

REGULAR SCHOOL BOARD AGENDA

International Falls Public Schools, ISD #361
Tuesday, February 20, 2018 at 5:00 PM
FHS Cafeteria, 1515 11th Street, International Falls, MN
District Website: www.isd361.k12.mn.us

Mission Statement: *In partnership with parents and the community, the International Falls School District will prepare every student to become a productive citizen by developing their maximum potential within a safe climate of mutual respect and trust.*

Regular School Board meeting to be held on Tuesday, February 20th due to President's Day on Monday.

Call to Order

1. Roll Call:

Mike Holden___	Michelle Hebner___
Toni Korpi___	Heather McBride___
Terry Murray___	Ted Saxton___
Roxanne Skogstad-Ditsch___	Kevin Grover___
Ella Bahr-Jefferis___	

2. Pledge of Allegiance

Approval of Agenda

Approve Agenda as presented. Moved by _____; seconded by _____. Motion carried / failed.

Open Forum

1. Public Open Forum
2. Presentation of December Elk's Students of the Month: Eric Earley and Paetyn Zahn
3. Presentation of January Elk's Students of the Month: Tanner Sether and Gina Auran
4. Student Council: Backpacks in Classroom

Recognition:

1. Recognize School Board Members for their service to the District.

Consent Agenda

Approve the Consent Agenda as presented. Moved by _____; seconded by _____. Motion carried / failed.

1. Approve past meeting minutes for the Organizational School Board Meeting of January 4, 2018. 3
2. Approve past meeting minutes of Regular School Board Meeting of January 18, 2018. 5
3. Approve current accounts payable due in amount of \$740,348.35. 7
4. Approve payroll in amount of \$544,321.17 for pay periods January 19, 2018 to February 16, 2018.
5. Approve Indian Education Title VII Parent Committee Approval Form and the AIPAC Compliance Document. 22
6. Approve Memorandum of Understanding with regards to Seniority between Education 27

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Minnesota (L331) and School District.

7. First reading of School Board Policy #620 Credit for Learning. 28
8. First reading of School Board Policy #903 Visitors to School District Building and Sites. 36
9. First Reading of School Board Policy #533 - Wellness. 38
10. Accept engineering bid from Stevens Engineering for Arena with cost not to exceed \$32,400. 48
11. Approve an unpaid medical leave request for Brenda Leggett, Paraprofessional.
12. Approve an unpaid medical leave of absence request for Melissa Vellieux, Paraprofessional.
13. Approve hire of Shelby Nosan as Head Girls Volleyball Coach for the 2018 - 2019 season.
14. Approve hire of Paul Hjelle as Head Cross Country Coach for the 2018 - 2019 season.
15. Approve hire of Jon Froemke as Head Football Coach for the 2018 - 2019 season.
16. Acknowledge James Yount as a volunteer Speech Coach for 2017 - 2018 season.
17. Approve Robotics Club lettering criteria. 59

Action Items

1. Resolution Acceptance of Gifts and Donations. 60
2. Adopt school calendar for the school year 2018-2019.
 2. 1. Calendar Option (A): Last Day of School May 31, 2019. Graduation Day June 2, 2019 62
 2. 2. Calendar Option (B): Last Day of Class June 4, 2019. Graduation Day June 9, 2019. 65
3. Approve a contract with Learning Sciences International for professional development for the 2018-2019 fiscal year to be funded with Staff Development Aid. 69

Administrative Reports

1. Melissa Tate, Elementary Principal
2. Tim Everson, Secondary Principal
3. Kevin Grover, Superintendent
 3. 1. Biometric Identification Reader 78
4. Ella Bahr-Jefferis, Student Representative

Adjournment

1. Motion by ___ then seconded by ___ to adjourn the meeting at _____. Motion carried / failed.

MINUTES
SPECIAL MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Thursday, January 4, 2018 at 5:00 p.m.
Falls High School Cafeteria

A Special Meeting of the Board of Trustees of Independent School District #361 was held Thursday, January 4, 2018 beginning at 5:00 PM in the FHS Cafeteria.

Mike Holden, Board Chair, called the meeting to order at 5:00 pm. Members present were: Mike Holden, Michelle Hebner, Toni Korpi, Heather McBride, Ted Saxton, Roxanne Skogstad-Ditsch, Terry Murray and Kevin Grover.

Moved by Heather McBride then seconded by Toni Korpi to approve the agenda as presented. Motion carried 7-0.

Election of Officers:

1. Chairperson. Heather McBride nominated Michelle Hebner for Board Chair then seconded by Mike Holden. After three calls for nominations, Michelle Hebner was elected Board Chair.
2. Vice Chairperson. Heather McBride nominated Ted Saxton for Vice Chair then seconded by Roxanne Skogstad-Ditsch. After three calls for nominations Ted Saxton was elected as Vice-Chair.
3. Clerk. Mike Holden nominated Terry Murray for Clerk then seconded by Heather McBride. After three calls for nominations Terry Murray was elected Clerk.
4. Treasurer. Michelle Hebner nominated Mike Holden as Treasurer then seconded by Terry Murray. After three calls for nominations Mike Holden was elected Treasurer.

Board Committee Representatives:

Moved by Roxanne Skogstad-Ditsch then seconded by Heather McBride. Motion carried 7-0.

1. Administrative Salary Committee: Mike Holden, Michelle Hebner, Toni Korpi
2. Local 510 Negotiation Committee: Roxanne Skogstad-Ditsch, Heather McBride, Ted Saxton
3. L331 Salary Committee: Mike Holden, Michelle Hebner, Terry Murray
4. Local 4798 Salary Committee: Mike Holden, Michelle Hebner, Heather McBride
5. Recreation Commission: Ted Saxton, Mike Holden, Alternate: Toni Korpi
6. MSBA Legislative Representative: Ted Saxton
7. MSHSL Representative: Mike Holden
8. Continuing Education Committee: Terry Murray
9. Community Education Advisory Committee: Toni Korpi, Heather McBride
10. Meet and Confer Committee: All Members
11. Grievance Committee: Michelle Hebner, Mike Holden
12. Finance Committee: All Members
13. Facility Committee: Mike Holden, Heather McBride, Roxanne Skogstad-Ditsch
14. Labor Management Committee – discontinue.
15. Alternate Clerk: Heather McBride

Moved by Mike Holden then seconded by Heather McBride to adopt the regular School Board meeting schedule for calendar year 2018 with an inclement weather meeting procedure. Motion carried 7-0.

Moved by Mike Holden then seconded by Toni Korpi to accept service fee schedule from Small Town Tech. Board Member Ted Saxton abstained from voting. Motion carried 6-0. Ted Saxton, Board Member, owns and operates Small Town Tech. The District utilizes Small Town Tech for repair services

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and parts for technology equipment. Small Town Tech recently purchased Ewald Enterprises, which the District utilizes for contract services for technology, security systems and fire alarm systems.

Moved by Terry Murray then seconded by Heather McBride to accept service fee schedule from Roxanne Skogstad-Ditsch for sign language interpretive services. Board Member, Roxanne Skogstad-Ditsch, abstained from voting. Motion carried 6-0. Roxanne Skogstad-Ditsch, Board Member, provides the District with sign language interpretive services as necessary.

Consent Agenda

Moved by Mike Holden then seconded by Terry Murray to approve the Consent Agenda as presented. Motion carried 7-0

1. Designate the following banks as official depositories for January 1, 2018 to December 31, 2018: Bremer Bank; MSDLAF; PMA
2. Designate Ratwik, Rosak and Maloney as the District's legal counsel for January 1, 2018 to December 31, 2018.
3. Designate "The Journal" as the official newspaper for publication of the District for January 1, 2018 to December 31, 2018.
4. Set School Board Member Chair compensation at current rate of \$285.94 per month for January 1, 2018 to December 31, 2018.
5. Set School Board Member compensation for Vice-Chairperson, Clerk, Treasurer and Director at current rate of \$260.00 per month for January 1, 2018 to December 31, 2018.
6. Designate Stacy Grover, Business Manager, with authority to perform wire transfers for the Districts financial operations.
7. Set School Board Member per Diem rate at current rate of \$125 per day for January 1, 2018 to December 31, 2018.

Adjourn

Moved by Terry Murray then seconded by Heather McBride to adjourn meeting at 5:22 pm. Motion carried 7-0

Approved Minutes:

District Clerk

Date

Board Chair

Date

MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Tuesday, January 18, 2018 – 5:00 p.m.
Falls High School Cafeteria

A Regular Meeting of the Board of Trustees of Independent School District #361 was held Monday, January 16, 2017, beginning at 5:00 PM in the FHS Cafeteria.

Michelle Hebner, Board Chair, called the meeting to order at 5:01 pm. Members present were: Michelle Hebner, Toni Korpi Heather McBride, Ted Saxton, Roxanne Skogstad-Ditsch, Terry Murray and Kevin Grover.

Moved by Terry Murray then seconded by Heather McBride to approve the agenda as presented. Motion carried 6-0.

Public Open Forum:

1. None.

Consent Agenda:

Moved by Roxanne Skogstad-Ditsch then seconded by Toni Korpi to approve the consent agenda as presented. Motion carried 6-0.

1. Approve past meeting minutes for the Regular School Board Meeting of December 18, 2017.
2. Approve past meeting minutes of Special School Board Meeting of December 18, 2017.
3. Approve current accounts payable due in amount of \$740,348.35.
4. Approve payroll in amount of \$782,158.05 for pay periods December 9, 2017 to January 5, 2018.
5. Approve unpaid leave request for Tracy Tilander, paraprofessional.
6. Accept bid from Lucachick Architecture, Inc. for professional project management services for Bronco Arena at a cost not to exceed \$19,980.
7. Acknowledge Adam Matthews as volunteer boys hockey coach for the 2017-2018 season.

Action Items:

1. Moved by Terry Murray then seconded by Toni Korpi to approve the Resolution Acceptance of Gifts and Donations. Voting in favor: Michelle Hebner, Toni Korpi Heather McBride, Ted Saxton, Roxanne Skogstad-Ditsch, Terry Murray; Voting against: None. Whereas the resolution was declared adopted.
2. Moved by Roxanne Skogstad-Ditsch then seconded by Terry Murray to approve the second reading of the At Will Policy #426. Motion carried 6-0.
3. Moved by Ted Saxton then seconded by Toni Korpi to approve the Resolution Ratifying the Award of the Sale of General Obligation School Building Bond, Series 2018A. Voting in favor: Michelle Hebner, Toni Korpi Heather McBride, Ted Saxton, Roxanne Skogstad-Ditsch, Terry Murray; Voting against: None. Whereas the resolution was declared adopted.

Administrative Reports:

Melissa Tate, Elementary Principal, reported enrollment is 544; FES will be holding Relay for Recess and Bronco Pride Award Ceremony January 19th.

Tim Everson, Secondary Principal, reported enrollment for grades 6-12 to be 620; Teacher in service is on Monday, January 22nd. Winter Sports Week will be week of January 29th, there will be pep fests planned for grades 6th to 8th and for grades 9th to 12th.

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Kevin Grover, Superintendent, reported MSBA holding officer training in February if any board member is interested; awarded grant of \$20,000 per bus towards cost of replacing a bus, up to 2 buses, therefore, per board direction will move forward with purchase of two buses in FY19.

Ella Bahr-Jefferis, Student Representative, updated board on upcoming events for Winter Sports Week, planning valentine day cards with sucker for all students and possibly a Valentine Day Dance.

Close Session:

Moved by Roxanne Skogstad-Ditsch then seconded by Heather McBride at 5:37 to close session to perform the performance evaluation of Kevin Grover, Superintendent.

Reopen from Closed Session

Moved by Heather McBride then seconded by Roxanne Skogstad-Ditsch to reopen meeting then give summary of Superintendents performance evaluation. Board Chair, Michelle Hebner, gave summary statement Superintendent Grover is on track to attain his annual goals, the board is pleased with his efforts, his dedication to the community and community involvement, as well as, he continues to lead the District to the boards expectations.

Adjournment:

Moved by Terry Murray, seconded by Toni Korpi to adjourn the meeting at 5:56 p.m.

Approved Minutes:

District Clerk

Date

Board Chair

Date

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
3639	Select Account	12/12/2017	38553747	Medical FSA: 12/02/2017 - 12/7/2017		0 \$ 1,031.65
3640	MSHSL MATHMATICS	12/12/2017	MSHSL MATH	MSHSL MATH LETTER OF INTENT MEMBERSHIP FEE		0 \$ 600.00
3641	SCHWAN CUP HS	12/12/2017	G HOCKEY 12/28/	G HOCKEY TOURNAMENT ENTRY FEE 12/28-30/17		0 \$ 300.00
3642	Steinberg, Jamie	12/12/2017	B H MILEAGE 12/9/	B HOCKEY REF MILEAGE 12/9/17		0 \$ 108.71
3643	MENARDS	12/14/2017	1533	FHS; Field Marking Paint		0 \$ 33.62
	MENARDS	12/14/2017	1647	FHS; Recip Saw Blade		0 \$ 17.09
	MENARDS	12/14/2017	1919	FHS; Door Jam Kit		0 \$ 64.26
	MENARDS	12/14/2017	2322	FHS; Pipe Fittings		0 \$ 42.09
	MENARDS	12/14/2017	1378	Arena Fire; Pipe Fittings		0 \$ 59.51
	MENARDS	12/14/2017	1562	FHS; Glue Traps		0 \$ 30.94
	MENARDS	12/14/2017	1613	Arena; Concrete Mix		0 \$ 30.00
	MENARDS	12/14/2017	1742	Arena; Mini Pump		0 \$ 56.08
	MENARDS	12/14/2017	1779	Arena Fire; 2 X 4's		0 \$ 75.98
	MENARDS	12/14/2017	1834	Arena Fire; Shelves & Brackets		0 \$ 122.13
	MENARDS	12/14/2017	1860	Arena Fire; Melamine		0 \$ 386.82
	MENARDS	12/14/2017	1899	FES; 125V Plug		0 \$ 5.96
	MENARDS	12/14/2017	2237	FES Buddy Bench		0 \$ 47.62
	MENARDS	12/14/2017	2338	Arena Fire; Replacement		0 \$ 217.76
	MENARDS	12/14/2017	2418	Arena Fire; 2 X 4's		0 \$ 23.94
	MENARDS	12/14/2017	2419	Arena Fire; Returns		0 \$ (374.85)
	MENARDS	12/14/2017	2461	Arena Fire; Steel Door		0 \$ 265.34
3644	MN ENERGY RESOURCES CORP	12/14/2017	1204FES	FES; Natural Gas Services	8101800004	\$ 3,078.33
	MN ENERGY RESOURCES CORP	12/14/2017	120417FES	FES; Natural Gas Services	8101800004	\$ 107.10
	MN ENERGY RESOURCES CORP	12/14/2017	1204FHS	FHS; Natural Gas Services	8101800004	\$ 3,710.24
	MN ENERGY RESOURCES CORP	12/14/2017	1204FHS	FHS; Natural Gas Services	8101800004	\$ 1,236.75
	MN ENERGY RESOURCES CORP	12/14/2017	1201A	Arena; Natural Gas Services	8101800004	\$ 1,345.35
	MN ENERGY RESOURCES CORP	12/14/2017	120117Ar	Arena; Natural Gas Services	8101800004	\$ 1,926.53
3645	NORTHEAST SERVICE UNIT	12/14/2017	407	FY18 ALI Memberhsip Dues		0 \$ 3,593.00
3646	MENARDS	12/14/2017	1533	FHS; Field Marking Paint		0 \$ 33.62
	MENARDS	12/14/2017	1647	FHS; Recip Saw Blade		0 \$ 17.09
	MENARDS	12/14/2017	1919	FHS; Door Jam Kit		0 \$ 64.26
3646	MENARDS	12/14/2017	2322	FHS; Pipe Fittings		0 \$ 42.09
	MENARDS	12/14/2017	1562	FHS; GLue Traps		0 \$ 30.94
	MENARDS	12/14/2017	1613	Arena; Concrete Mix		0 \$ 30.00

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	MENARDS	12/14/2017	1742	Arena; Mini Pump		0 \$ 56.08
	MENARDS	12/14/2017	1779	Arena Fire; 2 X 4's		0 \$ 75.98
	MENARDS	12/14/2017	1834	Arena Fire; Shelves & Brackets		0 \$ 122.13
	MENARDS	12/14/2017	1860	Arena Fire; Melamine		0 \$ 386.82
	MENARDS	12/14/2017	1899	FES; 125V Plug		0 \$ 5.96
	MENARDS	12/14/2017	2237	FES Buddy Bench		0 \$ 47.62
	MENARDS	12/14/2017	2338	Arena Fire; Replacement		0 \$ 217.76
	MENARDS	12/14/2017	2418	Arena Fire; 2 X 4's		0 \$ 23.94
	MENARDS	12/14/2017	2419	Arena Fire; Returns		0 \$ (374.85)
	MENARDS	12/14/2017	2461	Arena Fire; Steel Door		0 \$ 265.34
3647	Kuffenkam, Margaret	12/14/2017	12/14/2017	Early Retirement Incentive - Margaret Kuffenkam		0 \$ 2,177.20
3648	IRON RANGE CONFERENCE	12/14/2017	IRC DUES 2017-18	IRC DUES 2017-18		0 \$ 750.00
3649	LAINÉ, Bob	12/14/2017	B BB 12/14/17	B BB REF 12/14/17		0 \$ 105.00
3650	LAWRENCE, TOM	12/14/2017	B BB 12/14/17	B BB REF 12/14/17		0 \$ 105.00
3651	REID, BILLY	12/14/2017	B BB 12/14/17	B BB REF 12/14/17		0 \$ 226.55
3652	ROSE GARDEN	12/14/2017	21751	CPI TRAINING MEALS FOR FHS STAFF		0 \$ 304.67
∞ 3653	Select Account	12/15/2017	1215108	Participant Fees: December 2017		0 \$ 270.90
3654	Blais, TRAVIS	12/15/2017	B HOCKEY 12/16/17	B HOCKEY REF 12/16/17		0 \$ 60.00
3655	Boelk, Keith	12/15/2017	93	MN Youth Shotgun Association Trap Shooting Coach Class 1/27/18 & 1/28/18		0 \$ 145.00
3656	ESTEY, STEVE	12/15/2017	B HOCKEY 12/16/17	B HOCKEY REF 12/16/17		0 \$ 85.00
3657	Floersheim, Will	12/15/2017	G BB 12/15/17	G BB REF 12/15/17		0 \$ 253.04
3658	Rousseau, Jeff	12/15/2017	B HOCKEY 12/16/17	B HOCKEY REF 12/16/17		0 \$ 120.00
3659	SCAIA, TODD	12/15/2017	B HOCKEY 12/16/17	B HOCKEY REF 12/16/17		0 \$ 186.97
3660	WETZEL, JAY	12/15/2017	G BB 12/15/17	G BB REF 12/15/17		0 \$ 127.00
3661	Select Account	12/18/2017	38558195	Medical FSA: 12/08/2017 - 12/14/2017		0 \$ 793.34
3662	AFSCME Council 65	12/22/2017	20171222ADAFS%	Payroll accrual		0 \$ 888.43
	AFSCME Council 65	12/22/2017	20171222ADAFS%	Payroll accrual		0 \$ 286.80
	AFSCME Council 65	12/22/2017	20171222ADAFS%	Payroll accrual		0 \$ 22.23
	AFSCME Council 65	12/22/2017	20171222ADAFSL	Payroll accrual		0 \$ 17.54
	AFSCME Council 65	12/22/2017	20171222ADAFSL	Payroll accrual		0 \$ 10.00
	AFSCME Council 65	12/22/2017	20171222ADAFSL	Payroll accrual		0 \$ 0.46
3663	AFT Local #331	12/22/2017	20171222ADDUE:	Payroll accrual		0 \$ 3,130.03

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	AFT Local #331	12/22/2017	20171222ADDUE	Payroll accrual		0 \$ 133.00
3664	Falls Education Foundation	12/22/2017	20171222ADFEF	Payroll accrual		0 \$ 25.00
3665	MN Child Support Pymt Center-Carlson	12/22/2017	20171222ADCSUF	Payroll accrual		0 \$ 241.76
3666	MN Child Support Payment Center - Nelson	12/22/2017	20171222ADCSUF	Payroll accrual		0 \$ 127.91
3667	ND Child Support Division	12/22/2017	20171222ADCSP1	Payroll accrual		0 \$ 364.26
3668	Para Local #4798	12/22/2017	20171222ADDUE	Payroll accrual		0 \$ 678.49
	Para Local #4798	12/22/2017	20171222ADDUE	Payroll accrual		0 \$ 24.41
3669	United Way of Northeastern MN	12/22/2017	20171222ADUWA	Payroll accrual		0 \$ 10.00
3670	COCA-COLA BOTTLING CO	12/22/2017	568519	FHS; Beverages for Meal Service		0 \$ 1,069.00
	COCA-COLA BOTTLING CO	12/22/2017	568489	FHS; Beverages for Meal Service		0 \$ 202.50
3670	COCA-COLA BOTTLING CO	12/22/2017	568586	FHS; Beverages for Meal Service		0 \$ 172.50
3671	DOMINO'S PIZZA	12/22/2017	112917	FHS; Ala Carte Pizza's		0 \$ 1,108.80
3672	Education Innovation Partners	12/22/2017	1219	Supplies	6051800042	\$ 206.25
3673	EHLERS & ASSC, INC	12/22/2017	75582	Referendum Costs		0 \$ 1,950.00
	EHLERS & ASSC, INC	12/22/2017	75535	Referendum Costs-- Disclosure Reporting		0 \$ 750.00
3674	Falls Advanced Chiropractic Center	12/22/2017	112817	Employee Drug & Alcohol		0 \$ 55.00
3675	HAWKINS INC	12/22/2017	4195254	Pool Chemicals	8101800015	\$ 1,385.54
3676	HILLYARD HUTCHINSON	12/22/2017	602798154	Gym floor restorer	8101800071	\$ 1,326.23
	HILLYARD HUTCHINSON	12/22/2017	602783864	Sanitizer		0 \$ 79.61
	HILLYARD HUTCHINSON	12/22/2017	602794530	Sanitizer		0 \$ 154.15
3677	Karsnia, John	12/22/2017	121117	Arena (Fire) Concession Area		0 \$ 3,075.00
3678	KOOCHICHING COUNTY TREASURER	12/22/2017	2017	Tax Notices		0 \$ 1,900.49
3679	MAXWELL MEDALS & AWARDS	12/22/2017	3138827-IN	BOIS FORTE QUIZ BOWL TROPHIES	3001800055	\$ 221.00
3680	MEDTOX LABORATORIES	12/22/2017	1.12018E+11	Employee Drug Test		0 \$ 74.01
3681	MEEKER & WRIGHT SPEC ED COOP #938	12/22/2017	43017	Student Tuition 3/9-4/30/17		0 \$ 1,260.00
3682	MN ENERGY RESOURCES CORP	12/22/2017	121117	Stadium; Natural Gas Services	8101800004	\$ 24.19
3683	MN POWER	12/22/2017	121117	Electricity Bill	8101800024	\$ 657.03
	MN POWER	12/22/2017	121117	Electricity Bill	8101800024	\$ 7,283.35
	MN POWER	12/22/2017	121117	Electricity Bill	8101800024	\$ 2,160.82
	MN POWER	12/22/2017	121117	Electricity Bill	8101800024	\$ 2,568.75
	MN POWER	12/22/2017	121117	Electricity Bill	8101800024	\$ 6,482.47
	MN POWER	12/22/2017	121117	Electricity Bill	8101800024	\$ 77.52
3684	MN TELECOMMUNICATIONS	12/22/2017	4135	Monthly Broadband Services	6051800000	\$ 1,512.50
3685	PAUL BUNYAN COMMUNICATIONS	12/22/2017	1885	Supplies	6051800072	\$ 643.50
3686	PERMA BOUND	12/22/2017	1753220-02	FEF Grant - Linda Bahr	1301800072	\$ 34.09

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	PERMA BOUND	12/22/2017	1753220-01	FEF Grant - Linda Bahr	1301800072	\$ 93.18
	PERMA BOUND	12/22/2017	1753233-01	FES Library Books	1301800074	\$ 159.50
	PERMA BOUND	12/22/2017	1754980-00	FES Library Books	1301800088	\$ 34.80
	PERMA BOUND	12/22/2017	1754997-00	FEF LIBRARY	3001800037	\$ 301.85
3687	SCHOLASTIC CLASSROOM MAGAZINE	12/22/2017	M6396025	CLASSROOM MAGAZINES	2201800001	\$ 439.56
3688	Small Town Tech Inc.	12/22/2017	2878	Supplies	6051800095	\$ 556.18
	Small Town Tech Inc.	12/22/2017	2877	Supplies	6051800079	\$ 182.00
	Small Town Tech Inc.	12/22/2017	2497	Tech Support	0	\$ 37.50
3689	SUPER ONE	12/22/2017	447334	Staff Breakfast - December 13, 2017	1301800107	\$ 285.46
	SUPER ONE	12/22/2017	111517	CLASSROOM EXPERIMENT SUPPLIES	2601800003	\$ 15.04
	SUPER ONE	12/22/2017	111517F	FES; Food for Meal Service	0	\$ 152.66
	SUPER ONE	12/22/2017	121317	TAGS Supplies	0	\$ 50.58
3690	Taylor, Kristi	12/22/2017	2017	G Swim Vol Coach (Pd by Boosters)	0	\$ 800.00
3691	TEACHERS DISCOVERY	12/22/2017	216898	SPANISH PROGRAM	2301800002	\$ 30.90
3692	TRAVELERS INSUR AGENCIES	12/22/2017	Trailer	New Trailer Insurance	0	\$ 104.00
3693	US FOODSERVICE	12/22/2017	3062301	FES; Food For Meal Service	0	\$ 861.36
	US FOODSERVICE	12/22/2017	3118170	FES; Food For Meal Service	0	\$ 820.46
	US FOODSERVICE	12/22/2017	3192343	FES; Food For Meal Service	0	\$ 987.56
	US FOODSERVICE	12/22/2017	3210678	FES; Food For Meal Service	0	\$ 20.34
	US FOODSERVICE	12/22/2017	3253244	FES; Food For Meal Service	0	\$ 873.94
	US FOODSERVICE	12/22/2017	5885669	FES; Food For Meal Service	0	\$ 1,655.77
	US FOODSERVICE	12/22/2017	5885656	FES; Milk for Meal Service	0	\$ 375.25
	US FOODSERVICE	12/22/2017	3062290	FES; Milk for Meal Service	0	\$ 226.78
	US FOODSERVICE	12/22/2017	3118152	FES; Milk for Meal Service	0	\$ 306.31
3693	US FOODSERVICE	12/22/2017	3118153	FES; Milk for Meal Service	0	\$ 39.49
	US FOODSERVICE	12/22/2017	3192333	FES; Milk for Meal Service	0	\$ 167.54
	US FOODSERVICE	12/22/2017	3253227	FES; Milk for Meal Service	0	\$ 315.61
	US FOODSERVICE	12/22/2017	3253228	FES; Milk for Meal Service	0	\$ 19.75
	US FOODSERVICE	12/22/2017	3327566	FES; Milk for Meal Service	0	\$ 178.12
	US FOODSERVICE	12/22/2017	3327567	FES; Milk for Meal Service	0	\$ 19.75
	US FOODSERVICE	12/22/2017	5885655	FHS; Milk for Meal Service	0	\$ 176.84
	US FOODSERVICE	12/22/2017	3062287	FHS; Milk for Meal Service	0	\$ 216.34
	US FOODSERVICE	12/22/2017	3118151	FHS; Milk for Meal Service	0	\$ 187.29
	US FOODSERVICE	12/22/2017	3192332	FHS; Milk for Meal Service	0	\$ 177.99
	US FOODSERVICE	12/22/2017	3253226	FHS; Milk for Meal Service	0	\$ 196.59
	US FOODSERVICE	12/22/2017	3327563	FHS; Milk for Meal Service	0	\$ 98.87
	US FOODSERVICE	12/22/2017	3062291	FES; Food for Meal Service	0	\$ 210.54

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	US FOODSERVICE	12/22/2017	3327575	FES; Food for Meal Service	0	\$ 86.13
	US FOODSERVICE	12/22/2017	5885653	FHS; Food for Meal Service	0	\$ 14.22
	US FOODSERVICE	12/22/2017	3062286	FHS; Food for Meal Service	0	\$ 44.66
	US FOODSERVICE	12/22/2017	3253234	FHS; Food for Meal Service	0	\$ 47.85
	US FOODSERVICE	12/22/2017	3327565	FHS; Food for Meal Service	0	\$ 70.18
	US FOODSERVICE	12/22/2017	5576199	FHS; Food for Meal Service	0	\$ 8.02
	US FOODSERVICE	12/22/2017	5928364	FHS; Food for Meal Service	0	\$ (6.02)
	US FOODSERVICE	12/22/2017	5739200	FHS; Food for Meal Service	0	\$ 258.56
	US FOODSERVICE	12/22/2017	5885654	FHS; Food for Meal Service	0	\$ 341.84
	US FOODSERVICE	12/22/2017	5885660	FHS; Food for Meal Service	0	\$ 861.03
	US FOODSERVICE	12/22/2017	5885672	FHS; Supplies for Meal Service	0	\$ 41.10
	US FOODSERVICE	12/22/2017	3062283	FHS; Food for Meal Service	0	\$ 1,975.53
	US FOODSERVICE	12/22/2017	3062283	FHS; Food for Meal Service	0	\$ 1,096.12
	US FOODSERVICE	12/22/2017	3118163	FHS; Food for Meal Service	0	\$ 254.11
	US FOODSERVICE	12/22/2017	5972242	FHS; Food for Meal Service	0	\$ (45.82)
	US FOODSERVICE	12/22/2017	3192328	FHS; Food for Meal Service	0	\$ 2,837.13
	US FOODSERVICE	12/22/2017	3253232	FHS; Food for Meal Service	0	\$ 454.49
	US FOODSERVICE	12/22/2017	3327559	FHS; Food for Meal Service	0	\$ 2,561.17
	US FOODSERVICE	12/22/2017	3383606	FHS; Milk for Meal Service	0	\$ 108.00
	US FOODSERVICE	12/22/2017	3383611	FHS; Food for Meal Service	0	\$ 189.26
3694	Zones, Inc.	12/22/2017	K08324290202	Supplies	6051800060	\$ 40.07
3695	Clement, David Brian	12/21/2017	B BB 12/21/17	B BB REF 12/21/17		0 \$ 105.00
3696	GLUMACK, BABE	12/21/2017	B BB 12/21/17	B BB REF 12/21/17		0 \$ 214.41
3697	HARLING, Brian	12/21/2017	B HOCKEY 12/22/17	B HOCKEY REF 12/22/17		0 \$ 85.00
3698	Moe, Tim	12/21/2017	G HOCKEY 12/21/17	G HOCKEY REF 12/21/17		0 \$ 85.00
3699	Parenteau, Jordon	12/21/2017	B BB 12/21/17	B BB REF 12/21/17		0 \$ 105.00
3700	PODOMINICK, Anthony	12/21/2017	B HOCKEY 12/22/17	B HOCKEY REF 12/22/17		0 \$ 211.04
3701	Rousseau, Jeff	12/21/2017	G HOCKEY 12/21/17	G HOCKEY REF 12/21/17		0 \$ 60.00
	Rousseau, Jeff	12/21/2017	B HOCKEY 12/22/17	B HOCKEY 12/22/17		0 \$ 60.00
3702	SCAIA, TODD	12/21/2017	G HOCKEY 12/21/17	G HOCKEY REF 12/21/17		0 \$ 186.97
3703	TOP THAT! BY LONI	12/21/2017	1520	New Padding for Weight Sets (All Class Reunion Donation)		0 \$ 1,000.00
	TOP THAT! BY LONI	12/21/2017	1520	New Padding for Weight Sets (All Class Reunion Donation)		0 \$ 100.00
3704	Carpenter, Barbara	12/22/2017	12/22/2017	Early Retirement Incentive		0 \$ 811.15
3705	JOHNSON, NANCY	12/22/2017	12/22/2017	Early Retirement Incentive		0 \$ 744.15
3706	Mannausau, Alyce	12/22/2017	12/22/2017	Early Retirement Incentive		0 \$ 2,934.56
3707	Gjertson, John	12/27/2017	12/27/2017	Early Retirement Incentive -		0 \$ 268.45

11

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
				John Gjertson		
3708	Select Account	12/27/2017	38562463	Medical FSA: 12/18/2017 - 12/21/2017		0 \$ 1,041.61
3709	Madison National Life	12/27/2017	1279891	Life Insurance - January 2018		0 \$ 58.80
	Madison National Life	12/27/2017	1279891	Life Insurance - January 2018		0 \$ 1,524.80
3710	Madison National Life	12/27/2017	1279892	LTD Insurance - January 2018		0 \$ 137.50
3711	DELTA DENTAL	12/27/2017	7130694	Dental Insurance - January 2018		0 \$ 1,863.40
3711	DELTA DENTAL	12/27/2017	7130694	Dental Insurance - January 2018		0 \$ 4,681.32
	DELTA DENTAL	12/27/2017	7130694	Dental Insurance - January 2018		0 \$ 86.10
	DELTA DENTAL	12/27/2017	7130694	Dental Insurance - January 2018		0 \$ 86.10
3712	EARTHGRAINS BAKING CO INC	12/29/2017	52526217345	FES; Bread for Meal Service		0 \$ 73.00
	EARTHGRAINS BAKING CO INC	12/29/2017	52526217390	FES; Bread for Meal Service		0 \$ 75.50
	EARTHGRAINS BAKING CO INC	12/29/2017	52526217265	FES; Bread for Meal Service		0 \$ 80.40
	EARTHGRAINS BAKING CO INC	12/29/2017	52526217292	FES; Bread for Meal Service		0 \$ 29.60
	EARTHGRAINS BAKING CO INC	12/29/2017	52526217294	FHS; Bread for Meal Service		0 \$ 54.90
	EARTHGRAINS BAKING CO INC	12/29/2017	52526217343	FHS; Bread for Meal Service		0 \$ 55.80
	EARTHGRAINS BAKING CO INC	12/29/2017	5.25262E+11	FHS; Bread for Meal Service		0 \$ 56.70
3713	GUARDIAN PEST CONTROL INC	12/29/2017	1831904	Pest Control Service	8101800021	\$ 64.65
3714	Marco Technologies LLC	12/29/2017	INV4832454	Guid Office Cost per Copy	7101800000	\$ 21.10
	Marco Technologies LLC	12/29/2017	INV4840290	Bus Office; Copier toner	1101800012	\$ 33.98
3715	Marco Technologies LLC	12/29/2017	346535776	FHS; Mailroom Copier	3001800043	\$ 1,397.69
	Marco Technologies LLC	12/29/2017	346535776	FHS; Mailroom Copier	3001800043	\$ 804.24
3716	Northern Office Outfitters	12/29/2017	5542	Toner for FHS Library		0 \$ 200.00
	Northern Office Outfitters	12/29/2017	5144	Toner for M McDonald's Room		0 \$ 149.00
	Northern Office Outfitters	12/29/2017	5258	Fuser for D Olson's Printer		0 \$ 362.00
	Northern Office Outfitters	12/29/2017	5367	Color Toner for West End Printer		0 \$ 615.00
3717	NORTHLAND LEARNING CENTER	12/29/2017	3958	FY18 Speech Partners 10/23-11/5/17		0 \$ 3,029.49
	NORTHLAND LEARNING CENTER	12/29/2017	3974	FY18 Speech Partners 11/20-12/3/17		0 \$ 2,591.53
	NORTHLAND LEARNING CENTER	12/29/2017	3966	FY18 Speech Partners 11/6-11/19/17		0 \$ 2,585.42
	NORTHLAND LEARNING CENTER	12/29/2017	3938	FY18 Psychologist Services		0 \$ 13,114.51
	NORTHLAND LEARNING CENTER	12/29/2017	3938	FY18 Psychologist Services		0 \$ 4,407.54

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	NORTHLAND LEARNING CENTER	12/29/2017	3906	FY18 Targeted Services Summer		0 \$ 273.69
	NORTHLAND LEARNING CENTER	12/29/2017	3928	FY18 ECSE Services		0 \$ 29,077.50
3717	NORTHLAND LEARNING CENTER	12/29/2017	3928	FY18 ECSE Services		0 \$ 4,808.09
3718	Sean James Enterprises, Inc	12/29/2017	82536	GARMENT BAGS PURPLE PRIDE	3001800058	\$ 516.75
3719	Anderson, Charles	12/29/2017	122917	2 JV B Basketball Ref		0 \$ 90.00
3720	Drouillard, Darryl	12/29/2017	122917	Referee for G & B Basketball Games		0 \$ 70.00
	Drouillard, Darryl	12/29/2017	122917	Referee for G & B Basketball Games		0 \$ 70.00
3721	Erickson, Rod	12/29/2017	122917	G & B Basketball Ref & Mileage		0 \$ 123.77
	Erickson, Rod	12/29/2017	122917	G & B Basketball Ref & Mileage		0 \$ 123.77
3722	HAFDAHL, Jim	12/29/2017	123017	Boys Swimming Official		0 \$ 100.00
	HAFDAHL, Jim	12/29/2017	123017	Boys Swimming Official		0 \$ 105.93
3723	MEININGER, Jerold	12/29/2017	123017	Boys Swimming Official		0 \$ 100.00
	MEININGER, Jerold	12/29/2017	123017	Boys Swimming Official		0 \$ 124.12
3724	Trosen, Tim	12/29/2017	122917	Referee for G & B Basketball Games		0 \$ 70.00
	Trosen, Tim	12/29/2017	122917	Referee for G & B Basketball Games		0 \$ 70.00
3725	Select Account	1/2/2018	38566358	Medical FSA: 12/25/2017 - 1/1/2018		0 \$ 537.44
3726	KEHOE, Rick	1/2/2018	B BB 1/2/18	B BB REF 1/2/18		0 \$ 250.82
3727	Ringle, Theodore	1/2/2018	B BB 1/2/18	B BB REF 1/2/18		0 \$ 127.00
3728	AFT Local #331	1/5/2018	20180105ADDUE1	Payroll accrual		0 \$ 3,130.03
	AFT Local #331	1/5/2018	20180105ADDUE1	Payroll accrual		0 \$ 133.00
3729	Falls Education Foundation	1/5/2018	20180105ADFEF	Payroll accrual		0 \$ 25.00
3730	MN Child Support Pymt Center-Carlson	1/5/2018	20180105ADCSUF	Payroll accrual		0 \$ 253.70
3731	MN Child Support Payment Center - Nelson	1/5/2018	20180105ADCSUF	Payroll accrual		0 \$ 127.91
3732	ND Child Support Division	1/5/2018	20180105ADCSP1	Payroll accrual		0 \$ 346.16
3733	Para Local #4798	1/5/2018	20180105ADDUE2	Payroll accrual		0 \$ 676.83
	Para Local #4798	1/5/2018	20180105ADDUE2	Payroll accrual		0 \$ 26.07
3734	United Way of Northeastern MN	1/5/2018	20180105ADUWA	Payroll accrual		0 \$ 10.00
3735	PELLAND, WANDA	1/3/2018	1/3/2018	Early Retirement Incentive - Wanda Pelland		0 \$ 2,443.20
3736	NCPERS MINNESOTA	1/3/2018	1649118	PERA Life Insurance - January 2018		0 \$ 192.00
3737	FIRST	1/4/2018	ROBOTICS 2018	ROBOTICS TEAM REGISTRATION		0 \$ 5,000.00

13

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
3738	CASH	1/4/2018	1/4/2018	Extra Cash for Weekend Games	0	\$ 600.00
3739	DISTRIBUTED WEBSITE CORP	1/5/2018	33984	ACTIVITY SCHEDULER RENEWAL	2921800032	\$ 895.00
3740	FRONTIER	1/5/2018	121617FHS	Monthly Telephone Service	8101800003	\$ 34.27
	FRONTIER	1/5/2018	121617FHS	Monthly Telephone Service	8101800003	\$ 560.32
	FRONTIER	1/5/2018	121617FHS	Monthly Telephone Service	8101800003	\$ 207.12
	FRONTIER	1/5/2018	121617FHS	Monthly Telephone Service	8101800003	\$ 43.27
	FRONTIER	1/5/2018	121617FHS	Monthly Telephone Service	8101800003	\$ 34.27
3741	INTERQUEST DETECTION CANINES	1/5/2018	Dec-17	Canine Detection Services	3001800034	\$ 315.00
3742	Jamf	1/5/2018	52854	Supplies	6051800087	\$ 3,351.00
3743	K&K MEYERS INC	1/5/2018	21628	FES; Repair Door & Install Lock	0	\$ 425.00
	K&K MEYERS INC	1/5/2018	21631	Replace locks at FES	8101800074	\$ 2,261.00
3744	KANTOR ELECTRIC INC	1/5/2018	14242	Rebuild upstairs of arena after fire	8101800078	\$ 21,909.12
3744	KANTOR ELECTRIC INC	1/5/2018	14230	Supplies	6051800097	\$ 373.16
	KANTOR ELECTRIC INC	1/5/2018	14258	Science room upgrades	8101800061	\$ 2,925.00
	KANTOR ELECTRIC INC	1/5/2018	14228	Pool Chlorinator Pump	0	\$ 88.00
3745	KORNEY BOARD AIDS	1/5/2018	176829	BOYS BASKETBALL WHITBOARD	2921800033	\$ 97.90
3746	Marsh & McLennan Agency, LLC	1/5/2018	428416	Consulting Services	1101800010	\$ 3,900.00
3747	MN ENERGY RESOURCES CORP	1/5/2018	1220G	Garage; Natural Gas Services	8101800004	\$ 785.78
3748	NORTHEAST SERVICE COOPERATIVE	1/5/2018	31831	Staff Dev Workshop (2 Teachers)	0	\$ 200.00
	NORTHEAST SERVICE COOPERATIVE	1/5/2018	31782	Knowledge Bowl Meets	0	\$ 900.00
3749	OFFICE DEPOT	1/5/2018	9.88987E+11	PRINTER CARTRIDGE	2121800005	\$ 88.61
	OFFICE DEPOT	1/5/2018	9.85302E+11	PLASTIC COMBS/BINDERS	3001800059	\$ 31.08
	OFFICE DEPOT	1/5/2018	9.85302E+11	PLASTIC COMBS/BINDERS	3001800059	\$ 23.49
3750	Raymond Geddes	1/5/2018	683637	FES School Store Supplies	1301800103	\$ 67.50
3751	SCHOOL SPECIALTY	1/5/2018	3.08103E+11	FEF Grant - Dawn Schindeldecker	1301800061	\$ 109.22
3752	SHANNONS INC	1/5/2018	15532	Arena; hanging unit heaters due to fire	8101800077	\$ 8,000.00
	SHANNONS INC	1/5/2018	15584	Installed New Thermocoupler	0	\$ 125.00
3753	TIERNEY BROTHERS INC	1/5/2018	759095	Projector Light	6051800092	\$ 632.10
3754	Tyler Technologies, Inc.	1/5/2018	045-209490	Routing software	7601800013	\$ 1,750.00
3755	WATER DEPT	1/5/2018	122017	Water Usage	8101800016	\$ 2,043.26
	WATER DEPT	1/5/2018	122017	Water Usage	8101800016	\$ 2,526.49
	WATER DEPT	1/5/2018	122017	Water Usage	8101800016	\$ 2,253.36
	WATER DEPT	1/5/2018	122017	Water Usage	8101800016	\$ 101.94
3756	XEROX CORP	1/5/2018	91596196	FHS Copy Machine Rental	1101800007	\$ 478.09

14

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	XEROX CORP	1/5/2018	91596195	FES Copy Machine Rental	1101800007	\$ 478.09
3757	Zones, Inc.	1/5/2018	K08809250101	Supplies	6051800096	\$ 45.92
3758	Drouillard, Darryl	1/6/2018	B BB 1/5/18	B BB REF 1/5/18	0	\$ 105.00
	Drouillard, Darryl	1/6/2018	B BB 1/6/18	B BB REF 1/6/18	0	\$ 105.00
3759	Erickson, Rod	1/6/2018	B BB 1/5/18	B BB REF 1/5/18	0	\$ 247.57
	Erickson, Rod	1/6/2018	B BB 1/6/18	B BB 1/6/18	0	\$ 247.57
3760	ESTEY, STEVE	1/6/2018	B HOCKEY 1/5/18	BOYS HOCKEY REF 1/5/18	0	\$ 85.00
3761	LAINE, Bob	1/6/2018	B BB 1/5/18	B BB REF 1/5/18	0	\$ 105.00
3762	Perpich, Brian	1/6/2018	G HOCKEY 1/6/18	G HOCKEY REF 1/6/18	0	\$ 188.87
3763	ROOSDETT, JEFF	1/6/2018	B BB 1/6/18	B BB REF 1/6/18	0	\$ 105.00
3764	Rousseau, Jeff	1/6/2018	B HOCKEY 1/5/18	BOYS HOCKEY REF 1/5/18	0	\$ 60.00
	Rousseau, Jeff	1/6/2018	G HOCKEY 1/6/18	GIRLS HOCKEY REF 1/6/18	0	\$ 60.00
3765	SAMPSON, DON	1/6/2018	G HOCKEY 1/6/18	G HOCKEY REF 1/6/18	0	\$ 85.00
3766	Steinberg, Jamie	1/6/2018	B HOCKEY 1/5/18	BOYS HOCKEY REF 1/5/18	0	\$ 194.74
3767	Select Account	1/8/2018	38569957	Medical FSA: 01/01/2018 - 01/05/2018 Dep Care FSA:	0	\$ 2,623.34
					1/5/2018	
3768	APPLE INC	1/16/2018	6708989602	IPAD FOR SP. ED	3001800056	\$ 299.99
	APPLE INC	1/16/2018	6708454250	Supplies	6051800088	\$ 299.00
3769	Bond Trust Services Corp.	1/16/2018	38560	Alt Bond Principal Interest	0	\$ 18,006.25
	Bond Trust Services Corp.	1/16/2018	38560	Alt Bond Principal Interest	0	\$ 130,000.00
3770	DOMINO'S PIZZA	1/16/2018	122017	FHS; Ala Carte Pizza	0	\$ 670.80
3771	Educator Benefit Consultants, LLC	1/16/2018	39860	403b Third Party Admin Svc	1101800000	\$ 158.24
3772	EVOLVE U FITNESS & WELLNESS LLC	1/16/2018	11537	PALS Activities for Falls Session	5001800020	\$ 50.00
3773	FRIENDS GARBAGE SERVICE, LLC	1/16/2018	9098429	Garbage Pickups	8101800005	\$ 1,415.70
3774	KGHS-AM	1/16/2018	10218	School Matters	101800000	\$ 198.00
3775	MENARDS	1/16/2018	4761	FHS; Bolts & Washers	0	\$ 30.37
	MENARDS	1/16/2018	4709	FHS; Bolts & Washers	0	\$ 55.52
	MENARDS	1/16/2018	4543	FHS; Bolts & Washers	0	\$ 51.94
	MENARDS	1/16/2018	4813	FHS; Anchors	0	\$ 20.96
	MENARDS	1/16/2018	4362	FHS; Bleach	0	\$ 14.44
	MENARDS	1/16/2018	4059	Arena Fire Repairs	0	\$ 137.61
	MENARDS	1/16/2018	4162	FHS; Jigsaw Blade & Bits	0	\$ 21.60
	MENARDS	1/16/2018	4166	FHS; Pipe Repair Kit	0	\$ 33.97
	MENARDS	1/16/2018	4038	FHS; Cooper Tubes	0	\$ 46.69
	MENARDS	1/16/2018	4121	FES; Repair Supplies	0	\$ 45.86
	MENARDS	1/16/2018	4118	Arena Fire Repairs	0	\$ 30.66
3776	MN DEPT OF PUBLIC SAFETY	1/16/2018	M-89763	FHS; EPCRA Hazardous Chemical	0	\$ 25.00

15

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	MN DEPT OF PUBLIC SAFETY	1/16/2018	M-89764	Fee (Facility Id 6391) Garage; EPCRA Hazardous Chemical Fee (Facility Id 6391)	0	\$ 25.00
3777	RAINY LAKE MEDICAL CENTER	1/16/2018	3129	PT/OT Therapies Services	3001800013	\$ 7,856.04
3778	ROCHESTER TELECOM SYSTEMS INC	1/16/2018	122217	Long Distance Phone Calls	8101800020	\$ 65.91
	ROCHESTER TELECOM SYSTEMS INC	1/16/2018	122217	Long Distance Phone Calls	8101800020	\$ 65.91
3779	SCHOOL NURSE SUPPLY INC	1/16/2018	0663874-IN	BLEACH WIPES FOR SCHOOL NURSE	7201800001	\$ 139.00
3780	SOUTHPAW	1/16/2018	422179	SP ED CLASSROOM SUPPLIES	3001800060	\$ 564.19
3781	THE JOURNAL	1/16/2018	123117	Advertising Local Newspaper	1101800001	\$ 670.67
3782	Thompson, Sara	1/16/2018	10318	P & I Grant Marketing Consultant	7901800000	\$ 1,160.00
3783	Bronco Football Boosters	1/8/2018	BOOSTER REFUND	FB BOOSTER REFUND	0	\$ 1,500.00
3784	HODGSON, JON	1/8/2018	G BB 1/8/18	G BB REF 1/8/18	0	\$ 127.00
3785	Schultz, Brian	1/8/2018	G BB 1/8/18	G BB REF 1/8/18	0	\$ 250.82
171800243	Amundsen, Amy	12/14/2017	B SWIM 12/14/17	BOYS SWIM OFFICIAL 12/14/17	0	\$ 80.00
171800244	Goff, Ashley	12/22/2017	2017	G Swim Vol Coach (Pd by Boosters)	0	\$ 600.00
171800245	VOYAGEUR CHARTER COACH	12/22/2017	2474	Girls Swimming 11/11	0	\$ 776.65
	VOYAGEUR CHARTER COACH	12/22/2017	2473	Girls Swimming 11/9	0	\$ 776.65
	VOYAGEUR CHARTER COACH	12/22/2017	2477	Girls Hockey Silver Bay 11/16	0	\$ 1,238.35
	VOYAGEUR CHARTER COACH	12/22/2017	2475	Girls Hockey Roseau 11/14	0	\$ 921.40
171800246	Rolando, Donald	12/29/2017	122917	2 Games JV G Basketball Ref	0	\$ 90.00
171800247	Anderson, Charles	1/16/2018	122117	Mileage Reimbursement B/T FES & FHS	0	\$ 7.49
171800248	Awe, William	1/16/2018	120817	Staff Dev; Reimbursement for Meals & Gas	0	\$ 46.28
171800249	Besch, Tina	1/16/2018	122717	Mileage Reimbursment to Bank 11/7-12/27/17	0	\$ 55.85
171800250	Blesi, Michael	1/16/2018	123017	Cell Phone Reimbursement Jul-Dec 2017	0	\$ 450.00
171800251	Boe, Angel	1/16/2018	122117	Mileage B/T FES & Public Library (Nov & Dec)	0	\$ 39.32
171800252	Christianson, Rosa	1/16/2018	1222117	Mileage B/T FHS & Backus	0	\$ 25.15
171800253	Ebel, Heather	1/16/2018	120816	Staff Dev; Reimbursement for Meals & Mileage	0	\$ 305.95
171800254	Everson, Timothy	1/16/2018	123017	Cell Phone Reimbursement Jul-Dec 2017	0	\$ 450.00
171800255	Glowack, Marc	1/16/2018	123017	Cell Phone Reimbursement	0	\$ 375.00

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
				Aug-Dec 2017		
171800256	Grover, Kevin	1/16/2018	122017	Mileage Reimbursement to Sped Board Meeting	0	\$ 76.23
	Grover, Kevin	1/16/2018	123017	Cell Phone Reimbursement Jul-Dec 2017	0	\$ 450.00
171800257	Holt, Thomas	1/16/2018	123017	Cell Phone Reimbursement Jul-Dec 2017	0	\$ 450.00
171800258	Hopkins, Michelle	1/16/2018	122817	Mileage to Bank 10/9/17-12/28/17	0	\$ 38.52
171800259	Koenig, Tamara	1/16/2018	113017	Mileage B/T FES & FHS or Backus (Nov)	0	\$ 31.46
171800260	Mason, Terry	1/16/2018	120817	Staff Dev; Meal Reimbursement	0	\$ 72.68
171800261	Potter, Lori	1/16/2018	122117	Mileage B/T FHS & Bus Garage (Nov & Dec)	0	\$ 34.24
171800262	Rousseau, Erin	1/16/2018	122117	Mileage B/T FHS & Bus Garage	0	\$ 32.10
171800263	Taylor, Jenny	1/16/2018	121217	Staff Dev; Meal & Mileage Reimbursement	0	\$ 288.09
171800264	Tessier, Wyatt	1/16/2018	122117	Mileage B/T FHS & Bus Garage	0	\$ 16.05
171800265	VOYAGEUR CHARTER COACH	1/16/2018	2486	BOYS HOCKEY MILEAGE ESTIMATE	2921800036	\$ 1,538.40
	VOYAGEUR CHARTER COACH	1/16/2018	2507	2017-2018 BOYS HOCKEY MILEAGE ESTIMATE	2921800036	\$ 1,143.32
	VOYAGEUR CHARTER COACH	1/16/2018	2507	2017-2018 BOYS HOCKEY MILEAGE ESTIMATE	2921800036	\$ 590.23
	VOYAGEUR CHARTER COACH	1/16/2018	2508	GIRLS HOCKEY MILEAGE December	2921800037	\$ 8,188.70
171800266	Wenberg-Anderson, Jennifer	1/16/2018	122117	Mileage B/T FES & FHS	0	\$ 8.03
171800267	Wilson, June	1/16/2018	122117	Mileage B/T FHS & Bus Garage	0	\$ 13.91
201700544	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSAII	Payroll accrual	0	\$ 48.08
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSAN	Payroll accrual	0	\$ 118.94
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSAN	Payroll accrual	0	\$ 38.77
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSAS	Payroll accrual	0	\$ 731.65
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSEC	Payroll accrual	0	\$ 2,414.62
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSEC	Payroll accrual	0	\$ 50.16
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSFR	Payroll accrual	0	\$ 1,920.49
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSGR	Payroll accrual	0	\$ 346.16
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSHC	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSMC	Payroll accrual	0	\$ 245.15
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSSY	Payroll accrual	0	\$ 73.86
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSVA	Payroll accrual	0	\$ 3,271.08
	Educator Benefit Consultants, LLC	12/22/2017	20171222ADTSVA	Payroll accrual	0	\$ 46.16

17

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Educator Benefit Consultants, LLC	12/22/2017	20171222AFTSAM	Payroll accrual	0	\$ 118.94
	Educator Benefit Consultants, LLC	12/22/2017	20171222AFTSAM	Payroll accrual	0	\$ 38.77
	Educator Benefit Consultants, LLC	12/22/2017	20171222AFTSASI	Payroll accrual	0	\$ 403.15
	Educator Benefit Consultants, LLC	12/22/2017	20171222AFTSECI	Payroll accrual	0	\$ 1,572.02
	Educator Benefit Consultants, LLC	12/22/2017	20171222AFTSECI	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	12/22/2017	20171222AFTSFR/	Payroll accrual	0	\$ 646.28
	Educator Benefit Consultants, LLC	12/22/2017	20171222AFTSGR	Payroll accrual	0	\$ 65.39
	Educator Benefit Consultants, LLC	12/22/2017	20171222AFTSMC	Payroll accrual	0	\$ 225.52
	Educator Benefit Consultants, LLC	12/22/2017	20171222AFTSST/	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	12/22/2017	20171222AFTSVA	Payroll accrual	0	\$ 1,570.30
	Educator Benefit Consultants, LLC	12/22/2017	20171222AFTSVA	Payroll accrual	0	\$ 34.22
201700545	ING	12/22/2017	20171222ADG-45	Payroll accrual	0	\$ 9.79
	ING	12/22/2017	20171222ADG-45	Payroll accrual	0	\$ 21.79
	ING	12/22/2017	20171222AFDEFM	Payroll accrual	0	\$ 9.79
	ING	12/22/2017	20171222AFDEFM	Payroll accrual	0	\$ 21.79
	ING	12/22/2017	20171222AFHCSP	Payroll accrual	0	\$ 2,654.13
	ING	12/22/2017	20171222AFHCSP	Payroll accrual	0	\$ 6.92
201700546	Internal Revenue Service	12/22/2017	20171222ADFICA	Payroll accrual	0	\$ 16,807.77
	Internal Revenue Service	12/22/2017	20171222ADFICA	Payroll accrual	0	\$ 716.92
	Internal Revenue Service	12/22/2017	20171222ADFICA	Payroll accrual	0	\$ 645.04
	Internal Revenue Service	12/22/2017	20171222ADFTA	Payroll accrual	0	\$ 105.00
	Internal Revenue Service	12/22/2017	20171222ADFTA	Payroll accrual	0	\$ 15.00
	Internal Revenue Service	12/22/2017	20171222ADFTA	Payroll accrual	0	\$ 20.00
201700546	Internal Revenue Service	12/22/2017	20171222ADFTP	Payroll accrual	0	\$ 12.00
	Internal Revenue Service	12/22/2017	20171222ADFTX	Payroll accrual	0	\$ 25,660.83
	Internal Revenue Service	12/22/2017	20171222ADFTX	Payroll accrual	0	\$ 994.14
	Internal Revenue Service	12/22/2017	20171222ADFTX	Payroll accrual	0	\$ 716.09
	Internal Revenue Service	12/22/2017	20171222ADMDC	Payroll accrual	0	\$ 3,930.92
	Internal Revenue Service	12/22/2017	20171222ADMDC	Payroll accrual	0	\$ 167.66
	Internal Revenue Service	12/22/2017	20171222ADMDC	Payroll accrual	0	\$ 150.84
	Internal Revenue Service	12/22/2017	20171222AFFICA	Payroll accrual	0	\$ 16,807.77
	Internal Revenue Service	12/22/2017	20171222AFFICA	Payroll accrual	0	\$ 716.92
	Internal Revenue Service	12/22/2017	20171222AFFICA	Payroll accrual	0	\$ 645.04
	Internal Revenue Service	12/22/2017	20171222AFMDCI	Payroll accrual	0	\$ 3,930.92
	Internal Revenue Service	12/22/2017	20171222AFMDCI	Payroll accrual	0	\$ 167.66
	Internal Revenue Service	12/22/2017	20171222AFMDCI	Payroll accrual	0	\$ 150.84
201700547	MINNESOTA REVENUE	12/22/2017	20171222ADSITA	Payroll accrual	0	\$ 24.00
	MINNESOTA REVENUE	12/22/2017	20171222ADSITA	Payroll accrual	0	\$ 6.00
	MINNESOTA REVENUE	12/22/2017	20171222ADSITA	Payroll accrual	0	\$ 20.00

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	MINNESOTA REVENUE	12/22/2017	20171222ADSITM	Payroll accrual	0 \$	10,716.98
	MINNESOTA REVENUE	12/22/2017	20171222ADSITM	Payroll accrual	0 \$	424.39
	MINNESOTA REVENUE	12/22/2017	20171222ADSITM	Payroll accrual	0 \$	342.33
	MINNESOTA REVENUE	12/22/2017	20171222ADSITP	Payroll accrual	0 \$	128.27
201700548	MN Teachers Retirement Association	12/22/2017	20171222ADTRAC	Payroll accrual	0 \$	13,495.10
	MN Teachers Retirement Association	12/22/2017	20171222ADTRAC	Payroll accrual	0 \$	591.58
	MN Teachers Retirement Association	12/22/2017	20171222AFTRAC	Payroll accrual	0 \$	13,495.10
	MN Teachers Retirement Association	12/22/2017	20171222AFTRAC	Payroll accrual	0 \$	591.58
201700549	Public Employees Retirement Association	12/22/2017	20171222ADPERA	Payroll accrual	0 \$	6,085.21
	Public Employees Retirement Association	12/22/2017	20171222ADPERA	Payroll accrual	0 \$	208.33
	Public Employees Retirement Association	12/22/2017	20171222ADPERA	Payroll accrual	0 \$	687.79
	Public Employees Retirement Association	12/22/2017	20171222AFPERA	Payroll accrual	0 \$	7,021.37
	Public Employees Retirement Association	12/22/2017	20171222AFPERA	Payroll accrual	0 \$	240.40
	Public Employees Retirement Association	12/22/2017	20171222AFPERA	Payroll accrual	0 \$	793.60
201700550	Public Employees Retirement-DCP	12/22/2017	20171222ADDCP	Payroll accrual	0 \$	24.60
	Public Employees Retirement-DCP	12/22/2017	20171222AFDCP	Payroll accrual	0 \$	24.60
201700551	Internal Revenue Service	12/21/2017	20171221ADFICA	Payroll accrual	0 \$	40.64
	Internal Revenue Service	12/21/2017	20171221ADFTX	Payroll accrual	0 \$	21.28
201700551	Internal Revenue Service	12/21/2017	20171221ADMDC	Payroll accrual	0 \$	9.50
	Internal Revenue Service	12/21/2017	20171221AFFICA	Payroll accrual	0 \$	40.64
	Internal Revenue Service	12/21/2017	20171221AFMDCI	Payroll accrual	0 \$	9.50
201700552	MINNESOTA REVENUE	12/21/2017	20171221ADSITM	Payroll accrual	0 \$	11.39
201700553	Public Employees Retirement Association	12/21/2017	20171221ADPERA	Payroll accrual	0 \$	42.60
	Public Employees Retirement Association	12/21/2017	20171221AFPERA	Payroll accrual	0 \$	49.16
201700554	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSAII	Payroll accrual	0 \$	48.08
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSAN	Payroll accrual	0 \$	118.94
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSAN	Payroll accrual	0 \$	38.77
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSAS	Payroll accrual	0 \$	731.65
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSEC	Payroll accrual	0 \$	2,464.62
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSEC	Payroll accrual	0 \$	50.16
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSFR	Payroll accrual	0 \$	1,920.49
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSGR	Payroll accrual	0 \$	346.16
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSHC	Payroll accrual	0 \$	46.16
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSMC	Payroll accrual	0 \$	245.15
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSSY	Payroll accrual	0 \$	73.86
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSVA	Payroll accrual	0 \$	3,265.35
	Educator Benefit Consultants, LLC	1/5/2018	20180105ADTSVA	Payroll accrual	0 \$	51.89
	Educator Benefit Consultants, LLC	1/5/2018	20180105AFTSAM	Payroll accrual	0 \$	118.94
	Educator Benefit Consultants, LLC	1/5/2018	20180105AFTSAM	Payroll accrual	0 \$	38.77

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Educator Benefit Consultants, LLC	1/5/2018	20180105AFTSASI	Payroll accrual	0	\$ 403.15
	Educator Benefit Consultants, LLC	1/5/2018	20180105AFTSECI	Payroll accrual	0	\$ 1,572.02
	Educator Benefit Consultants, LLC	1/5/2018	20180105AFTSECI	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	1/5/2018	20180105AFTSFR	Payroll accrual	0	\$ 646.28
	Educator Benefit Consultants, LLC	1/5/2018	20180105AFTSGR	Payroll accrual	0	\$ 65.39
	Educator Benefit Consultants, LLC	1/5/2018	20180105AFTSMC	Payroll accrual	0	\$ 225.52
	Educator Benefit Consultants, LLC	1/5/2018	20180105AFTSST	Payroll accrual	0	\$ 46.16
	Educator Benefit Consultants, LLC	1/5/2018	20180105AFTSVA	Payroll accrual	0	\$ 1,570.30
	Educator Benefit Consultants, LLC	1/5/2018	20180105AFTSVA	Payroll accrual	0	\$ 34.22
201700555	ING	1/5/2018	20180105ADG-45	Payroll accrual	0	\$ 9.79
	ING	1/5/2018	20180105ADG-45	Payroll accrual	0	\$ 21.79
	ING	1/5/2018	20180105AFDEFM	Payroll accrual	0	\$ 9.79
	ING	1/5/2018	20180105AFDEFM	Payroll accrual	0	\$ 21.79
	ING	1/5/2018	20180105AFHCSP	Payroll accrual	0	\$ 2,654.13
201700555	ING	1/5/2018	20180105AFHCSP	Payroll accrual	0	\$ 6.92
201700556	Internal Revenue Service	1/5/2018	20180105ADFICA	Payroll accrual	0	\$ 16,090.22
	Internal Revenue Service	1/5/2018	20180105ADFICA	Payroll accrual	0	\$ 736.05
	Internal Revenue Service	1/5/2018	20180105ADFICA	Payroll accrual	0	\$ 570.90
	Internal Revenue Service	1/5/2018	20180105ADFTA	Payroll accrual	0	\$ 105.00
	Internal Revenue Service	1/5/2018	20180105ADFTA	Payroll accrual	0	\$ 15.00
	Internal Revenue Service	1/5/2018	20180105ADFTA	Payroll accrual	0	\$ 20.00
	Internal Revenue Service	1/5/2018	20180105ADFTP	Payroll accrual	0	\$ 12.00
	Internal Revenue Service	1/5/2018	20180105ADFTX	Payroll accrual	0	\$ 24,640.64
	Internal Revenue Service	1/5/2018	20180105ADFTX	Payroll accrual	0	\$ 1,051.55
	Internal Revenue Service	1/5/2018	20180105ADFTX	Payroll accrual	0	\$ 591.20
	Internal Revenue Service	1/5/2018	20180105ADMDC	Payroll accrual	0	\$ 3,763.06
	Internal Revenue Service	1/5/2018	20180105ADMDC	Payroll accrual	0	\$ 172.10
	Internal Revenue Service	1/5/2018	20180105ADMDC	Payroll accrual	0	\$ 133.53
	Internal Revenue Service	1/5/2018	20180105AFFICA	Payroll accrual	0	\$ 16,090.22
	Internal Revenue Service	1/5/2018	20180105AFFICA	Payroll accrual	0	\$ 736.05
	Internal Revenue Service	1/5/2018	20180105AFFICA	Payroll accrual	0	\$ 570.90
	Internal Revenue Service	1/5/2018	20180105AFMDCI	Payroll accrual	0	\$ 3,763.06
	Internal Revenue Service	1/5/2018	20180105AFMDCI	Payroll accrual	0	\$ 172.10
	Internal Revenue Service	1/5/2018	20180105AFMDCI	Payroll accrual	0	\$ 133.53
201700557	MINNESOTA REVENUE	1/5/2018	20180105ADSITA	Payroll accrual	0	\$ 24.00
	MINNESOTA REVENUE	1/5/2018	20180105ADSITA	Payroll accrual	0	\$ 6.00
	MINNESOTA REVENUE	1/5/2018	20180105ADSITA	Payroll accrual	0	\$ 20.00
	MINNESOTA REVENUE	1/5/2018	20180105ADSITM	Payroll accrual	0	\$ 10,169.13
	MINNESOTA REVENUE	1/5/2018	20180105ADSITM	Payroll accrual	0	\$ 447.93

20

January Payables
January 16, 2018

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	MINNESOTA REVENUE	1/5/2018	20180105ADSITM	Payroll accrual	0	\$ 278.49
	MINNESOTA REVENUE	1/5/2018	20180105ADSITP	Payroll accrual	0	\$ 132.45
201700558	MN Teachers Retirement Association	1/5/2018	20180105ADTRAC	Payroll accrual	0	\$ 13,186.07
	MN Teachers Retirement Association	1/5/2018	20180105ADTRAC	Payroll accrual	0	\$ 571.30
	MN Teachers Retirement Association	1/5/2018	20180105AFTRAC	Payroll accrual	0	\$ 13,186.07
	MN Teachers Retirement Association	1/5/2018	20180105AFTRAC	Payroll accrual	0	\$ 571.30
201700559	Public Employees Retirement Association	1/5/2018	20180105ADPERA	Payroll accrual	0	\$ 5,708.52
	Public Employees Retirement Association	1/5/2018	20180105ADPERA	Payroll accrual	0	\$ 224.32
	Public Employees Retirement Association	1/5/2018	20180105ADPERA	Payroll accrual	0	\$ 614.41
	Public Employees Retirement Association	1/5/2018	20180105AFPERA	Payroll accrual	0	\$ 6,586.75
201700559	Public Employees Retirement Association	1/5/2018	20180105AFPERA	Payroll accrual	0	\$ 258.83
	Public Employees Retirement Association	1/5/2018	20180105AFPERA	Payroll accrual	0	\$ 708.91
201700560	Public Employees Retirement-DCP	1/5/2018	20180105ADDCP	Payroll accrual	0	\$ 24.60
	Public Employees Retirement-DCP	1/5/2018	20180105AFDCP	Payroll accrual	0	\$ 24.60
201700561	Internal Revenue Service	1/5/2018	20180105BDFICA	Payroll accrual	0	\$ 44.20
	Internal Revenue Service	1/5/2018	20180105BDFTA	Payroll accrual	0	\$ 5.00
	Internal Revenue Service	1/5/2018	20180105BDFTX	Payroll accrual	0	\$ -
	Internal Revenue Service	1/5/2018	20180105BDMDC	Payroll accrual	0	\$ 10.31
	Internal Revenue Service	1/5/2018	20180105BFFICA	Payroll accrual	0	\$ 44.20
	Internal Revenue Service	1/5/2018	20180105BFMDCI	Payroll accrual	0	\$ 10.31
201700562	MINNESOTA REVENUE	1/5/2018	20180105BDSITA	Payroll accrual	0	\$ 5.00
	MINNESOTA REVENUE	1/5/2018	20180105BDSITM	Payroll accrual	0	\$ -
201700563	MN Teachers Retirement Association	1/5/2018	20180105BDTRAC	Payroll accrual	0	\$ 27.70
	MN Teachers Retirement Association	1/5/2018	20180105BFTRAC	Payroll accrual	0	\$ 27.70
201700564	BMO	1/8/2018		See attached list		\$ 25,542.86
TOTAL						\$ 740,348.35

21

**Title VI Indian Education
INDIAN PARENT COMMITTEE APPROVAL FORM
for Formula Grants to Local Educational Agencies (LEAs)**

LEA Name: ISD 361 PR Award #: S060A18

City/State/Zip Int'l Falls, MN 56649

This certifies that the Parent Committee for the above entity has participated in the development of the application for Title VI funds and approves the proposed project.

Instructions: The written approval of the parent committee must be obtained before EASIE Part II closes and must be uploaded within the EASIE system. Reminder: The Parent Committee Approval Forms must be signed by a majority of whose members are parents and family members of Indian children. *For more information about Indian Parent Committees, see the Part I and Part II FAQs.*

Note: Only Indian parent committee members' signatures, titles and date are required and signatures of any others in attendance at the open meeting should not sign this form. Suggested Parent Committee titles could be parent, grandparent, family member, teacher (not paid by Title VI), high school student or tribal representative.

<u>Beth Slatinski</u> Name	<u>Parent</u> Title	<u>Beth Anne Slatinski</u> LEA Name (if in a consortium)	<u>2-15-18</u> Date
<u>Jenna Votaw</u> Name	<u>Parent</u> Title	<u>Jenna Votaw</u> LEA Name (if in a consortium)	<u>2-15-18</u> Date
<u>Alana Werner</u> Name	<u>Parent</u> Title	<u>Alana Werner</u> LEA Name (if in a consortium)	<u>2-15-18</u> Date
<u>Don Rolando</u> Name	<u>Teacher/Parent</u> Title	<u>Don Rolando</u> LEA Name (if in a consortium)	<u>2-16-18</u> Date
<u>Joe Councillor</u> Name	<u>Student</u> Title	 LEA Name (if in a consortium)	 Date

Check the type of application submitted. Check **only** one box.

- Regular formula grant project:** The application submitted is for a **regular formula grant project**.
- Title I schoolwide program:** The application submitted will include project funds in a **Title I schoolwide program**. The Parent Committee also certifies that it had an opportunity to review the program in a timely fashion and it is consistent with the purpose of the formula grant program for Indian students. The Parent Committee determined that including project funds within a Title I schoolwide program will not diminish the availability of culturally-related activities for Indian students. The Parent Committee has determined that the program will directly enhance the educational experience of Indian students.
- Integration of Services under Section 6116:** The application submitted will consolidate Federal programs funded for the purpose of providing education related services to Indian students. The Federal funds identified within the budget to be consolidated are those that are allocated under a statutory or administrative formula for the purposes of providing education and related services that would be used for Indian students.

AIPAC and District Compliance Documentation

District Identification Information

District/School Name and Number: Inti Falls ISD 361

Indian Education Program Lead: Tom Vollow

Please Choose One:

Option 1: A Resolution of Concurrence

The AIPAC met and issued a vote of **concurrence**. An official Resolution citing this **concurrence** was signed by the AIPAC Chairperson, in the presence of committee members, on (M/D/YR):

The AIPAC presented the **signed** Resolution of Concurrence to the district school board on (M/D/YR): 2/20/18

Option 2: A Resolution of Non-Concurrence

The AIPAC met and issued a vote of **non-concurrence**. An official Resolution citing this **non-concurrence** was signed on (M/D/YR):


The AIPAC presented the **signed** Resolution of non-concurrence to the district school board along with specific recommendations for improvement on (M/D/YR):

The AIPAC, Superintendent, and School Board recognize that the district school board is **required** to respond, in writing, to each specific recommendation, and that that response must be received within 60 days of recommendations being put forth.

Option 3: Our District Does Not Yet Have an AIPAC

Our district has not yet formed an AIPAC, but recognizes the need to do so in order to remain compliant with Minnesota Statutes, Section 124D.78. The district Superintendent will contact the Office of Indian Education immediately to receive guidance on this process, its expectations, and requirements.

Signatures

Personnel Role	Printed Name	Signature	Date
School Board Chairperson			
Superintendent/Director	Kevin Grover		2-16-18
AIPAC Chairperson	Beth Slatinski	Beth Anne Slatinski	2-15-18

Resolution

American Indian Parent Advisory Committee

Due Annually on March 1

WHEREAS, the school board or district has an AIPAC composed of parents/guardians of American Indian children who are eligible for Indian education programs, American Indian language and culture teachers and paraprofessionals, American Indian teachers, American Indian counselors, American Indian adults enrolled in educational programming, and American Indian representatives from community.

WHEREAS, the school board or district affords the AIPAC the necessary information and the opportunity to effectively express their views concerning all aspects of American Indian education and the educational needs of the American Indian children enrolled in the school(s) and program(s), and

WHEREAS, the AIPAC is directly involved with and advises the school board and district staff on Indian Education program planning, and,

WHEREAS, the AIPAC develops and submits recommendations to the school board and district staff pertaining to the needs of American Indian students.

THEREFORE BE IT RESOLVED, that the AIPAC concurs that the school board and district are compliant with MN Statutes, Section 124D.78, and that the school board and district are meeting the needs of American Indian students.

We, the American Indian Parent Advisory Committee, issue a **Vote of Concurrence**. We agree with the contents and implementation of the Indian Education Program Plan and commit to evaluating the IEPP at the end of school year to ensure that it is continuing to meet the needs of American Indian students, **OR**

We, the American Indian Parent Advisory Committee, issue a **Vote of Non-Concurrence**. We attest that the school board and/or district are not compliant with Minnesota Statutes and that the school board and/or district are not meeting the needs of American Indian students. We have provided written recommendations for improvements to the school board, and we acknowledge that the school board has 60 days from the receipt of these recommendations in which to respond, in writing, to each recommendation.

AIPAC Chairperson Signature: Beth Anne Slatinski

Date: 2-15-18

American Indian Parent Advisory Committee (AIPAC)

Representative Roster

Print and fill out by hand. Print names clearly. Scan and remit via email with your completed IEPP.

Representative	American Indian	Committee Role	Primary Area of Representation
Name: <i>Beth Slatinski</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Chairperson <input checked="" type="checkbox"/> Vice-Chairperson <input type="checkbox"/> Secretary <input type="checkbox"/> General Representative <input type="checkbox"/>	Parent <input checked="" type="checkbox"/> Secondary Student <input type="checkbox"/> AI Community Member <input type="checkbox"/> AI Teacher/Paraprofessional <input type="checkbox"/> Other District Staff <input type="checkbox"/>
Name: <i>Jenna Notaw</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Chairperson <input type="checkbox"/> Vice-Chairperson <input type="checkbox"/> Secretary <input type="checkbox"/> General Representative <input checked="" type="checkbox"/>	Parent <input checked="" type="checkbox"/> Secondary Student <input type="checkbox"/> AI Community Member <input type="checkbox"/> AI Teacher/Paraprofessional <input type="checkbox"/> Other District Staff <input type="checkbox"/>
Name: <i>Alana Werner</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Chairperson <input type="checkbox"/> Vice-Chairperson <input type="checkbox"/> Secretary <input type="checkbox"/> General Representative <input checked="" type="checkbox"/>	Parent <input checked="" type="checkbox"/> Secondary Student <input type="checkbox"/> AI Community Member <input type="checkbox"/> AI Teacher/Paraprofessional <input type="checkbox"/> Other District Staff <input type="checkbox"/>

Representative	American Indian	Committee Role	Primary Area of Representation
Name: <i>Don Rolando</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Chairperson <input type="checkbox"/> Vice-Chairperson <input type="checkbox"/> Secretary <input type="checkbox"/> General Representative <input checked="" type="checkbox"/>	Parent <input type="checkbox"/> Secondary Student <input type="checkbox"/> AI Community Member <input type="checkbox"/> AI Teacher/Paraprofessional <input checked="" type="checkbox"/> Other District Staff <input type="checkbox"/>
Name: <i>Joe Councillor</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Chairperson <input type="checkbox"/> Vice-Chairperson <input type="checkbox"/> Secretary <input type="checkbox"/> General Representative <input checked="" type="checkbox"/>	Parent <input type="checkbox"/> Secondary Student <input checked="" type="checkbox"/> AI Community Member <input type="checkbox"/> AI Teacher/Paraprofessional <input type="checkbox"/> Other District Staff <input type="checkbox"/>
Name: <i>Stevie Martineau</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Chairperson <input type="checkbox"/> Vice-Chairperson <input type="checkbox"/> Secretary <input type="checkbox"/> General Representative <input checked="" type="checkbox"/>	Parent <input type="checkbox"/> Secondary Student <input checked="" type="checkbox"/> AI Community Member <input type="checkbox"/> AI Teacher/Paraprofessional <input type="checkbox"/> Other District Staff <input type="checkbox"/>
Name:	Yes <input type="checkbox"/> No <input type="checkbox"/>	Chairperson <input type="checkbox"/> Vice-Chairperson <input type="checkbox"/> Secretary <input type="checkbox"/> General Representative <input type="checkbox"/>	Parent <input type="checkbox"/> Secondary Student <input type="checkbox"/> AI Community Member <input type="checkbox"/> AI Teacher/Paraprofessional <input type="checkbox"/> Other District Staff <input type="checkbox"/>
Name:	Yes <input type="checkbox"/> No <input type="checkbox"/>	Chairperson <input type="checkbox"/> Vice-Chairperson <input type="checkbox"/> Secretary <input type="checkbox"/> General Representative <input type="checkbox"/>	Parent <input type="checkbox"/> Secondary Student <input type="checkbox"/> AI Community Member <input type="checkbox"/> AI Teacher/Paraprofessional <input type="checkbox"/> Other District Staff <input type="checkbox"/>

Memorandum of Understanding **Seniority**

WHEREAS, Independent School District No. 361, International Falls, Minnesota (hereinafter referred to as “the School District”) and Education Minnesota International Falls (hereinafter referred to as “the Union”) have entered into a collective bargaining agreement effective July 1, 2017 through June 30, 2019 (hereinafter referred to as “the Agreement”); and

WHEREAS, the School District and the Union agree to terms regarding seniority in which language needed to be amended to meet the intent of negotiations;

NOW, THEREFORE, IT IS HEREBY UNDERSTOOD AND AGREED by and between the School District and the Union as follows:

1. Language to be modified (Article XIII, Subd. 5): “As of 2017-18 a single seniority list will be developed for continuing contract teachers. By December 1st of 2017, any continuing contract teacher with prior part-time experience in the District may request recalculation of their seniority for the upcoming seniority list to include part-time experience. Full and partial accumulation will continue from this point forward and rounding will not occur for placement on the seniority list. (Example: 4.66 accumulated years of experience would result in the member being between a group with 4 years and 5 years experience).

2. Replace above language with the following: “As of 2017-18 a single seniority list will be developed for continuing contract teachers. By December 1st of 2017, any continuing contract teacher with prior part-time experience in the District may request recalculation of their seniority for the upcoming seniority list to include part-time experience. Full and partial accumulation (based on board approved FTE’s) will continue from this point forward and rounding will not occur for placement on the seniority list. (Example: 4.66 accumulated years of experience would result in the member being between a group with 4 years and 5 years experience).

3. The change is to prevent a teacher that had unpaid leave for any reason to be bumped on the seniority list based on unpaid time. (birth of child, medical condition, death of family member, etc.)

This Memorandum of Understanding is agreed to and effective on this ____ of _____, 2018.

Signed:

For Education Minnesota International Falls:

Local President

Teacher

For Independent School District #361, International Falls:

School Board Chair

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD #361

Adopted: _____ MSBA/MASA Model Policy 620

Orig. 1998

Revised: _____ Rev. 2017

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School Board Policy: #620 — CREDIT FOR LEARNING

~~*[Note: School districts statutorily are required to provide students with credit for approved post-secondary courses, as set forth in Section V.; online learning courses, as set forth in Section VI.; and accelerated or advanced academic courses offered by a higher education institution or nonprofit public agency, as set forth in Section VII. Additionally, school districts are required by statute to identify whether the school district offers weighted grades and, if it does, identify the courses for which a student may earn a weighted grade (Section VIII). Optional provisions related to awarding credit to students transferring from out-of-state, private, or home schools and the issuance of student grades for purposes of awarding certain honors, as set forth in Section IV., are not required by statute. Therefore, the language contained in Section IV. is suggested language, and a school district may or may not include this section or may modify this section at its discretion.]*~~

I. PURPOSE

The purpose of this policy is to recognize student achievement which occurs in Post-Secondary Enrollment Options and other advanced enrichment programs. The purpose of this policy also is to recognize student achievement which occurs in other schools, in alternative learning sites, and in out-of-school experiences such as community organizations, work-based learning, and other educational activities and opportunities. The purpose of this policy also is to address the transfer of student credit from out-of-state, private, or home schools and online learning programs and to address how the school district will recognize student achievement obtained outside of the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to provide a process for awarding students credit toward graduation requirements for credits and grades students complete in other schools, post-secondary or higher education institutions, other learning environments, and online courses and programs.

III. DEFINITIONS

- A. “Accredited school” means a school that is accredited by an accrediting agency, recognized according to Minn. Stat. § 123B.445 or recognized by the Commissioner of the Minnesota Department of Education (MDE).
- B. “Blended learning” is a form of digital learning that occurs when a student learns part time in a supervised physical setting and part time through digital delivery of instruction, or a student learns in a supervised physical setting where technology is used as a primary method to deliver instruction.

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD #361

- C. “Commissioner” means the Commissioner of MDE.
- D. “Digital learning” is learning facilitated by technology that offers students an element of control over the time, place, path, or pace of their learning and includes blended and online learning.
- E. “Eligible institution” means a Minnesota public post-secondary institution, a private, nonprofit two-year trade and technical school granting associate degrees, an opportunities industrialization center accredited by the North Central Association of Colleges and Schools, or a private, residential, two-year or four-year, liberal arts, degree-granting college or university located in Minnesota.
- F. “Nonpublic school” is a private school or home school in which a child is provided instruction in compliance with the Minnesota compulsory attendance laws.
- G. “Online learning” is a form of digital learning delivered by an approved online learning provider.
- H. “Online learning provider” is a school district, an intermediate school district, an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides online learning to students and is approved by MDE to provide online learning courses.
- I. “Weighted grade” is a letter or numerical grade that is assigned a numerical advantage when calculating the grade point average.

IV. TRANSFER OF CREDIT FROM OTHER SCHOOLS

- A. Transfer of Academic Requirements from Other Minnesota Public Secondary Schools
 - 1. The school district will accept and transfer secondary credits and grades awarded to a student from another Minnesota public secondary school upon presentation of a certified transcript from the transferring public secondary school evidencing the course taken and the grade and credit awarded.
 - 2. Credits and grades awarded from another Minnesota public secondary school ~~may will~~ be used to compute honor roll and/or class rank ~~if a student has earned at least [insert number] for secondary~~ credits from the school district, no weighting will be applied.
- B. Transfer of Academic Requirements from Other Schools
 - 1. The school district will accept secondary credits and grades awarded to a student for courses successfully completed at a public school outside of

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INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD #361

Minnesota or an accredited nonpublic school upon presentation of a certified transcript from the transferring public school in another state or nonpublic school evidencing the course taken and the grade and credit awarded.

- a. When a determination is made that the content of the course aligns directly with school district graduation requirements, the student will be awarded commensurate credits and grades.
 - b. Commensurate credits and grades awarded from an accredited nonpublic school or public school in another state ~~may will~~ be used to compute honor roll and/or class rank ~~if a student has earned at least insert number for secondary~~ credits from the school district, no weighting will be applied.
 - c. In the event the content of a course taken at an accredited nonpublic school or public school in another state does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements. Credit that does not fully align with the school district's high school graduation requirements will not be used to compute honor roll and/or class rank.
 - d. If no comparable course is offered by the school district for which high school graduation credit would be provided, no credit will be provided to the student.
2. Students transferring from a non-accredited, nonpublic school shall receive credit from the school district upon presentation of a transcript or other documentation evidencing the course taken and grade and credit awarded.
- a. Students will be required to provide copies of course descriptions, syllabi, or work samples for determination of appropriate credit. In addition, students also may be asked to provide interviews/conferences with the student and/or student's parent and/or former administrator or teacher; review of a record of the student's entire curriculum at the nonpublic school; and review of the student's complete record of academic achievement.
 - b. Where the school district determines that a course completed by a student at a non-accredited, nonpublic school is commensurate with school district graduation requirements, credit shall be awarded, but the grade shall be "P" (pass).
 - c. In the event the content of a course taken at a non-accredited,

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INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD #361

nonpublic school does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements.

- d. If no comparable course is offered by the school district for which local high school graduation credit would be provided, no credit will be provided to the student.
- e. Credit and grades earned from a non-accredited nonpublic school shall not be used to compute honor roll and/or class rank.

V. POST-SECONDARY ENROLLMENT CREDIT

- A. A student who satisfactorily completes a post-secondary enrollment options course or program under Minn. Stat. § 124D.09 that has been approved as meeting the necessary requirements is not required to complete other requirements of the Minnesota Academic Standards content standards corresponding to that specific rigorous course of study.
- B. Secondary credits granted to a student through a post-secondary enrollment options course or program that meets or exceeds a graduation standard or requirement shall be counted toward the graduation and credit requirements of a student completing the Minnesota Academic Standards.
 - 1. Course credit will be considered by the school district only upon presentation of a certified transcript from an eligible institution evidencing the course taken and the grade and credit awarded.
 - 2. Seven quarter or four semester post-secondary credits shall equal at least one full year of high school credit. Fewer post-secondary credits may be prorated.
 - 3. When a determination is made that the content of the post-secondary course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
 - 4. In the event the content of the post-secondary course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.
 - 5. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify

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INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD #361

the Commissioner, who shall determine the number of credits that shall be granted to a student.

6. When secondary credit is granted for post-secondary credits taken by a student, the school district will record those credits on the student's transcript as credits earned at a post-secondary institution and no weighting will occur.

- C. A list of the courses or programs meeting the necessary requirements may be obtained from the school district.

VI. CREDIT FROM ONLINE LEARNING COURSES

- A. Secondary credits granted to a student through an online learning course or program that meets or exceeds a graduation standard or requirement shall be counted toward the graduation and credit requirements of a student completing the Minnesota Academic Standards.
- B. Course credit will be considered only upon official documentation from the online learning provider evidencing the course taken and the grade and credit awarded to the student.
- C. When a student provides documentation from an online learning provider, the course credit and course grade shall be recorded and counted toward graduation credit requirements for all courses or programs that meet or exceed the school district's graduation requirements in the same manner as credits are awarded for students transferring from another Minnesota public school as set forth in Section IV.A. above and no weighting will occur.

VII. ADVANCED ACADEMIC CREDIT

- A. The school district will grant academic credit to a student attending an accelerated or advanced academic course offered by a higher education institution or a nonprofit public agency, other than the school district.
- B. Course credit will be considered only upon official documentation from the higher education institution or nonprofit public agency that the student successfully completed the course attended and passed an examination approved by the school district.
- C. When a determination is made that the content of the advanced academic course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements, no weighting will occur.
- D. In the event the content of the advanced academic course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district

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INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD #361

may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements, no weighting will occur.

- E. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner and request a determination of the number of credits that shall be granted to a student.

VIII. WEIGHTED GRADES

~~*[Note: School districts must identify in policy whether they offer courses with weighted grades. Therefore, school districts must include one of the following options in their policies.]*~~

~~A. The school district does not offer weighted grades.~~

~~[or]~~

- A. The school district offers weighted grades for courses that are identified as more rigorous or academically challenging as follows:

~~*[List the types of courses that will be awarded weighted grades and the multiplier, similar to the following examples.]*~~

- ~~1. Any Advanced Placement course taught on-site at Falls High School by an ISD #361 instructor shall receive a weighted grade. A grade awarded in an Advanced Placement course will be multiplied by a factor of _____ (i.e., 1.07).~~
- ~~2. Chemistry, Physics, Engineering, Math Topics and any other 'junior/series' course labeled 'honors' A grade awarded in an Honors course will be multiplied by a factor of _____.~~
- ~~3. Any concurrent enrollment course taught on-site at Falls High School by an ISD #361 instructor shall receive a weighted grade. A grade awarded in a College In the Schools course will be multiplied by a factor of _____.~~
- ~~4. A grade awarded in a course taken through a Post-Secondary Enrollment Options program will be multiplied by a factor of _____, no weighting occurs for classes not taught by ISD 361 instructors.~~
- ~~5. A grade awarded in a course in a dual enrollment course will be multiplied by a factor of _____, treated as an ISD 361 course if taught by an ISD 361 employee and weighted with a bonus GPA.~~

Bonus GPA occurs for qualifying courses by adding a ".5" to the grading system for all grades of "C" or higher.

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INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD #361

Standard GPA Grading System

7th through 12th grade students are assigned letter grades each quarter. A quarter and cumulative GPA is listed on each report card as follows: A = 4.0 B = 3.0
C = 2.0 D = 1.0
A- = 3.7 B- = 2.7 C- = 1.7 D- = 0.6
B+ = 3.3 C+ = 2.3 D+ = 1.3 F = 0

Bonus GPA Grading System

Students completing a weighted course with a grade of C or higher will earn the following GPA points for that course:
A = 4.5 B = 3.5 C = 2.5 D = 1.0
B- = 4.2 B = 3.2 C- = 1.7 D- = 0.6
B+ = 3.8 C+ = 2.8 D+ = 1.3 F = 0

- B. The school district will update its website prior to the beginning of each school year with a listing of the courses for which a student may earn a weighted-bonus grade.

IX. PROCESS FOR AWARDING CREDIT

- A. The building principal will be responsible for carrying out the process to award credits and grades pursuant to this policy. The building principal will notify students in writing of the decision as to how credits and grades will be awarded.
- B. A student or the student’s parent or guardian may seek reconsideration of the decision by the building principal as to credits and/or grades awarded upon request of a student or the student’s parent or guardian if the request is made in writing to the superintendent within five school days of the date of the building principal’s decision. The request should set forth the credit and/or grade requested and the reason(s) why credit(s)/grade(s) should be provided as requested. Any pertinent documentation in support of the request should be submitted.
- C. The decision of the superintendent as to the award of credits or grades shall be a final decision by the school district and shall not be appealable by the student or student’s parent or guardian except as set forth in Section IX.D. below.
- D. If a student disputes the number of credits granted by the school district for a particular post-secondary enrollment course, online learning course, or advanced academic credit course, the student may appeal the school district’s decision to the Commissioner. The decision of the Commissioner shall be final.
- E. At any time during the process, the building principal or superintendent may ask for course descriptions, syllabi, or work samples from a course where content of the course is in question for purposes of determining alignment with graduation requirements or the number of credits to be granted. Students will not be provided credit until requested documentation is available for review, if requested.

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INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD #361

School Board Policy: #903 - VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES

I. PURPOSE

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

II. GENERAL STATEMENT OF POLICY

- A. The school board encourages interest on the part of parents and community members in school programs and student activities. The school board welcomes visits to school buildings and school property by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within the procedures and requirements established by the school district.
- B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.

III. POST-SECONDARY ENROLLMENT OPTIONS STUDENTS

- A. A student enrolled in a post-secondary enrollment options course may remain at the school site during regular school hours in accordance with established procedures.
- B. A student enrolled in a post-secondary enrollment options course may be provided with reasonable access, during regular school hours, to a computer and other technology resources that the student needs to complete coursework for a post-secondary enrollment course in accordance with established procedures.

IV. RESPONSIBILITY

- A. The school district administration shall present recommended visitor and post-secondary enrollment options student procedures and requirements to the school board for review and approval. The procedures should reflect input from employees, students and advisory groups, and shall be communicated to the school community and the general public. Upon approval by the school board, such procedures and requirements shall be an addendum to this policy.
- B. The superintendent shall be responsible for providing coordination that may be needed throughout the process and providing for periodic school board review and approval of the procedures.

V. VISITOR LIMITATIONS

- A. An individual, post-secondary enrollment options student, or group may be denied permission to visit a school or school property or such permission may be revoked

if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employees or the school district.

- B. Visitors, including post-secondary enrollment options students, are authorized to park vehicles on school property at times and in locations specified in the approved visitor procedures and requirements which are an addendum to this policy or as otherwise specifically authorized by school officials. When unauthorized vehicles of visitors are parked on school property, school officials may:
1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
 2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school property.
- C. An individual, post-secondary enrollment options student, or group who enters school property without complying with the procedures and requirements may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Program)
Minn. Stat. § 128C.08 (Assaulting a Sports Official Prohibited)
Minn. Stat. § 609.605, Subd. 4 (Trespasses on School Property)

Cross References:

School Board Policy Dates: School Board Policy Adopted: By Reference
School Board Policy Revised: 2002, 2017

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD #361

School Board Policy: #533 - WELLNESS

I. PURPOSE

The purpose of this policy is to set forth methods that promote student wellness, prevent and reduce childhood obesity, and assure that school meals and other food and beverages sold and otherwise made available on the school campus during the school day are consistent with applicable minimum local, state, and federal standards.

II. GENERAL STATEMENT OF POLICY

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

III. WELLNESS GOALS

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

- b. part of health education classes, as well as classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects, where appropriate; and
 - c. enjoyable, developmentally appropriate, culturally relevant, and includes participatory activities, such as contests, promotions, taste testing, and field trips.
 - d. **all items offered in the classrooms should reinforce the importance of healthy choices and portion control. Refer to Appendix “A” for some healthy celebration ideas for classroom activities.**
 - e. **the school will minimize the use of foods or beverages as rewards or prizes for academic performance or good behavior (unless stated in the student’s IEP) and would recommend non-food alternatives be utilized. Food or beverages will not be withheld as punishment. Stickers, pencils, books, or erasers are examples of non-food rewards. Refer to Appendix “B” for more great ideas.**
2. The school district will encourage all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte/snack lines, vending machines, fundraising events, concession stands, and student stores.

B. Physical Activity

- 1. Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. Toward that end, health and physical education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities, such as watching television;
- 2. Opportunities for physical activity will be incorporated into other subject lessons, where appropriate; and
- 3. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.
- 4. **The physical education curriculum should coordinate with the health education curriculum in accordance with Federal and State guidelines**
- 5. **Schools will highly discourage the use of non-participation in physical education classes or recess as a way to punish or discipline students.**

6. **The schools will strongly encourage students to leave electronic devices at home/locker in order to promote physical activity during recess time.**
7. **The school district supports non-motorized forms of transportation to and from school as long as students and employees can do so safely. In that effort the school district will actively support designated “Walk to School” and “Bike to School” days.**

C. Communications with Parents

1. The school district recognizes that parents and guardians have a primary role in promoting their children’s health and well-being.
2. The school district will support parents’ efforts to provide a healthy diet and daily physical activity for their children.
3. The school district encourages parents to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value.
4. The school district will provide information about physical education and other school-based physical activity opportunities and will support parents’ efforts to provide their children with opportunities to be physically active outside of school.
5. **A synopsis of the wellness policy, and invitation to participate on the committee and recommended classroom treat list will be disseminated in the annual back-to-school mailing as well as posted on the district website.**

IV. **STANDARDS AND NUTRITION GUIDELINES**

A. School Meals

1. The school district will provide healthy and safe school meal programs that comply with all applicable federal, state, and local laws, rules, and regulations.
2. Food service personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students.
3. Food service personnel will try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning.
4. Food service personnel will provide clean, safe, and pleasant settings and adequate time for students to eat.

5. Food service personnel will take every measure to ensure that student access to foods and beverages meets or exceeds all applicable federal, state, and local laws, rules, and regulations and that reimbursable school meals meet USDA nutrition standards.
6. Food service personnel shall adhere to all applicable federal, state, and local food safety and security guidelines.
7. The school district will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.
8. The school district will provide students access to hand washing or hand sanitizing before they eat meals or snacks.
9. The school district will make every effort to provide students with sufficient time to eat after sitting down for school meals and will schedule meal periods at appropriate times during the school day.
10. The school district will discourage tutoring, club, or organizational meetings or activities during mealtimes unless students may eat during such activities.

B. School Food Service Program/Personnel

1. The school district shall designate an appropriate person to be responsible for the school district's food service program, whose duties shall include the creation of nutrition guidelines and procedures for the selection of foods and beverages made available on campus to ensure food and beverage choices are consistent with current USDA guidelines.
2. As part of the school district's responsibility to operate a food service program, the school district will provide continuing professional development for all food service personnel in schools.
3. **Food Service oversight duties will be performed by the district business office specifically the Accounts Payable and Receivable staff member.**

C. Competitive Foods and Beverages

1. All foods and beverages sold on school grounds to students, outside of reimbursable meals, are considered "competitive foods." Competitive foods include items sold a la carte in the cafeteria, from vending machines, school stores, and for in-school fundraisers.
2. All competitive foods will meet the USDA Smart Snacks in School (Smart Snacks) nutrition standards and any applicable state nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being,

increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits.

3. Before and Aftercare (child care) programs must also comply with the school district's nutrition standards unless they are reimbursable under USDA school meals program, in which case they must comply with all applicable USDA standards.

D. Other Foods and Beverages Made Available to Students

1. Student wellness will be a consideration for all foods offered, but not sold, to students on the school campus, including those foods provided through:
 - a. Celebrations and parties. The school district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.
 - b. Classroom snacks brought by parents. The school district will provide to parents a list of suggested foods and beverages that meet Smart Snacks nutrition standards.
2. Rewards and incentives. Schools will not use foods or beverages as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan or behavior intervention plan) and will not withhold food or beverages as punishment.
3. Fundraising. The school district will make available to parents and teachers a list of suggested healthy fundraising ideas.

E. Food and Beverage Marketing in Schools

1. School-based marketing will be consistent with nutrition education and health promotion.
2. Schools will restrict food and beverages marketing to the promotion of only those foods and beverages that meet the Smart Snacks nutrition standards.

V. WELLNESS LEADERSHIP AND COMMUNITY INVOLVEMENT

A. Wellness Coordinator

1. The superintendent will designate a school district official to oversee the school district's wellness-related activities (Wellness Coordinator). The Wellness Coordinator will ensure that each school implements the policy.
2. The principal of each school, or a designated school official, will ensure compliance within the school and will report to the Wellness Coordinator regarding compliance matters upon request.

3. The school districts wellness coordinator will be the school nurse

B. Public Involvement

1. The Wellness Coordinator will permit parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, and periodic review and update of the wellness policy.
2. The Wellness Coordinator will hold meetings, from time to time, for the purpose of discussing the development, implementation, and periodic review and update of the wellness policy. All meeting dates and times will be posted on the school district's website and will be open to the public.

VI. POLICY IMPLEMENTATION AND MONITORING

A. Implementation and Publication

1. After approval by the school board, the wellness policy will be implemented throughout the school district.
2. The school district will post its wellness policy on its website, to the extent it maintains a website.

B. Annual Reporting

The Wellness Coordinator will annually inform the public about the content and implementation of the wellness policy and make the policy and any updates to the policy available to the public.

C. Triennial Assessment

1. At least once every three years, the school district will evaluate compliance with the wellness policy to assess the implementation of the policy and create a report that includes the following information:
 - a. the extent to which schools under the jurisdiction of the school district are in compliance with the wellness policy;
 - b. the extent to which the school district's wellness policy compares to model local wellness policies; and
 - c. a description of the progress made in attaining the goals of the school district's wellness policy.

2. The Wellness Coordinator will be responsible for conducting the triennial assessment.
3. The triennial assessment report shall be posted on the school district's website or otherwise made available to the public.

D. Recordkeeping

The school district will retain records to document compliance with the requirements of the wellness policy. The records to be retained include, but are not limited to:

1. The school district's written wellness policy.
2. Documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public.
3. Documentation of the triennial assessment of the local school wellness policy for each school under the school district's jurisdiction efforts to review and update the wellness policy (including an indication of who is involved in the update and methods the school district uses to make stakeholders aware of their ability to participate on the Wellness Committee).

Legal References: Minn. Stat. § 121A.215 (Local School District Wellness Policy)
 42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
 42 U.S.C. § 1758b (Local School Wellness Policy)
 42 U.S.C. § 1771 *et seq.* (Child Nutrition Act of 1966)
 7 U.S.C. § 5341 (Establishment of Dietary Guidelines)
 7 C.F.R. § 210.10 (School Lunch Program Regulations)
 7 C.F.R. § 220.8 (School Breakfast Program Regulations)

Local Resources: Minnesota Department of Education, www.education.state.mn.us
 Minnesota Department of Health, www.health.state.mn.us
 County Health Departments
 Action for Healthy Kids Minnesota, www.actionforhealthykids.org
 United States Department of Agriculture, www.fns.usda.gov

School Board Policy Dates: Adopted: 4/19/2010
 Revised: 2016, 2/14/2018

Appendix A – CLASSROOM AND SCHOOL CELEBRATIONS

Here are some suggestions on how parents can assist in helping schools adopt healthier practices:

1) Consider non-food choices for classroom parties, presentations or celebrations. Non-food celebrations are enjoyed by students who are diabetic, suffer from allergies, or have been taught at home to avoid unhealthy food. Non-food parties teach students wonderful ways of celebrating without “empty calorie” snacks. Kids love fun, constructive activities that promote health and creativity. Non-food celebrations can include playing games, making crafts or purchasing class books.

2) Ideas for healthier snacks:

100% fruit juice	fresh fruit with yogurt dipping sauce
String cheese	fresh vegetable tray or baby carrots with dip
Dole 100% fruit bars	microwave popcorn (low fat/low sodium)
pretzels/soft pretzel bites	graham or animal crackers
flavored water	low-fat pudding cups
yogurt or yogurt parfaits	angel food cake with fruit toppings
granola bars or breakfast bars	fruit and cheese kabobs
whole grain tortilla chips with salsa	whole grain crackers and reduced fat cheese
frozen fruit or fruit cups	packaged “100” calorie snacks
trail mixture of pretzels, dried fruit and whole grain low-sugar cereals; NO PEANUTS	
fresh apple slices with caramel or yogurt dip	
bananas & strawberries and chocolate syrup as a dip	

Appendix B – NON-FOOD REWARDS AND PRIZES

Non-food rewards promote a healthy school. When students are given soda, candy and other sweets as a reward for good behavior and academic achievement, food becomes a primary motivator in their life. Because these foods have little nutritional value, using them as rewards contributes to poor eating habits.

When using unhealthy food rewards it undermines nutrition education being taught in the school environment. It encourages over consumption of foods high in added sugar and fat. Also, it teaches kids to eat when they are not hungry as a reward to themselves. In addition to health concerns, it is well known that children who suffer from poor nutrition score lower on tests.

Elementary School: Ask parents to donate inexpensive items for a treasure chest:

stickers	pencils, pens and markers	erasers
bookmarks	books	rulers
trinkets	magnets	Frisbees
activity/game sheets	board games	notebooks
temporary tattoos	bubbles	paper
key chains	rings	

Other incentives:

reading time	extra recess	extra credit
extra art time	computer time	“teach” class
be the “helper”	sit by friends	listen to music
have free choice time	eat lunch with the teacher or principal	
listen to a book on tape	take things to the office	
dance to favorite music in the classroom		

Appendix C– CONCESSIONS

Here are some healthy options for concession stands:

Dairy/Protein

string cheese
cheese sticks
cottage cheese (4oz cups)
yogurt
trail mix
hard-cooked eggs

Fruits/Vegetables

fresh fruit with dip
fresh vegetables with dip
fruit cups
salsa
applesauce

Beverages

water
zero calorie flavored water
milk
100% fruit juice
vegetable juice
G2
smoothies
apple cider
coffee
hot chocolate/sugar free hot chocolate
other low calorie or sugar free beverages such as SOBE or Vitamin water

Frozen Food

100% frozen juice bars
frozen low fat yogurt

Hot Foods

tacos/burritos (chicken or black bean w/toppings)
baked potato with toppings
vegetable or cheese pizza
soup (broth based)

Grains

oatmeal packets
mini bagels
soft pretzels
whole wheat crackers
popcorn (made with non-trans fat oil)
vanilla wafers/animal crackers
granola type bars; kashi bars
nutrigrain bars
KIND bars
Clif bars
baked chips
pita chips
sun chips
whole wheat buns, tortillas, etc.



Owner/Engineer Agreement For Engineering Services (Lump Sum Fee Compensation)

CAUTION: THIS DOCUMENT HAS LEGAL CONSEQUENCES. ALA recommends that the parties seek the advice of their attorney(s) prior to executing or modifying this Agreement. By executing this Agreement, the parties assume sole and complete responsibility for the content contained hereinafter.

- 1.0 AGREEMENT:** This *Agreement* is made and entered into this fourteenth day of February, 2018, by Independent School District #361 (the "Owner") and Stevens Ice Rink Engineers (the "Engineer").
- 1.1 Owner's Name:** Independent School District
Address: 1515 11th Street
City, State, Zip: International Falls, Minnesota 56649
Phone number:
Cell Number:
- 1.2 Engineer's Name:** Stevens Ice Rink Engineers
Address: 2211 O'Neil Road
City, State, Zip: Hudson, Wisconsin 54016
Phone number: 715-386-5819
Email: sward@stevensengineers.com
- 2.0 PROJECT:** The project is Bronco Arena 2018, located at 15th Avenue, International Falls, and consists of ice sheet and equipment replacement.
- 3.0 BASIC SERVICES:** The Engineer agrees to perform basic services on behalf of the Owner, including usual and customary engineering services:
- 3.1 Design Services:** The Engineer shall provide all required design services based upon the Owner's program and construction budget. The design services of the Engineer shall include diagrams, sketches, and drawings to illustrate and define the aesthetics and size of the project per tasks included on pages 40-48 as marked up in the Engineer's proposal.
- 3.2 Construction Documents Services:** The Engineer shall prepare construction documents consisting of drawings and specifications, including plans, elevations, details, and sections, sufficient in detail to bid and construct the project.
- 3.3 Bidding:** The Engineer shall assist the Owner in the preparation and assembly of documents to be issued for bids. The selection of the Contractor for the project shall be made by the Owner.
- 3.4 Construction Administration:** The Engineer shall provide construction administration services on behalf of the Owner during the construction phase of the project. Such services shall include the following:
- 3.4.1 Site Observation:** The Engineer shall visit the site at intervals as the Engineer reasonably deems to be appropriate, or as stated in Section 18, to observe if construction is generally in accordance with the construction documents.



- 3.4.2 Submittals:** The Engineer shall review Contractor's and its subcontractors' shop drawings, product data and samples for conformance with the design intent indicated on the construction drawings. The Engineer shall not review the submittals for dimensions, quantities, coordination of components, the adequacy or completeness of the shop drawing details, or performance of materials or equipment indicated on the submittals. Review of the submittals shall not constitute approval of any construction means, methods, procedures, techniques, sequences, or safety precautions or procedures, since these are the sole responsibility of the Contractor.
- 3.4.3 Changes in Work:** The Engineer shall prepare Change Orders and Construction Change Directives for changes in the Work. Such Change Orders and Construction Change Directives shall be approved by the Owner prior to any work on the changes being performed. The Engineer may order minor changes to the Work which do not affect the Contract Sum or the Contract Time.
- 3.4.4 Review of Contractor's Requests for Payment:** The Engineer shall evaluate the Contractor's requests for payment, including supporting data, and certify the amounts due the Contractor for work, products, and materials installed in the project. The Engineer's Certification for Payment represents to the Owner, that based on the Engineer's evaluation of the work installed and the data presented for payment, to the best of the Engineer's knowledge, information and belief, the Contractor is entitled to payment.
- 3.4.5 Rejection of Nonconforming Work:** The Owner shall have the authority to reject nonconforming work installed by the Contractor. The Engineer shall bring any known nonconforming work to the attention of the Owner.
- 3.4.6 Access to Project Site:** The Engineer shall have access to the project site at all times.
- 3.4.7 Determination of the Dates of Substantial Completion and Final Completion:** Upon notification by the Owner, the Engineer shall conduct inspections to determine the dates of Substantial Completion and Final Completion. The Engineer shall not make any other inspection(s) at the project site, unless specifically requested to do so in writing by the Owner. Such requested inspection(s) shall be performed as an Additional Service(s).
- 4.0 COMPENSATION:** The Owner agrees to compensate the Engineer for the NOT TO EXCEED amount of thirty-two thousand, four hundred dollars (\$32,400) to perform the Basic Services described in Article 3.0. The Owner will be billed monthly on an hourly basis NOT TO EXCEED the amount stated above.
- 4.1 Initial Payment:** An initial payment of zero Dollars (\$0) is due and owing contemporaneously with the execution of this Agreement. The initial payment shall be applied to the Final Payment.
- 4.2 Reimbursable Expenses:** Reimbursable expenses shall be paid at the actual cost incurred by the Engineer plus zero percent (0 %).
- 4.3 Other -**
- 5.0 CONSULTANTS:** The Engineer and Owner may each employ consultants to perform work on the project.
- 5.1 ENGINEER'S CONSULTANTS.** The Owner agrees to compensate the Engineer for the cost of the consultants at the actual cost incurred by the Engineer plus zero percent (0%). The consultants retained by the Engineer may include, but are not necessarily limited to the following and are included in the NOT TO EXCEED amount stated above:
- 5.1.1** Structural Engineer
- 5.1.2** Mechanical Engineer
- 5.1.3** Electrical Engineer



- 5.2 OWNER'S CONSULTANTS.** The Owner's consultants may include, but are not necessarily limited to the following:
- 5.2.1 Architect/Owner's Representative**
- 6.0 :** Owner requested services that are not part of the Engineer's Basic Services described in Article 3.0 above, shall be considered as Additional Services. The Owner hereby agrees to compensate the Engineer for such Additional Services in accordance with their standard fee schedule per Engineer's proposal.
- 7.0 PAYMENT DUE DATE:** Payments are due and payable thirty (30) days from the date of the Engineer's invoice. Amounts unpaid thirty (30) days after the date of the Engineer's invoice shall bear interest at the rate of one percent per month (1 %/mo.) The Engineer shall invoice the Owner once a month. The Owner agrees that the Engineer may suspend services without liability if payment is not received within forty-five (45) days of date of the Engineer's invoice.
- 8.0 JOBSITE SAFETY:** The Owner hereby agrees and acknowledges that the Engineer shall not be responsible for any construction means, methods, techniques, sequences, procedures, or safety precautions utilized on the project, since these are solely the responsibility of the Contractor.
- 9.0 OWNERSHIP and COPYRIGHTS.** The Engineer, and the Engineer's consultants, shall be deemed the original authors and owners respectively of any materials produced under this Agreement and shall retain all common law, statutory and other reserved rights, including copyrights. The Owner acknowledges that the Engineer and the Engineer's consultants have prepared said materials and agrees to limit use of same to this site specific project only. The Owner is granted a conditional nonexclusive license to utilize the materials produced under this Agreement on this project on this project site only, which license is conditional upon payment in full to the Engineer for all services performed or to be performed under this Agreement. The Owner's license may be revoked upon any breach of this Agreement. The Owner agrees to defend, indemnify, and hold the Engineer and the Engineer's consultants harmless from any causes of action, claims, losses, damages and expenses of any kind whatsoever, including reasonable attorney's fees, resulting from the unauthorized reuse of the Engineer's and the Engineer's consultants' materials.
- 10.0 LIMITATION OF LIABILITY.** The Owner agrees, to the fullest extent permitted by law, to limit the liability of the Engineer to the Owner for any and all claims, losses, costs, expenses, or damages of any nature whatsoever, including attorney's and expert-witness fees and costs, from any cause or causes, so that the total aggregate liability of the Engineer to the Owner shall not exceed the Engineer's total fee received for services rendered on this project. It is intended that this limitation apply to any and all liability or causes of action, however alleged or arising, unless otherwise specifically prohibited by law.
- 11.0 MEDIATION and LITIGATION.** Should any claim(s) arise between the Owner and Engineer; the parties agree to submit such claim(s) to mediation, as a condition precedent to litigation. Mediation shall be conducted by and under the rules of the Association of Licensed Architects, unless the parties mutually agree otherwise. Should the parties fail to resolve the claim(s) through mediation, the claim(s) may then be litigated. Nothing contained in this Agreement shall prevent the Engineer from filing any lien arising out of the Engineer's services to comply with notice and filing deadlines prior to resolution of the claim by mediation or litigation.
- 12.0 OWNER PROVIDED INFORMATION.** The Engineer shall be entitled to rely on the accuracy and completeness of any information provided to the Engineer by the Owner or the Owner's consultants. The Engineer shall not review said information for accuracy or completeness.
- 13.0 HAZARDOUS MATERIALS.** The Engineer assumes no responsibility or liability for the discovery or removal of any hazardous substances found at the jobsite.



- 14.0 PERMITS AND APPROVALS.** It is the responsibility of the Owner to obtain all necessary permits and approvals for the project. The Engineer shall assist the Owner in such endeavors as mutually agreed to in writing.
- 15.0 STATUTE OF LIMITATIONS PERIOD.** The Statute of Limitations period shall commence to run on the Date of Substantial Completion of the project. In no case shall the Statute of Limitations period commence to run later than the date when the Engineer's services are substantially completed.
- 16.0 TERMINATION.** This Agreement may be terminated by either party upon notification to the other party via Time/Date Stamped Certified Mail. The Owner agrees to pay the Engineer for all services performed and all reimbursable expenses incurred, to the date of notification of termination.
- 17.0 VENUE.** The parties agree to be subject to the jurisdiction of the County of Koochiching, State of Minnesota. The laws of the State of Minnesota shall govern the interpretation of this Agreement.
- 18.0 MISCELLANEOUS PROVISIONS.** This Agreement also includes the following provisions:
 - a. See attached list of tasks

/
AGREED TO AND ACCEPTED BY

ENGINEER:

Co Name Stevens Ice Rink Engineers _____

By: _____

Print Name: Scott Ward _____

Title: Principal/Vice President _____

OWNER:

Co Name Independent School District #361 _____

By: _____

Print Name: Kevin Grover _____

Title: Superintendent _____

PROJECT UNDERSTANDING

As a continued effort to improve the operations and financial success of the Bronco Ice Arena, the Independent School District #361 in International Falls is seeking proposals for professional engineering services for the design of a new ice sheet and associated equipment for the ice arena. This includes the replacement of the existing refrigeration system, ice rink floor, header piping systems, and dasher board system. A \$1.7M referendum was successfully passed for this work. Scott Ward with Stevens walked through the facility with Tom Holt (ISD facilities) on December 1, 2017.

ISD #361 has a long tradition of providing high quality ice-related activities at this facility. The ice arena facilities host many different events. The facility is home to the International Falls Rec Hockey teams and high school teams. The facility also hosts other skating activities such as learn to skate, open skating, and school related events.

Bronco Arena was built around 1958 to 1960. The existing R-22-based refrigeration system has been updated over the years; most recently converting one of the two refrigerant circuits over to R-407A and replacing at least one compressor. The R-22 refrigerant used in the system will be phased out of production by 2020, which has caused the price of R-22 to rise significantly over the past few years. R407A is also now on the phase out list.

The refrigeration system is located toward the middle of the building, in a very small mechanical room with low ceilings, next to the resurfacer room. The location and size of the room will be one of the key challenges to this renovation project. The School District would like to explore reusing this room and also the option of building a new refrigeration room.

The concrete ice rink floor is believed to be original and has well exceeded its expected life of 30 years. Multiple leaks in the header piping systems have been repaired over the years and the header pipes are in poor condition. The steel rink piping in the floor has been tested for thickness of material. The results of this test was not available at the time of our site visit.

The existing wood framed dasher board system is believed to be original or at minimum, has well exceeded its expected life of 25 years. The system is unique in that it only has one penalty box. So the bleachers may need to be renovated to make room for a second penalty box.

This project presents numerous challenges, all of which the Stevens Team has extensive experience with such as: renovation and design of recreational facilities especially ice arenas; building expansion and renovation; renovation of existing mechanical systems and building components; working with small mechanical rooms and related code requirements; routing of new piping systems in existing buildings and tight spaces; experience with numerous different refrigerants such as ammonia, CO₂, and synthetic refrigerants and the related life safety concerns of each one; enhanced controls and possibly interfacing with building management system; maximizing the use of waste heat; and proper system design, and flowrates for a new rink floor.

WORK PLAN / SCOPE OF SERVICES

Using a proven, well-defined, step-by-step approach, we will work closely with the School District, Lucachick Architecture, Inc. (Owner's Representative), facility personnel and other stakeholders throughout the duration of the project.

The Stevens Team will be led by Mr. Scott Ward who has extensive knowledge in ice arena facilities; project development, funding applications, and the design and construction processes and is familiar with the Bronco Arena.

~~All meetings and discussions will be documented and meeting minutes will be distributed in a timely manner. We will provide a project schedule that meets the School District's goals for the project. The Proposed Work Plan for the design and construction phases of the project is presented in this section.~~

OWNER'S REPRESENTATIVE WILL PROVIDE DOCUMENTATION.

TASK A: Review and Preparation

To maximize the productivity of our first meeting, our team will review the following:

Items to be reviewed by team before first site visit:

- Building system maintenance and observation records
- Record plans
- Shop drawings
- Utility records
- Utility rebate programs
- History of improvements
- Repair logs and records
- Soils information and any other information provided to us

TASK B: Investigation and Initial Programming Phase

THE OWNER REQUESTS THAT TO THE GREATEST EXTENT POSSIBLE, TO LIMIT SITE VISITS AND CONDUCT TELE-CONFERENCES.

This work will be completed over a 1-day period and will include the step-by-step approach outlined below.

STEP 1: Preliminary Walk-through of the Facility

The Stevens Team is already familiar with the facility but would like to walk through the facility again prior to our first meeting.

STEP 2: Project Kick-off Meeting (DESIGN MEETING 1)

Introductory meeting with the School District, Lucachick Architecture, facility personnel, and other stakeholders to discuss the following:

- Introduction of all stakeholders and Stevens team members
- Project goals

- List of desired improvements and scope of project
- Project schedule.

STEP 3: Introductory Discussion on Ice System Options

The purpose of this step is to introduce the School District, Lucachick Architecture, facility personnel, and other stakeholders to the potential options available, at this time, for replacing the refrigeration system, the replacement of the rink floor, dasher board system and related systems.

Ice system replacement and renovation discussion items include:

- *System designs, type and quality of equipment
- *Primary and secondary refrigerant options such as:
 - Current EPA phase out schedules
 - Halocarbon blends, ammonia, and CO₂
 - Brine and glycols
 - Related efficiencies and operation and maintenance
- *Basic waste heat recovery options such as:
 - Sub-floor heating system and snow melt pit
- *Enhanced heat recovery options such as (evaluate payback and reliability of each):

THE OWNER REQUESTS THAT THE ENGINEER COORDINATE WITH MINNESOTA POWER FOR ENERGY SAVING POSSIBILITIES.

- Preheat domestic hot water or resurfacers water
- Preheat arena or other space
- Dehumidification, etc.
- *Ice rink floor design options such as:
 - Multi or single purpose
 - Piping materials and connections
 - Header system designs
 - How it all relates to refrigeration and performance
 - Subsoil conditions and drainage
- ~~*Dasher board system options:~~
 - ~~-Framing and Shielding materials and systems~~
 - ~~-Space allocation and programming~~
 - ~~-Accessibility, Playability~~
 - ~~-Enhanced player safety features~~
 - ~~-Spectator safety and viewing~~
 - ~~-Industry trends and innovation~~
 - ~~-Working around existing bleacher system~~
 - ~~-Approaches to bidding proprietary systems, etc.~~
- *Electrical Systems such as:
 - Ice equipment room electrical systems (Service designed by others)
 - Lighting in ice equipment room (designed by others)
- *Ice Equipment Room, assist Lucachick Architecture with:
 - Evaluating size of existing room and how it works with new equipment
 - Ventilation requirements (designed by others)
 - Code related requirements with ammonia and other refrigerants, vestibule, etc.
 - Electrical requirements, etc. (Service designed by others)
 - Options for expanding room into existing resurfacers room
 - Evaluate a new refrigeration room option
- *Life Safety Systems:
 - Life safety systems will be reviewed and evaluated with each system

STEP 4: Introductory Discussion of Mechanical and Electrical Related Systems

~~During this step, we will discuss the mechanical (HVAC, etc.) and electrical systems that will be impacted by the refrigeration system replacement and will need to be included in the project. Such as the refrigeration room ventilation systems. These systems will be designed by others and are not included in this proposal.~~

STEP 5: Introductory Discussion of Building and Site Related Systems

~~During this step, we will discuss the systems related to the building that may be affected by the improvements such as a new refrigeration room option or renovations to the bleachers to accompany the new dasher board system. These systems will be designed by others and are not included in this proposal.~~

STEP 6: Discussion Delivery Options

We understand this project to be a traditional design-bid-build project. We have been involved in projects that have used all of these delivery methods and can thoroughly and accurately discuss the advantages and disadvantages of each method as it specifically applies to ice system renovation projects if desired.

- Design-Bid-Build
- Design-Build
- Construction Management
- Performance Contracting or Comprehensive Solution models

STEP 7: Completion of In-depth Field Investigation

After completing a thorough discussion on the existing facility and its systems as well as, initial discussions on desired improvements, we will complete a field investigation of the existing facilities by each discipline and specialty required for scope of project, which may include any or all of the following:

- Ice System
- Mechanical (HVAC) - not Included. By others
- Electrical - not included. By others. Stevens will provide all electrical for the refrigeration system but not the main service connecting to the refrigeration system panel.
- Building Systems - by Lucachick Architecture, Inc.
- Life Safety

STEP 8: Interviews of Facility Personnel

~~No one knows the facility and systems better than those who operate and maintain them. The unique design, character, and age of each ice arena facility make this information all the more valuable in completing a comprehensive study. Even though Stevens knows your facility very well, we never stop learning. These interviews or discussions may be informal and take place over a period of time either in person, telephone or through electronic communications. Potential interviewees include:~~

- Facility manager(s)
- Equipment operation and maintenance staff
- School district design or engineering staff
- Outside service contractor (if it makes sense), etc

THIS WILL BE INCORPORATED INTO THE INTIAL MEETING.

TASK C: ~~—~~ Tour of Other Facilities

~~We would be excited to organize and guide the School District, Lucachick–Architecture, facility personnel and other interested stakeholders on a tour of any–number of the Stevens Team’s successful ice arena building renovation projects and–ice system projects in the Twin Cities Metro Area including many local ammonia–based ice rink projects. This will provide you with the opportunity to see ice systems in operation and get feedback from facility staff.~~

~~Many of the community-based facilities that we have successfully completed and are similar in size, function, and programming to the Bronco Area, are located in the Twin Cities, Duluth and in northern Minnesota.~~

~~A list of potential projects to tour will be provided to you upon the start of the project.~~

TASK D: Program Development and Scope Confirmation Phase

With the collection of material and information complete a thorough process of analyzing and evaluating the information on the existing facility and proposed new systems will be performed.

STEP 1: Analysis and Evaluation of Existing Facility, Systems and Alternatives

During this step the Stevens Team will:

- Evaluate refrigerant and refrigeration system and equipment options, waste heat recovery systems and other systems.
- Evaluate options for the ice rink floor design
- ~~Evaluate options for the dasher board system design.~~
- Confirm the existing facility’s ability to support the systems.
- Evaluate options on typical energy use, cost, life cycle, and life safety.
- Evaluate impacts such as safety and environmental considerations and product quality.
- Have a teleconference with the Architect and the School District to discuss our findings in detail.

TASK E: Design Phase

After acceptance of the Program Develop/Scope Confirmation Phase by the School District, we will continue into the design phase. The stated compensation in this proposal is based on one design package.

STEP 1: Preliminary Design Phase

~~With a defined scope, we will prepare preliminary design phase documents. During this step we will:~~

- ~~• Prepare Preliminary drawings for all systems and improvements.~~
- ~~• Prepare opinion of probable construction costs.~~
- ~~• Update project schedule.~~
- ~~• Review the drawings, schedule and opinion of probable construction cost with the School District and Architect.~~
- ~~• Revise preliminary design phase documents, opinion of probable construction cost after reviewing with the School District and Architect.~~
- ~~• Attend meetings by conference call as necessary. We will attend one additional meeting in person.~~
- ~~• We understand that Lucachick Architecture will prepare all procurement and Division 1 documents for this project.~~

Step 2: Final Design Phase

After acceptance by the School District of the Preliminary Design Phase Documents we will:

- Develop technical specifications for improvements.
- Provide a final opinion of probable construction costs.
- Update project schedule.
- Review final plans, project schedule and estimate of probable construction costs with the School District and Architect
- Revise bidding documents according to comments received.
- Provide final plans, specifications, and opinion of probable construction.

Step 3: Advertise for Bids

- ~~• Prepare advertisement for bid for the School District and Architect to review and to provide to legal news publication and other trade magazines.~~

Step 4: Bidding Phase

During this step we will:

- ~~• Provide recommendation on bidding and award schedule.~~
- ~~• Provide three (3) copies of the bid documents to the School District or Architect for their use.~~
- ~~• Provide three (3) copies of the bid documents to the School District or Architect for permit review if required.~~
- ~~• Distribute copies of bid documents to the contractors.~~
- ~~• Answer questions from contractors, suppliers, School District, and Architect during the bid opening and record bid results.~~
- ~~• Attend pre-bid meeting and bid opening. ADDITIONAL FEE~~
- ~~• Review the bid results and recommend award of construction contract.~~
- ~~• Assume Lucachick Architecture, Inc. will prepare construction contracts.~~

TASK F: Construction Phase Services

Construction phase services were not requested in the Request for Proposals and therefore are not included in this proposal. Stevens can provide a proposal for these services at your request.

THE OWNER'S REPRESENTATIVE WILL DOCUMENT AND COPY TO THE ENGINEER.



Independent School District #361

1515 - 11th Street International Falls, MN 56649-2501 www.isd361.k12.mn.us

BOARD OF EDUCATION Michelle Hebner, Chairperson • Teddy Saxton, Vice-Chairperson

Michael Holden, Treasurer • Terrance Murray, Clerk • Toni Korpi, Director • Heather McBride, Director • Roxanne Skogstad-Ditsch, Director

1. The coach(s), with input from team volunteers will determine which students receive an International Falls School letter and/or team recognition awards.
2. Students must be an active participant of the team (contributions to sub-teams, participation at team events, communications with leaders and mentors, and absences communicated and excused).
3. Students must be a member in good standing with the School District.
4. Member should attend FIRST Regional competition or have an excuse that is acceptable to the coach.

Guiding criteria for coaches:

- 1) value of contributions from the student
- 2) leadership/mentorship for younger students
- 3) positive behavior and works to rally members
- 4) award is earned and something to strive towards, not given for just being a member and should be a challenge for younger students to attain

Kevin Grover, Superintendent	1515 - 11 th Street	V (218) 283-2571 x112	F (218) 283-8104	kgrover@isd361.k12.mn.us
Timothy Everson, FHS Principal	1515 - 11 th Street	V (218) 283-2571 x104	F (218) 283-2384	teverson@isd361.k12.mn.us
Marc Glowack, FHS Dean of Students	1515 - 11 th Street	V (218) 283-2571 x110	F (218) 283-2384	mglowack@isd361.k12.mn.us
Melissa Tate, FES Principal	1414 - 15 th Avenue	V (218) 283-2571 x232	F (218) 283-3133	mtate@isd361.k12.mn.us
William Mason, Activities Director	1515 - 11 th Street	V (218) 283-2571 x138	F (218) 283-2384	bmason@isd361.k12.mn.us

RESOLUTION FOR ACCEPTANCE OF GIFTS AND DONATIONS

Whereas, School Board Policy 706 establishes the guidelines for the acceptance of gifts or donations to the District;

Whereas, the International Falls School District Board encourages the support of the District's educational programs through gifts or donations that meet the goals and objectives of the School District;

Whereas, Minnesota Statute §465.03 states the School Board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members;

Therefore, be it resolved, the School Board of International Falls Public Schools, ISD #361, accepts with appreciation the following gifts, donations or grants received by the School District:

Prom Student Activity Group donations received:

Dakota State	T-Shirts (2)
Gustavus	T-Shirt
Morris	Banner/flag
Moorhead	T-Shirt
Saint Benedict	T-Shirt
Augsburg	T-Shirt
Southwest	T-Shirt
UofM Mankato	T-Shirt
NDSCS	T-Shirt, water bottle, pen, card holder, paper holder, & bag tag
Hibbing Community College	Decal, lanyard, and t-shirt
Winona State	T-shirt
UMD	T-shirt
Concordia	Pen, banner, and t-shirt
University of Missouri	Decal, magnet frame, & sweatshirt
University of Northwestern	T-Shirts (4)

District donations received:

PCA Mill for Hall of Fame	\$1,000.00
Coca Cola Bottling for Hall of Fame	\$250.00
Northern Reliable Insurance for Hall of Fame	\$250.00
TruStar Federal Credit Union for Hall of Fame	\$1,000.00
Dean Blais for Hall of Fame	\$500.00
Stewart's Super One for Hall of Fame	\$500.00
Americinn to FHS Robotics Team	\$50.00
Hometown Hobby & Crafts to FHS Robotics Team	\$500.00
Mr. Pete Foundation for FES Scaling Wall Donation	\$8,000.00
Coca Cola Bottling for Arena Scoreboard Sponsorship	\$1,000.00
Box Top for Education for FHS Student Planners	\$168.90
Box Top for Education for FES Students	\$846.30
Girls Hockey Boosters for HUDL Software	\$200.00
Educ MN Local 331 for Para Appreciation Lunch at FES	\$100.00
Boys Hockey Boosters for Transportation to Warroad Tournament	\$1,143.32
PCA Mill of International Falls donated 2 Pallets of X-9 Paper	\$2,800.00

RESOLUTION FOR ACCEPTANCE OF GIFTS AND DONATIONS

Motion by _____, seconded by _____, to accept the gifts and donations.

The following voted in favor:

Voting against:

Whereupon, the resolution was declared adopted.

OPTION A: 2018 - 2019 SCHOOL CALENDAR

AUGUST 2018							SEPTEMBER 2018						
Sun	M	T	W	T	F	Sat	Sun	M	T	W	T	F	Sat
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						
Student Days: 0 Teacher Days: 2							Student Days: 19 Teacher Days: 19						
OCTOBER 2018							NOVEMBER 2018						
Sun	M	T	W	T	F	Sat	Sun	M	T	W	T	F	Sat
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	
Student Days: 20 Teacher Days: 21							Student Days: 18 Teacher Days: 20						
DECEMBER 2018							JANUARY 2019						
Sun	M	T	W	T	F	Sat	Sun	M	T	W	T	F	Sat
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												
Student Days: 15 Teacher Days: 15							Student Days: 21 Teacher Days: 22						
FEBRUARY 2019							MARCH 2019						
Sun	M	T	W	T	F	Sat	Sun	M	T	W	T	F	Sat
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28			24	25	26	27	28	29	30
							31						
Student Days: 19 Teacher Days: 19							Student Days: 21 Teacher Days: 21						
APRIL 2019							MAY 2019						
Sun	M	T	W	T	F	Sat	Sun	M	T	W	T	F	Sat
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	
Student Days: 20 Teacher Days: 20							Student Days: 21 Teacher Days: 22						

August & September

Aug. 28 th :	All Employee Meeting Teacher Work Day
Aug. 29 th :	Teacher Work Day
Sept. 3 rd :	NO SCHOOL - Labor Day
Sept. 4 th :	First Day of School

October & November

Oct. 5 th :	NO SCHOOL - Teacher In Service
Oct. 18 th -19 th :	NO SCHOOL - MEA Break
Nov ?	End of 1st Quarter
Nov. 8 th - 9 th :	NO SCHOOL - Exchange Days
Nov. 22 nd -23 rd :	NO SCHOOL - Thanksgiving Break

December & January

Dec. 24 th -31 st :	NO SCHOOL - Winter Break
Jan 1 st :	NO SCHOOL - Winter Break
Jan ?	End of 2nd Quarter / Semester 1
Jan 21 st :	NO SCHOOL - Teacher In Service Martin Luther King Jr. Day

February & March

Feb. 18 th :	NO SCHOOL - Presidents Day
March ?:	End of 3rd Quarter

April & May

April 19 th :	NO SCHOOL - Good Friday
April 22 nd :	NO SCHOOL - Spring Break
May 27 th :	NO SCHOOL - Memorial Day
May 30 th :	LAST DAY OF CLASSES
May 31 st :	Teacher Work Day

GRADUATION: Sunday, June 2, 2019

Total Student Days: 174

Total Teacher Work Days: 181

Total Teacher Contract Days: 188

OPTION A: 2018 - 2019 SCHOOL CALENDAR

LEGEND:

No School

No School - Teacher Work Day

No School - Teacher Exchange Day

1st Day of School

Last Day of School

ISD 361
2018 - 2019 Summary of School Days

Calendar Option A:

Month	Student and Teachers	Teacher Work Days	Other Teacher Contract Days	Total Teaching Contract Days:
Aug-18	0	2	0	2
Sep-18	19	0	1	20
Oct-18	20	1	0	21
Nov-18	18	2	2	22
Dec-18	15	0	1	16
Jan-19	21	1	0	22
Feb-19	19	0	1	20
Mar-19	21	0	0	21
Apr-19	20	0	1	21
May-19	21	1	1	23
Total Days:	174	7	7	188

OPTION B: 2018 - 2019 SCHOOL CALENDAR

AUGUST 2018							SEPTEMBER 2018						
Sun	M	T	W	T	F	Sat	Sun	M	T	W	T	F	Sat
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						
Student Days: 0 Teacher Days: 2							Student Days: 19 Teacher Days: 19						
OCTOBER 2018							NOVEMBER 2018						
Sun	M	T	W	T	F	Sat	Sun	M	T	W	T	F	Sat
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	
Student Days: 20 Teacher Days: 21							Student Days: 18 Teacher Days: 20						
DECEMBER 2018							JANUARY 2019						
Sun	M	T	W	T	F	Sat	Sun	M	T	W	T	F	Sat
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												
Student Days: 15 Teacher Days: 15							Student Days: 21 Teacher Days: 22						
FEBRUARY 2019							MARCH 2019						
Sun	M	T	W	T	F	Sat	Sun	M	T	W	T	F	Sat
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28			24	25	26	27	28	29	30
							31						
Student Days: 19 Teacher Days: 19							Student Days: 18 Teacher Days: 18						
APRIL 2019							MAY 2019						
Sun	M	T	W	T	F	Sat	Sun	M	T	W	T	F	Sat
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	
Student Days: 20 Teacher Days: 20							Student Days: 22 Teacher Days: 22						

August & September

- Aug. 28th: All Employee Meeting
Teacher Work Day
- Aug. 29th: Teacher Work Day
- Sept. 3rd: NO SCHOOL - Labor Day
- Sept. 4th: First Day of School

October & November

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- Oct. 18th-19th: NO SCHOOL - MEA Break
- Nov ? End of 1st Quarter
- Nov. 8th - 9th: NO SCHOOL - Exchange Days
- Nov: 22nd-23rd: NO SCHOOL - Thanksgiving Break

December & January

- Dec. 24th-31st: NO SCHOOL - Winter Break
- Jan 1st: NO SCHOOL - Winter Break
- Jan ? End of 2nd Quarter / Semester 1
- Jan 21st: NO SCHOOL - Teacher In Service
Martin Luther King Jr. Day

February & March

- Feb. 18th: NO SCHOOL - Presidents Day
- March ? End of 3rd Quarter
- March 13th - 15th: NO SCHOOL - Spring Break

April & May

- April 19th: NO SCHOOL - Good Friday
- April 22nd: NO SCHOOL - Spring Break
- May 27th: NO SCHOOL - Memorial Day

OPTION B: 2018 - 2019 SCHOOL CALENDAR

JUNE 2019						
Sun	M	T	W	T	F	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
22	23	24	25	26	27	28
29	30					
Student Days:		2		Teacher Days:		3

<u>June</u>	
June 4 th	LAST DAY OF CLASSES
June 5 th	Teacher Work Day

GRADUATION: Sunday, June 9, 2019

Total Student Days: 174 Total Teacher Work Days: 181 Total Teacher Contract Days: 188

OPTION B: 2018 - 2019 SCHOOL CALENDAR

LEGEND:

- No School
- No School - Teacher Work Day
- No School - Teacher Exchange Day
- 1st Day of School
- Last Day of School

ISD 361
2018 - 2019 Summary of School Days

Calendar Option B

Month	Student and Teachers	Teacher Work Days	Other Teacher Contract Days	Total Teaching Contract Days:
Aug-18	0	2	0	2
Sep-18	19	0	1	20
Oct-18	20	1	0	21
Nov-18	18	2	2	22
Dec-18	15	0	1	16
Jan-19	21	1	0	22
Feb-19	19	0	1	20
Mar-19	18	0	0	18
Apr-19	20	0	1	21
May-19	22	0	1	23
Jun-19	2	1	0	3
Total Days:	174	7	7	188



December 2017

International Falls Public Schools

Powerful learning to drive new practice

International Falls Public Schools
1515 Eleventh Street
International Falls, MN 56649-2501

December 15, 2017

Dear Mr. Kevin Grover,

Thank you for your interest in expanding your partnership with Learning Sciences International™ (LSI). We are pleased you were able to observe a RigorWalk session at one of our partner schools. The following information is a plan that follows a similar trajectory of Mesabi East for your consideration.

Our team is excited to engage with your teachers, leaders and students toward a more rigorous learning environment to ensure deep learning and sustainable outcomes through professional development tailored to your district needs. We will go one step further to provide International Falls strong coaching and support for implementation of these concepts.

LSI proposes a tiered system of intensive, professional development and systems of support to build leadership capacity at all levels, from the main office to the classroom. A common language of instruction and positive school culture is created in this individualized model. The combined effect on student achievement of this type in other schools, has resulted in student achievement gains as high as 17 points (Marzano & Waters, 2009).

Our solution includes teacher training that explores a deeper model of instruction with professional support to ensure teachers implement the strategies from training as demonstrated through the LSI Tracker Platform®.

If you have any questions about this proposal, please call Lee Manly, Director of District Partnerships. Lee is one of our veteran implementation professionals, and we are confident you will find him to be a knowledgeable and helpful resource.

Lee Manly, Sr. Director of District Partnerships
Learning Sciences International, LLC
Phone: 918-995-1112
Email: LManly@learningsciences.com

Executive Summary

In 2014, Robert J. Marzano and Michael D. Toth published *Teaching for Rigor: A Call for a Critical Instructional Shift from Learning Sciences International™*. This monograph discussed the more than 2 million data points generated by classroom observations of teacher practice and collected in Learning Sciences' iObservation™ database. Learning Sciences' research and development team analyzed this data to create what is, because of the size of the sample, a national profile of teacher classroom practice. The findings indicated that four teaching strategies predominated heavily in U.S. classrooms: 47% of classroom time was devoted to traditional teacher-centered strategies of lecture, practice, and review, despite the urgent call for rigor under state standards. A mere 3 % of classroom time was devoted to student-centered activities to develop higher-order thinking skills.

Learning Sciences International (LSI) provides professional development aligned to the Marzano Essentials for Achieving Rigor model, expert coaching for implementation of the model from the principal to the classroom teacher, and deployment of a technology-based tool that provide actionable data to inform rigorous instruction.

The recommended progression of services is provided below.

- ❖ **(EIP Regional Support) Leadership Academy** – Regional Community of Practice for leader growth and sustainable change in schools
- ❖ **Leadership Team Coaching** – Onsite coaching and monitoring support with the School Leader
- ❖ **Essentials for Achieving Rigor Professional Development** – Professional development days for teachers
- ❖ **Essentials for Achieving Rigor C4I days** – Companion Coaching for Implementation (C4I) days for instructional coaches that correspond directly to the teacher PD days and provide an additional layer of support
- ❖ **(EIP Regional Support) LSI Tracker™ Technology Platform** – Includes **Standards Tracker**, an application that helps teachers unpack the standards, so they can adjust instruction to best meet the needs of learners and **Growth Tracker**, and application that makes professional learning visible as teachers grow with their peers in a safe, evaluation-free zone. These tools giving educators and leadership simple-yet-powerful applications to promote growth throughout an entire school.

About Learning Sciences

Founded by former university faculty members and researchers in April 2002, Learning Sciences International, LLC, is a research-based organization dedicated to supporting the development of teacher expertise, and district and school leadership. Learning Sciences works with the leading researchers, including our strategic partners, Dr. Robert Marzano and Dr. Dylan Wiliam. Through these relationships, and as a consequence of our own internal professionals and experts, the organization brings over a decade of curriculum, instruction, and assessment experience including working with districts to support their implementation of adopted state standards.

Learning Sciences blends deep expertise in instructional leadership and pedagogy with comprehensive IT expertise. We are pleased to offer International Falls Public Schools our proven tiered systems of supports that begins to build capacity at all levels, from the district office to the classroom. This effort is paramount to embedding immediate building-level coaching supports to supplement the targeted professional development and coaching services provided by Learning Sciences during the school year. Learning Sciences consultants will be assigned to specific schools to offer consistent and targeted supports to your schools.

Summary of Services

LEADERSHIP ACADEMY

Provided through EIP funding, LSI's Leadership Academy helps improve leadership, teacher effectiveness, and student learning. As leadership capacity increases, principals and teachers will provide and sustain high quality instruction to close learning gaps. Throughout the Academy, members network to enact systemic, organizational, and practical change that leads to high-quality, standards-driven teaching and learning. As a result, a cohort of influential advocates and instructional leaders will be established to spread hope, strategies, and determination of improving instructional and leadership effectiveness throughout their districts

SCHOOL LEADERSHIP COACHING

School leaders, leadership teams and district leaders learn to lead and support the implementation of the Essentials for Achieving Rigor trainings. An expert consultant will conduct a half-day session with a small group of school/district leaders. The session will focus on 1-2 topics, questions, or issues chosen ahead of time and personalized to the leader(s) in attendance. Participants will increase their capacity to optimize their leadership skills while deepen their knowledge of Essentials strategies and techniques. Leaders will enhance their ability to lead others more effectively through classroom implementation of the instructional model while addressing questions and issues associated with school change.

ESSENTIALS FOR ACHIEVING RIGOR PROFESSIONAL DEVELOPMENT

We have identified the essential classroom instructional strategies to assist teachers in helping students achieve the required level of rigor. These pedagogical strategies build a clear focus on the necessary skills

– analysis, reasoning, hypothesis generation and testing, decision-making in real-world applications, that are the basis for states’ college and career readiness standards. These strategies also clearly **move toward a student-centered pedagogy** where students have increasing autonomy and responsibility for their own learning. In essence, the strategies offer a detailed map of the instructional shifts necessary for success with rigorous standards.

Marzano Center Essentials for Achieving Rigor sets a firm foundation for the essential strategies with components designed to support and facilitate Standards-based planning, clear Criteria for Success, essential classroom Conditions for learning, Data-reflection and Action, and peer Collaboration. The model helps teachers intentionally plan for and teach rigorous lessons, reflect on their progress, collaborate with peers engaged in the same work, and monitor their students for the desired results – all in an environment designed to nurture, guide, and engage



COACHING FOR IMPLEMENTATION (C4I)

Following each professional development session, **Coaching for Implementation** sessions are provided. Uniquely designed to ensure the correct use of strategies immediately in their classrooms, these sessions help coaches and teacher leaders support teachers to look for lesson effects as they implement their learnings from the professional development. Sessions are intended as a follow-up to training where an expert consultant facilitates a team of instructional leaders in classroom observation or artifact examination, feedback, and coaching to strengthen the implementation of the Marzano Center Essentials for Achieving Rigor.

Further, these sessions will reduce variability among classrooms within a particular school. By clearly defining standards for all school leaders, not only is variability lessened but also capacity is built as leaders develop a deeper understanding of successful leadership practices. This systematic approach aligns the development of school leaders with the development of the teachers within each school. As the leader grows, the teachers will grow.

RIGORWALK

RigorWalk™ helps school leadership teams gain the insight, perspective, and actionable data they need to determine what to address for whole-school improvement. During a RigorWalk, a Learning Sciences consultant meets with school leadership to collect information about current processes, policies, and systems that impact leading indicators of teacher practice and student learning. LSI then helps the

leadership team identify support structures that will best impact teaching and learning. Research indicates that each of the following Pillars of Rigor must be in place to meet the demands of rigorous new standards, including Common Core:

- **Conditions for Learning Rigorous Standards:**

Measures the systems and structures that create a climate and culture of positive relationships, shared responsibility, and continuous improvement to set the stage for rigor and autonomous student learning.

- **Standards-Based Student Evidence:**

Measures whether instructional strategies are implemented to appropriately challenge all students at the highest taxonomy levels to elicit student evidence demonstrating proficiency of the standard. Also measures whether this evidence is common across classrooms.

- **Organizing Students to Achieve the Standards:**

Measures the level of collaborative, interdependent work of student teams where students challenge and support each other while learning together. Moreover, it focuses on whether teams are interacting about the critical content of the standard with students driving, owning, and monitoring the learning together.

- **Monitoring to Take Action within a Lesson:**

Measures whether teachers are monitoring students during a lesson, making instructional adjustments, and providing actionable feedback to students.

- **Tracking Student Progress Toward Standards:**

Measures whether data tracking is occurring at short-, mid-, and long-cycles to ensure that a tightly-coupled system exists where decisions are made for continuous improvement. Also measures whether students in interventions have closed the gap to meet grade-level standards with all students.

Work Plan and Cost Proposal

The following services are proposed for two schools at International Falls Public School District for the 2018-2019 school year. The proposed work plan and cost summary include a discount in the amount of \$7,950.00 for the first year of services. Services for year 2 and 3 would follow the same progression but maybe amended to meet the needs of teachers and the district.

School for Rigor 2018-19 School Year Activities **Total for Year 1 - \$96,800**

Summer 2018

- (EIP Regional Support) LSI Standards Tracker Configuration, annual building license
- **Leadership Academy** – (EIP Regional Support) 5 Sessions throughout the school year – Participants learn how to lead, drive, and sustain continuous improvement using a responsible model of leadership and implementation science that are both sustainable and evidence-based.

Base Building Services with School Leader /Leadership Team **45,300**

- **RigorWalks with Data Presentation** – initial baseline RigorWalk includes two surveys that will be analyzed and reported on in the data presentation
- **Rigorwalk** – 3 half day walks for each school, includes Action plan adjustments and virtual presentation of data
- **School Leadership Coaching** – half-day onsite visit with LSI consultant provides data analysis and classroom observation with school leader, reviews and updates short term action plan, and provides targeted

Essentials PD and Coaching for Implementation (C4I) **46,000**

- **Monitoring for Learning** – 1 shared PD Day - Teachers learn how monitoring can change the culture of the classroom and how to build monitoring strategies into their lessons.
- **Coaching for Implementation for Monitoring for Learning**, 4 total shared between two schools
- **Core Instruction** – 1 shared PD Day - Teachers learn how to use criteria for success to identify content and group students as they process, elaborate, record and represent their knowledge.
- **Coaching for Implementation for Core Instruction**, 4 total shared between two schools
- **Reproduction License** for materials for PD Days

LSI Standards Tracker Support **5,500**

- **Learning Targets and Sequences** – 1 shared PD Day This is a ‘hands-on’ session in which teachers will create rigorous learning targets and performance scales. Teachers will learn how to unpack standards to identify essential knowledge and skills in order to create learning targets and performance scales.
- **Reproduction License** for materials for PD Days

Learning Sciences International™ Terms & Conditions

Customer Acknowledgment

Customer acknowledges agreement with these Terms & Conditions of Sale by placement of an order to purchase products or services from Learning Sciences International, LLC.

Prices

Prices quoted are good for 30 days from the date of proposal or quote, unless otherwise stated in writing. All prices stated in USD unless otherwise noted.

Payment

Purchase order or payment is required prior to order fulfillment. Make checks payable in USD to "Learning Sciences International" and submit to 175 Cornell Road, Suite 18, Blairsville, PA 15717.

Purchase Orders

Please reference quote number (shown above) on all purchase orders. Purchase orders should be sent to Learning Sciences International, 175 Cornell Road, Suite 18, Blairsville, PA 15717 or faxed to (724) 299-8133 or emailed to: AccountsReivable@learningsciences.com

Terms

Standard payment terms are net 30 from date of invoice. Seller reserves the right to charge interest at the rate of 0.5% per month on past due balances. Seller also reserves the right to submit invoices greater than 90 days past due to a third party agency for collection.

Scheduling

On-site training and professional development sessions requires 30 days advance notice. Purchase order or payment must be received before training dates can be reserved. Trainings scheduled at the Customer's request with less than 30 days advance notice are subject to availability and a \$500 expediting fee. All training sessions must be scheduled no later than 12 months following receipt of purchase order.

Cancellation

On-site training and professional development sessions may be rescheduled prior to 30 days in advance without penalty. Districts who cancel / reschedule within the 30 day window will be charged a \$500 fee + travel expenses incurred (including cancellation and airline booking fees.)

Shipping and Handling

Shipping and Handling for print materials shown at standard ground rates. Please allow 7-10 business days for order processing and delivery. Expedited or overnight shipping available for some items. Additional fees may apply.

LSI will fulfill your order based on the quantity of materials shown on your purchase order. Should you request additional copies of materials, you will be invoiced for the materials plus shipping and handling. Expedited or overnight shipping may apply.

Sales, Use, Value Add and other Taxes

Customers exempt from sales taxes must provide a copy of their current exemption certificate, if applicable. LSI reserves the right to charge sales, use, and/or value added tax in addition to quoted product prices as required by taxing authorities,

if applicable. Actual sales tax billed will be based on Seller's sales tax collection requirements and Customer's current jurisdiction rates in effect on the date of invoice.

Materials Reprint Licenses

Professional development sessions and related materials are revised periodically to reflect most current research and provide the best possible experience for the learners. Updates to materials covered under reprint licenses will be provided free of charge upon request during the terms of the license. Customers are advised to print only sufficient quantities to cover their immediate training needs.

Recording of Presentations

All audio and video recording is prohibited without written content from Learning Sciences International, LLC.

iObservation Terms of Use

iObservation terms of use can be found at www.effectiveeducators.com.

Signature: _____

Effective Date: _____

Name (Print) _____

Title: _____

Please sign and return with Purchase Order.

THANK YOU FOR YOUR BUSINESS!

Finger Scanner

Food Scanner

? get kids through quicker

Sentinel

Scanner moving lunch line along



TIME TO EAT — A staff member at Fairmont Elementary School is seen getting an index finger scanned as part of the new biometric finger ID system used in the lunch room at the school.

FAIRMONT — Fairmont Elementary School recently began using a new system to get children through the lunch line in less time and with more security.

The biometric finger ID system does not record children’s fingerprints, but scans certain points of their index finger. The data is then translated into

an alphanumeric code that cannot be reversed back or traced.

“We were looking at something like this a few years ago but there are companies [that] do store fingerprints, and our school board immediately shot that down,” said Superintendent Joe Brown. *“Then we came across this Minnesota-based company that does not store prints.”*

There are many school districts in Minnesota that have been using this same system for years. Brown said more than 2,000 schools — elementary, high schools and colleges — across the country use the system.

“No fingerprint is stored, no measurements are stored,” Brown said. *“It simply reads certain points of your index finger.”*

The code that the print translates into is long and cannot be reversed back, and it is only stored on the school’s local file server.

Three biometric readers and the software cost \$3,727. Two readers are in the 3-6 cafeteria, where there are two lunch lines, while one reader is in the K-2 cafeteria. The elementary school also got a tardy kiosk for \$1,242. It will be used when students get to school late or come in after a doctor’s appointment. Brown said this will print out an admit slip and then record on Skyward, which is the student manuscript system.

All students in grades K-6, as well as teachers and staff, will use this new system. In the past, grades 3-6 would enter a four-digit code every time they went through the lunch line. The K-2 students have a food service person look at them and then circle their name and bar code on a piece of paper. They go back later and scan each bar code into the system to record who was there and ate lunch that day.

“The reason we’re doing it is really two-fold,” Brown said. *“One reason is to speed up the lunch line because we want the students to have adequate time to eat and also go out and have recess. The second reason is for security so no one else can look at and see another students four-digit code. This is another level of safety for the kids because no one else can use another student’s finger.”*

All of the kindergarteners and first-graders are using the new system as well as some of the fourth-, fifth- and sixth-graders. Mary Cole, who is the MARSS and testing coordinator in the district office at the elementary school, has been setting up each student and staff member individually.

Several food service workers commented on how the new system has proven to speed up the lunch line.

At Fairmont Jr./Sr. High School, students just scan their student ID badge, which has a barcode. While the elementary school students have an ID badge, they do not have a barcode on it. Brown reported the plan is to eventually use the finger ID system at the high school as well.

One complaint some people have had is attaching a number or code to a student. But as Brown said, numbers have been attached to students for decades.

Every public school student in the state of Minnesota is given a MARSS (Minnesota Automated Reporting Student System) number, which will follow them throughout their school years, from preschool through senior year of high school. It is the Minnesota Department of Education's primary reporting system for student data. Because public schools receive 85 percent of their funding from the state, the 13-digit number is given to ensure that students do not get double-counted.

"We're basically doing this to speed up the lunch line and have a more secure system," Brown said. "However, if there is any concern about this, parents can simply contact our office and we can opt their child out. So far, we've had five students out of about 400 who have opted out and that's fine. Parents always have a choice. Those students will just need to memorize their four-digit code."

Anyone who wants more information on this system can visit the company's website at www.fingerid.net



IDCONNECT® FINGER

Our IDconnect® Finger system takes a series of measurements and comes up with a unique identity for each student's finger. We do not store the fingerprint image and the process cannot be reversed to retrieve the finger measurements.

Enrollment:

- Enrolls up to 10 fingers for one ID. We recommend enrolling both index fingers.
- Enrolls students during normal operation.
- Ability to enroll from all clients simultaneously.



Speed:

- Speeds of access are extremely fast, even with very large databases. Initial database license are 5,000, but can be expanded up to 200,000 (additional licensure cost) for district level installation.
- Searches the entire database of IDs in less than 2 seconds.

Capacity:

- Pre-load patron data, via comma or tab delimited text file.
- Accepts up to 6 different ID numbers.
- Accepts up to 5 user-defined fields.
- Batch update database with new students via comma or tab delimited text file.
- Batch update database inserting new students and deleting graduated students via comma or tab delimited text file.

IDCONNECT® CAN OPERATE WITH:

- Windows 98, XP, Vista
- Windows Server 2000, 2003, 2008, 2012
- Windows 7 and 8 (32-bit or 64-bit)
- Works with Virtual Servers

IDconnect® uses client/server technology to allow multiple lookup and enrollment points through a LAN or wide area network (WAN)

Hard drive space would be 2GB for nearly all databases. Can be run on a Thin Client. Client machine should have 1 USB port for the finger scanner/reader. An additional USB port is needed for the Stop/Go Feedback Light.