle School	Water Heater Replacement	\$25,000	LTFM		3
Middle School	Bathroom Dividers	\$48,000	LTFM	X	3
Primary School	Parking lot - Chip seal, crack fill, Striping	\$50,000	LTFM		3
Intermediate School	Carpet Media Center & Comp Lab	\$21,684	LTFM		3
Intermediate School	Replace sports floor in gym	\$30,000	LTFM		3
Intermediate School	Playground Asphalt	\$25,460	LTFM		3
Family Center	Classroom LED Lighting	\$40,000	LTFM		3
Family Center	Final Roof Section (PVC Roof)	\$100,000	LTFM		3
Family Center	Paint	\$85,000	LTFM		3
Building and Grounds (Firehall)	Roof 3600 SF	\$63,000	LTFM	X	3
Building and Grounds (Firehall)	Garage/Office LED	\$30,000	LTFM		3
		LTFM Level 3	\$1,367,494		

Location	Project	Estimated Cost	Funding Source	Not currently in 10 yr plan	Priority
Student Services	Controlled Entrance	\$40,000	Capital		1
Primary School	Change Flex space into classroom - 1st & 2nd Grade	\$80,000	Capital	X	1
District Center	SPED / Onward Program Changing Room	\$60,000	Capitol	X	1
District Center	PA upgrade	\$8,046	Capitol	X	
Building and Grounds	Cube Truck w/ lift	\$40,000	Capital		1
High School	Add 3 New Gym Building Lights	\$6,000	Capital		2
Building and Grounds	Cube Truck	\$75,000	Capital		2
High School	Add Pole Vault & high jump pits	\$20,000	Capital	X	3
			\$329,046		

Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				MDE Revised Version 7/17/2017										
477 <= Type in School District Number				District Revised 5/8/2018										
PRINCETON PUBLIC SCHOOL DISTRICT														
Calculations for Ten Year Projection				Pay 17	Payable 2017 LLC Certification	Current Estimate	Payable 2018 LLC Certification							
	LLC #	FY 2018	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027		
1 Type your district number in cell A2 (Minneapolis = 1.2)														
2 Type APU, health and safety and alternative facilities project, and bond estimates in lines 6a, 14, 17 to 18, 20, 21, 26, 27 and 50														
3 Type debt excess, intermediate/coop district, and revenue reduction data in lines 13, 15, 23, 31, and 33														
4 Look-up data from following tabs														
5 Initial Formula Revenue														
6	Current year APU	55	3,411.60	3,430.63	3,405.40	3,405.40	3,405.40	3,405.40	3,405.40	3,405.40	3,405.40	3,405.40		
6a	Additional Pre-K Pupil Units (line 19 of Pre-K application)													
6b	Total Adjusted Pupil Units = (6) + (6a)			3,430.63	3,405.40	3,405.40	3,405.40	3,405.40	3,405.40	3,405.40	3,405.40	3,405.40		
7	District average building age (uncapped)	402	28.05	27.63	28.48	29.48	30.48	31.48	32.48	33.48	34.48	35.48		
8	Formula allowance		\$ 292.00	\$ 292.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00		
9	Building age ratio = (Lesser of 1 or (7) / 35)	403		0.78943	0.81371	0.84229	0.87086	0.89943	0.92800	0.95657	0.98514	1.00000		
10	Initial revenue = (6) * (8) * (9)	404	798,373	790,806	1,052,989	1,089,962	1,126,934	1,163,907	1,200,880	1,237,853	1,274,826	1,294,052		
11 Added revenue for Eligible H&S Projects > \$100,000 / site														
12	Debt service for existing Alt facilities H&S bonds (1B) - gross before debt excess	702		785,454	725,970	723,555	715,680	707,700	710,115	712,215	-	-		
13	Debt Excess related to Debt service for existing Alt facilities H&S bonds (1B)	758		-	24,609	-	-	-	-	-	-	-		
14	Debt service for portion of existing Alt facilities bonds from line (22) attributable to eligible H&S Projects > \$100,000 per site (1A)	701		-	-	-	-	-	-	-	-	-		
15	Debt Excess related to Debt service for portion of existing Alt facilities bonds attributable to eligible H&S Projects > \$100,000 per site (1A)	757		-	-	-	-	-	-	-	-	-		
17	Net debt service for LTFM bonds for eligible new H&S projects > \$100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue	703		-	-	-	-	-	-	-	-	-		
18	Pay as you go revenue for eligible new H&S projects > \$100,000 / site	407		-	-	-	-	-	-	-	-	-		
19	Total FY 17 revenue for eligible H&S projects >\$100,000 / site (12) - (13) + (14) - (15) + (17) + (18)	408	743,807	785,454	701,361	723,555	715,680	707,700	710,115	712,215	-	-		
Added revenue for Pre-K remodeling (for VPK approvals only)														
20a	Net debt service for bonds approved for Pre-K remodeling	704		-	-	-	-	-	-	-	-	-		
20b	Pay as you go for projects approved for Pre-K remodeling	409		-	-	-	-	-	-	-	-	-		
20c	Total Pre-K revenue			-	-	-	-	-	-	-	-	-		
20d	Total New Law Revenue (10) + (19) + (20c)	410		1,576,260	1,754,350	1,813,517	1,842,614	1,871,607	1,910,995	1,950,068	1,274,826	1,294,052		

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Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				MDE Revised Version 7/17/2017								
477	=< Type in School District Number			District Revised 5/8/2018								
PRINCETON PUBLIC SCHOOL DISTRICT												
Calculations for Ten Year Projection												
	Pay 17	Payable 2017	Current Estimate	Payable 2018								
	LLC #	FY 2018	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Old Formula revenue												
21	411	-	-	-	-	-	-	-	-	-	-	-
22												
23												
24	765											
25	766		785,454	701,361	723,555	715,680	707,700	710,115	712,215			
26	414											
27	417											
27a	703											
27b	705											
28	422											
			173,327	177,345	183,572	189,799	196,026	202,254	208,481	214,708	217,946	217,946
29	423	918,793	958,781	878,707	907,127	905,479	903,726	912,369	920,696	214,708	217,946	217,946
30	424	1,542,180	1,576,260	1,754,350	1,813,517	1,842,614	1,871,607	1,910,995	1,950,068	1,274,826	1,294,052	1,294,052
31	425											
32	426	1,542,180	1,576,260	1,754,350	1,813,517	1,842,614	1,871,607	1,910,995	1,950,068	1,274,826	1,294,052	1,294,052
33	427											
34	428	1,542,180	1,576,260	1,754,350	1,813,517	1,842,614	1,871,607	1,910,995	1,950,068	1,274,826	1,294,052	1,294,052
Aid and Levy Shares of Total Revenue												
35	31	2015	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
36	31	14,848,805	14,848,805	15,217,317	15,826,010	16,459,050	17,117,412	17,802,109	18,514,193	19,254,761	20,024,951	20,825,949
37	52	3,523.32	3,523.32	3,512.19	3,444.84	3,430.63	3,435.04	3,435.04	3,435.04	3,435.04	3,435.04	3,435.04
38	430	4,214.44	4,214.44	4,332.71	4,594.13	4,797.67	4,983.18	5,182.51	5,389.81	5,605.40	5,829.62	6,062.80
39	431	7,373.50	7,373.50	7,718.42	8,060.47	8,410.61	8,747.00	9,097.00	9,461.00	9,839.00	10,233.00	10,642.00
40	432	9,069.41	9,069.41	9,493.66	9,914.38	10,345.05	10,758.81	11,189.31	11,637.03	12,101.97	12,586.59	13,089.66
41	433	46.47%	46.47%	45.64%	46.34%	46.38%	46.32%	46.32%	46.32%	46.32%	46.32%	46.32%
42	434	53.53%	53.53%	54.36%	53.66%	53.62%	53.68%	53.68%	53.68%	53.68%	53.68%	53.68%
43	429	996,187	1,001,745	1,294,052	1,294,052	1,294,052	1,294,052	1,294,052	1,294,052	1,274,826	1,294,052	1,294,052
44	435	533,272	536,247	703,473	694,414	693,916	694,683	694,691	694,699	684,351	694,697	694,680
45	437											
46	438	533,272	536,247	703,473	694,414	693,916	694,683	694,691	694,699	684,351	694,697	694,680
47	441	1,008,908	1,040,013	1,050,876	1,119,103	1,148,698	1,176,924	1,216,304	1,255,370	590,475	599,355	599,372
48	Debt Service Portion of Revenue (non-grandfather districts)											
49	765+766		785,454	701,361	723,555	715,680	707,700	710,115	712,215			
50	+703											
51	705				658,613	658,670	658,248	657,265	660,370	657,421	659,484	660,706
52	767		785,454	701,361	1,382,168	1,374,350	1,365,948	1,367,380	1,372,585	657,421	659,484	660,706
53	442		785,454	701,361	1,294,052	1,294,052	1,294,052	1,294,052	1,294,052	657,421	659,484	660,706
54	443		420,463	381,274	694,414	693,916	694,683	694,691	694,699	352,916	354,037	354,684
55	445		364,990	320,087	599,638	600,136	599,369	599,361	599,353	304,505	305,447	306,022
56	446				88,116	80,298	71,896	73,328	78,533			
57	447		790,806	1,052,989	431,349	468,264	505,659	543,615	577,483	617,405	634,568	633,346
58	448		216,291	592,691						617,405	634,568	633,346
59	449		115,783	322,199						331,435	340,661	339,996
60	450		100,508	270,492						285,970	293,907	293,350
61	451		574,515	460,298	431,349	468,264	505,659	543,615	577,483			
62	452		675,023	730,790	431,349	468,264	505,659	543,615	577,483	285,970	293,907	293,350

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Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				MDE Revised Version 7/17/2017														
477	<= Type in School District Number			District Revised 5/8/2018														
PRINCETON PUBLIC SCHOOL DISTRICT																		
Calculations for Ten Year Projection				Pay 17	Payable 2017 LLC Certification	Current Estimate	Payable 2018 LLC Certification											
	LLC #	FY 2018	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027						
Notes: 1. Underlevy on general fund equalized levy results in proportionate reduction in associated aid. 2. Total Debt Service revenue on line 49 must not exceed total LTFM revenue for individual district projects (line 30) for any of the 10 years in the plan. 3. For 1A districts with old Alt Facilities bonding, the amount on line 22 will reduce initial revenue on line 10, less the H & S portion entered on line 14.																		



PRINCETON
PUBLIC SCHOOLS

Long Term Needs and Facilities Maintenance Plan

District Name: Princeton Public Schools	District: 477	Date: 43217
District Contact for Questions on this Spreadsheet:		E-mail: michelle.czech@isd477.org
Name: Michelle Czech		Phone #: 7633896187

Finance Code	Category	Fiscal Year, Ending June 30th -->										
		2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	
		Total for all District Facilities										
Health and Safety, IAQ and Abatement Projects												
347	Physical Hazards	\$ 1,211,295	\$ 26,996	\$ 29,488	\$ 28,640	\$ 31,284	\$ 30,385	\$ 33,189	\$ 32,235	\$ 35,210	\$ 34,198	
349	Other Hazardous Materials	\$ 10,000	\$ 18,540	\$ 10,609	\$ 10,927	\$ 11,255	\$ 11,593	\$ 16,908	\$ 12,299	\$ 12,668	\$ 13,048	
352	Environmental Health & Safety Management	\$ 372,099	\$ 70,635	\$ 71,052	\$ 72,341	\$ 71,159	\$ 72,834	\$ 79,272	\$ 77,270	\$ 80,090	\$ 84,748	
358	Asbestos Removal and Encapsulation	\$ 12,000	\$ 12,360	\$ 12,731	\$ 13,113	\$ 13,506	\$ 13,911	\$ 14,329	\$ 14,758	\$ 15,201	\$ 15,657	
363	Fire Safety	\$ 58,600	\$ 11,948	\$ 12,306	\$ 21,964	\$ 13,056	\$ 13,448	\$ 24,000	\$ 14,267	\$ 14,695	\$ 26,226	
366	Indoor Air Quality	\$ 11,500	\$ 11,845	\$ 12,200	\$ 12,566	\$ 12,943	\$ 13,332	\$ 13,732	\$ 14,144	\$ 14,568	\$ 15,005	
367	Accessibility	\$ 25,000	\$ 36,050	\$ 37,132	\$ 27,318	\$ 22,510	\$ 23,185	\$ 23,881	\$ 24,597	\$ 25,335	\$ 26,095	
	Total	\$ 1,700,494	\$ 188,374	\$ 185,518	\$ 186,870	\$ 175,713	\$ 178,688	\$ 205,310	\$ 189,570	\$ 197,767	\$ 214,978	
IAQ, Fire and Abatement, Projects Costing > \$100,000 per Site												
358	Asbestos Removal and Encapsulation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
363	Fire Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
366	Indoor Air Quality	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Deferred Capital Expenditures and Maintenance Projects												
368	Building Envelope	\$ 80,000	\$ 282,735	\$ 195,206	\$ 205,979	\$ 582,451	\$ 240,549	\$ 247,766	\$ 255,199	\$ 262,855	\$ 270,740	
369	Building Hardware and Equipment	\$ 112,000	\$ 269,345	\$ 91,237	\$ 74,852	\$ 83,288	\$ 85,786	\$ 88,360	\$ 97,160	\$ 93,741	\$ 96,553	
370	Electrical	\$ 123,900	\$ 70,040	\$ 152,451	\$ 213,082	\$ 168,826	\$ 510,081	\$ 214,929	\$ 147,585	\$ 152,012	\$ 156,573	
379	Interior Surfaces	\$ 100,000	\$ 160,011	\$ 473,108	\$ 174,126	\$ 194,263	\$ 217,480	\$ 206,093	\$ 236,874	\$ 218,645	\$ 225,204	
380	Mechanical Systems	\$ 919,600	\$ 423,845	\$ 438,682	\$ 453,482	\$ 73,158	\$ 75,353	\$ 674,640	\$ 79,942	\$ 82,340	\$ 84,810	
381	Plumbing	\$ 15,000	\$ 15,450	\$ 42,436	\$ 16,391	\$ 16,883	\$ 17,389	\$ 17,911	\$ 18,448	\$ 19,002	\$ -	
382	Professional Services and Salary	\$ 551,225	\$ 967,415	\$ 420,835	\$ 341,600	\$ 335,247	\$ 343,855	\$ 421,336	\$ 269,481	\$ 269,648	\$ 272,844	
383	Roof Systems	\$ 591,400	\$ 2,294,325	\$ 80,628	\$ 14,205	\$ 17,445	\$ 17,969	\$ 18,508	\$ 19,063	\$ 19,635	\$ 20,224	
384	Site Projects	\$ 263,000	\$ 353,908	\$ 209,591	\$ 214,284	\$ 204,674	\$ 210,814	\$ 217,138	\$ 223,653	\$ 230,362	\$ 237,273	
	Total Deferred Capital Expense and Maintenance	\$ 2,756,125	\$ 4,837,073	\$ 2,104,176	\$ 1,708,001	\$ 1,676,234	\$ 1,719,276	\$ 2,106,681	\$ 1,347,404	\$ 1,348,239	\$ 1,364,222	
Total Annual 10 Year Plan Expenditures		\$ 4,456,619	\$ 5,025,447	\$ 2,289,694	\$ 1,894,871	\$ 1,851,947	\$ 1,897,964	\$ 2,311,991	\$ 1,536,973	\$ 1,546,006	\$ 1,579,200	
Total 10 Year Plan Expenditures		\$24,390,711										

Palmer Bus Service Proposal

Palmer Bus Service Proposal								
Other Districts (Reg Route)			2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Big Lake (2% per year)			\$303.98	\$310.06	\$316.26	\$322.59	\$329.04	\$335.62
Sauk Rapids (2.5% per year)			\$358.43	\$367.39	\$376.58	\$385.99	\$395.64	\$405.53
Rockford (3% per year)			\$290.46	\$299.17	\$308.15	\$317.39	\$326.92	\$336.72
Brainerd (3% per year)			\$265.23	\$273.19	\$281.38	\$289.82	\$298.52	\$307.47
Elk River (3% per year)			\$294.01	\$302.83	\$311.92	\$321.27	\$330.91	\$340.84
Average Each Year			\$302.42	\$310.53	\$318.86	\$327.41	\$336.20	\$345.24
Princeton			\$233.72					
		Palmer Initial						
Contract Item	2017-2018	2018-2019	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Regular Route	\$233.72	\$265.00	\$245.00	\$257.00	\$270.00	\$284.00	\$298.00	\$313.00
Regular Route 1/2 Day	\$116.86	\$132.50	\$122.50	\$128.50	\$135.00	\$142.00	\$149.00	\$156.50
Regular Route 83+	\$250.11	\$270.00	\$258.00	\$271.00	\$284.00	\$299.00	\$314.00	\$330.00
Regular Route 83+ 1/2 Day	\$125.06	\$135.00	\$129.00	\$135.50	\$142.00	\$149.50	\$157.00	\$165.00
		Palmer Initial						
Special Transportation	2017-2018	2018-2019	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Mini Bus Route(In District)	\$232.64	\$250.00	\$245.00	\$252.00	\$260.00	\$268.00	\$276.00	\$284.00
Mini Bus Midday(In District)	\$118.64	\$125.00	\$122.50	\$128.50	\$135.00	\$142.00	\$149.00	\$156.50
Van Route(Out of District)	Hourly &Per Miles	\$230.00	\$225.00	\$232.00	\$239.00	\$246.00	\$253.00	\$261.00
Van Midday(Out of District)	Hourly &Per Miles	\$115.00	\$112.50	\$116.00	\$119.50	\$123.00	\$126.50	\$130.50
Van Route(In District)	\$214.03	\$230.00	\$225.00	\$232.00	\$239.00	\$246.00	\$253.00	\$261.00
Van Midday(In District)	107.02	\$115.00	\$112.50	\$116.00	\$119.50	\$123.00	\$126.50	\$130.50
District Van Route	Hourly &Per Miles	N/A	\$98.00	\$101.00	\$104.00	\$107.00	\$110.00	\$113.00
District Van Midday	Hourly &Per Miles	N/A	\$49.00	\$50.50	\$52.00	\$53.50	\$55.00	\$56.50
Monitors	\$14.14	\$18.00	\$15.50	\$15.97	\$16.44	\$16.94	\$17.45	\$17.97
Van Driver Hourly	\$18.00	\$20.00	\$18.54	\$19.10	\$19.67	\$20.26	\$20.87	\$21.49
District Van Mileage	0.69	\$0.72	\$0.72	\$0.74	\$0.76	\$0.79	\$0.81	\$0.83
Minimum Charge/Route	86.39/95.02	\$100.00	\$100.00	\$103.00	\$106.00	\$109.00	\$113.00	\$116.00
		Palmer Initial						
Extra Curricular	2017-2018	2018-2019	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Driver Hours	\$18.00	\$20.00	\$18.54	\$19.10	\$19.67	\$20.26	\$20.87	\$21.49
Mileage	\$1.51	\$1.80	\$1.56	\$1.60	\$1.65	\$1.70	\$1.75	\$1.80
District Van Mileage	\$0.69	\$0.72	\$0.72	\$0.74	\$0.76	\$0.79	\$0.81	\$0.84
Minimum Charge	\$43.19	N/A	\$50.00	\$52.00	\$54.00	\$56.00	\$58.00	\$60.00
Trailer Charge	\$53.99	N/A	\$56.00	\$57.00	\$59.00	\$61.00	\$63.00	\$64.00
		Palmer Initial						
Fuel Clause	\$2.00-\$3.50	\$3.00	\$3.50					
	District shares equally in the savings and/or costs	District pays 100% of the additional costs.	Districts pays 50% of the additional costs					
Clause at the 2nd and 4th year, so that we have a safety net to end the agreement should we need to.								
July 1, 2018 start date								
Estimated increase per year.	\$110,000-\$130,000							