

Regular Board Meeting
Monday, June 24, 2024 6:00 PM Central

Central High School
531 Morse Street
Norwood Young America, MN 55368

A. PROCEDURAL ITEMS:

A.1. Call to order

A.2. Roll Call

A.3. Pledge of Allegiance

A.4. Approval of Agenda

Move to approve the agenda as presented/amended:. This motion, made by Sarah Lehrke and seconded by Sara Eischens, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea

Yea: 7, Nay: 0

A.5. Consent Agenda

Move to approve Consent agenda as presented. This motion, made by Josh Kroells and seconded by Sarah Lehrke, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea

Yea: 7, Nay: 0

A.6. Acceptance of Gifts

Move to approve gifts. This motion, made by Shelby Erickson and seconded by Emily Perlbachs, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea

Yea: 7, Nay: 0

B. PUBLIC FORUM

C. INFORMATIONAL ITEMS: MONTHLY REPORTS

C.1. Student Council

C.2. Student Representative

C.3. Superintendent

C.4. Board

D. DISCUSSION ITEMS

D.1. Community Education and Elementary Goal Results

D.2. Q-Comp Year End Review

D.3. 2024 Parent Survey Results

E. OPERATIONAL ITEMS

E.1.Consideration of FY2025 Preliminary Budget

Approve. This motion, made by Sara Eischens and seconded by Kyle Strickfaden, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea

Yea: 7, Nay: 0

E.2.Consideration of 24-26 Director of Student Services Contract

Pass. This motion, made by Shelby Erickson and seconded by Connor Smith, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea

Yea: 7, Nay: 0

E.3. Consideration of 2024-26 Confidential Employee Contract

Pass. This motion, made by Sara Eischens and seconded by Emily Perlbachs, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea

Yea: 7, Nay: 0

E.4. Consideration of the 2024-26 MSEA Contract

Pass. This motion, made by Sara Eischens and seconded by Josh Kroells, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea

Yea: 7, Nay: 0

E.5. Consideration of 2024-26 Principal Contract

Pass. This motion, made by Sarah Lehrke and seconded by Emily Perlbachs, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea

Yea: 7, Nay: 0

E.6. Consideration of ISD 288 LTFM and Safe Schools Levy

Pass. This motion, made by Sarah Lehrke and seconded by Shelby Erickson, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea

Yea: 7, Nay: 0

E.7. Consideration of Superintendent MOU

Pass. This motion, made by Sarah Lehrke and seconded by Sara Eischens, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea

Yea: 7, Nay: 0

E.8. Consideration of resolution CERTIFYING THE POPULATION ESTIMATE FOR THE 2024 PAYABLE 2025 LEVY OF INDEPENDENT SCHOOL DISTRICT ISD #108.

Pass. This motion, made by Sara Eischens and seconded by Sarah Lehrke, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea

Yea: 7, Nay: 0

F. NEXT BOARD MEETING

G. ADJOURNMENT

Pass. This motion, made by Shelby Erickson and seconded by Connor Smith, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Sarah Lehrke: Yea,

Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea
Yea: 7, Nay: 0

5/20/24 Board Meeting
Monday, May 20, 2024 6:00 PM Central

High School Media Center
531 Morse Street
Norwood Young America, MN 55368

Sara Eischens: Present
Shelby Erickson: Present
Josh Kroells: Present
Sarah Lehrke: Present
Emily Perlbachs: Present
Connor Smith: Present
Kyle Strickfaden: Present
Present: 7.

R Larson
T Schochenmaier
A Fracnk
A Groschen
J Cink
E Latzig
A Kolstad
B Braun

Sarah Lehrke: Absent
Present: 6, Absent: 1.

R Larson
T Schochenmaier
A Fracnk
A Groschen
J Cink
E Latzig
A Kolstad
B Braun

A. PROCEDURAL ITEMS:

A.1. Call to order

A.2. Roll Call

A.3. Pledge of Allegiance

A.4. Approval of Agenda

Move to approve the agenda as presented/amended:. This motion, made by Sara Eischens and seconded by Josh Kroells, Carried.

Sarah Lehrke: Absent, Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea
Yea: 6, Nay: 0, Absent: 1

A.5. Consent Agenda

Move to approve Consent agenda as presented. This motion, made by Shelby Erickson and seconded by Connor Smith, Carried.

Sarah Lehrke: Absent, Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea
Yea: 6, Nay: 0, Absent: 1

A.6. Acceptance of Gifts

Move to approve gifts. This motion, made by Sara Eischens and seconded by Emily Perlbachs, Carried.

Sarah Lehrke: Absent, Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea
Yea: 6, Nay: 0, Absent: 1

B. PUBLIC FORUM

C. INFORMATIONAL ITEMS: MONTHLY REPORTS

C.1. Student Council

C.2. Student Representative

C.3. Superintendent

C.4. Board

D. DISCUSSION ITEMS

D.1. Curriculum Highlights: Andrea Kolstad

D.2. End of Year Results: Rich Larson and Becca Braun

D.3. FY25 Preliminary Budget

D.4. MSBA Policy Updates: 1st Reading:

506 - STUDENT DISCIPLINE

507 - CORPORAL PUNISHMENT AND PRONE RESTRAINT

514 - BULLYING PROHIBITION POLICY

E. OPERATIONAL ITEMS

E.1. Consideration of Iowa Resolution:

Move to Approve the Resolution as presented: Roll Call: Kroells, Strickfaden, Eischens, Perlbachs Smith, Erickson. This motion, made by Sara Eischens and seconded by Emily Perlbachs, Carried.

Sarah Lehrke: Absent, Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea
Yea: 6, Nay: 0, Absent: 1

E.2. Consideration of MSHSL Resolution for Membership:

Move to approve the Resolution as presented: Roll Call: Eickson, Smith, Perlbachs, Eischens, Strickfaden, Kroells. This motion, made by Shelby Erickson and seconded by Connor Smith, Carried.

Sarah Lehrke: Absent, Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea
Yea: 6, Nay: 0, Absent: 1

E.3. Consideration of 24-25 Taher Contract:

Move to approve 24-25 Taher contract as presented:. This motion, made by Sara Eischens and seconded by Josh Kroells, Carried.

Sarah Lehrke: Absent, Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea
Yea: 6, Nay: 0, Absent: 1

E.4. 2024 Parent Survey

Move to approve parent survey. This motion, made by Connor Smith and seconded by Shelby Erickson, Carried.

Sarah Lehrke: Absent, Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea
Yea: 6, Nay: 0, Absent: 1

F. NEXT BOARD MEETING

G. ADJOURN Regular Meeting and Open Closed Session:

Move to adjourn regular meeting and open closed Session at 6:55 PM. This motion, made by Sara Eischens and seconded by Emily Perlbachs, Carried.

Sarah Lehrke: Absent, Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea
Yea: 6, Nay: 0, Absent: 1

H. Closed Session: Legal Consultation

I. Adjourn Closed Session:

Move to adjourn closed session:. This motion, made by Sara Eischens and seconded by Shelby Erickson, Carried.

Sarah Lehrke: Absent, Sara Eischens: Yea, Shelby Erickson: Yea, Josh Kroells: Yea, Emily Perlbachs: Yea, Connor Smith: Yea, Kyle Strickfaden: Yea
Yea: 6, Nay: 0, Absent: 1

June 5-2024 PAYROLL

GROSS PAY	\$561,328.84
FEDERAL TAX	(60,091.57)
MN STATE TAX	(26,121.44)
OASDI	(33,794.44)
MEDICARE	(7,903.55)
PERA	(3,935.25)
TRA	(37,713.55)
ANNUITIES	(5,665.14)
FLEX	(16,256.92)
VOLUNTARIES	(1,749.12)
NET PAYROLL	<u><u>\$368,097.86</u></u>

June 20-2024 PAYROLL

GROSS PAY	\$314,418.03
FEDERAL TAX	(23,415.52)
MN STATE TAX	(11,231.43)
OASDI	(18,470.07)
MEDICARE	(4,319.59)
PERA	(3,304.05)
TRA	(18,877.29)
ANNUITIES	(5,664.88)
FLEX	(16,514.08)
VOLUNTARIES	(1,602.21)
NET PAYROLL	<u><u>\$211,018.91</u></u>

Norwood-Young America School

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Pay/Void				Amount
										Print	Recon	Void	Date	
GEN1	P41126	57944		Wire	1	2468	R2	MASTERCARD - HARRIS BANK		No	No	No	05/28/2024	5,076.27
GEN1	P41126	57945		Wire	1	4091		MASTERCARD - HARRIS BANK		No	No	No	05/28/2024	8,481.11
GEN1	P41126	57947		Wire	1	01606		CENTERPOINT ENERGY		No	No	No	05/30/2024	3,329.06
GEN1	P41126	57948		Wire	1	09609		XCEL ENERGY		No	No	No	05/30/2024	16,048.48
GEN1	P41126	57949		Wire	1	6605		ELEYO	S Corporation	No	Yes	No	05/30/2024	2,552.48
GEN1	p41231	58037		Wire	1	04034		PERA		No	No	No	06/05/2024	8,475.89
GEN1	p41231	58038		Wire	1	04035		TEACHERS RETIREMENT ASSOC		No	No	No	06/05/2024	80,293.37
GEN1	p41231	58039		Wire	1	05255		DEPARTMENT OF THE TREASURY		No	No	No	06/05/2024	143,487.55
GEN1	p41231	58040		Wire	1	06027		COMMISSIONER OF REVENUE		No	No	No	06/05/2024	26,121.44
GEN1	p41231	58041		Wire	1	3785		EDUCATORS FINANCIAL SERVICES		No	No	No	06/05/2024	10,211.21
GEN1	p41231	58042		Wire	1	6821		WEX Health Inc.		No	No	No	06/05/2024	2,112.79
GEN1	P41226	58066		Wire	1	5002		WASTE MANAGEMENT OF WI-MN		No	No	No	06/13/2024	2,976.74
GEN1	P41226	58067		Wire	1	6605		ELEYO	S Corporation	No	No	No	06/13/2024	2,512.78
GEN1	P41226	58068		Wire	1	6821		WEX Health Inc.		No	No	No	06/13/2024	268.00
GEN1	P41226	58069		Wire	1	7133		METRONET		No	No	No	06/13/2024	72.20
GEN1	p41232	58120		Wire	1	04034		PERA		No	No	No	06/20/2024	7,116.42
GEN1	p41232	58121		Wire	1	04035		TEACHERS RETIREMENT ASSOC		No	No	No	06/20/2024	40,190.38
GEN1	p41232	58122		Wire	1	05255		DEPARTMENT OF THE TREASURY		No	No	No	06/20/2024	68,994.84
GEN1	p41232	58123		Wire	1	06027		COMMISSIONER OF REVENUE		No	No	No	06/20/2024	11,231.43
GEN1	p41232	58124		Wire	1	1439		DELTA DENTAL PLAN OF MN		No	No	No	06/20/2024	6,628.94
GEN1	p41232	58125		Wire	1	2260		AFLAC		No	No	No	06/20/2024	100.29
GEN1	p41232	58126		Wire	1	3785		EDUCATORS FINANCIAL SERVICES		No	No	No	06/20/2024	10,210.61
GEN1	p41232	58127		Wire	1	4164		MN STATE RETIREMENT SYST (Empower)		No	No	No	06/20/2024	30,586.90
GEN1	p41232	58128		Wire	1	5699		MN PUBLIC EMPLOYEES INSURANCE PF		No	No	No	06/20/2024	81,170.46
GEN1	p41232	58129		Wire	1	6821		WEX Health Inc.		No	No	No	06/20/2024	465.95
GEN1	P41126	57946	43352	Check	1	6955		DAIRY QUEEN - NYA		Yes	Yes	No	05/29/2024	432.64
GEN1	P41126	57992	43353	Check	1	6066		ALL STAR TROPHY & AWARDS, INC.		Yes	No	No	05/30/2024	826.00
GEN1	P41126	58013	43354	Check	1	6931		ALLIED PRODUCTIONS & SALES		Yes	No	No	05/30/2024	2,454.90
GEN1	P41126	58027	43355	Check	1	7225		AMAYA LEMBKE		Yes	No	No	05/30/2024	50.00
GEN1	P41126	57994	43356	Check	1	6088		BEHRENS, TRACY		Yes	No	No	05/30/2024	180.00
GEN1	P41126	58030	43357	Check	1	7228		BENEKE, JOSIE		Yes	No	No	05/30/2024	50.00
GEN1	P41126	58017	43358	Check	1	6973		BIFFS, INC.		Yes	No	No	05/30/2024	732.00
GEN1	P41126	58035	43359	Check	1	7233		BROWN, KATE		Yes	No	No	05/30/2024	90.00
GEN1	P41126	57997	43360	Check	1	6459		BROWN-THOR, KIRSTEN		Yes	No	No	05/30/2024	139.98
GEN1	P41126	57983	43361	Check	1	4946		BSN SPORTS LLC		Yes	No	No	05/30/2024	4,834.87
GEN1	P41126	57962	43362	Check	1	1118		CENTRAL BOOSTER CLUB		Yes	No	No	05/30/2024	1,890.00
GEN1	P41126	57986	43363	Check	1	5363		CENTRAL SOFTBALL BOOSTERS		Yes	No	No	05/30/2024	1,400.00
GEN1	P41126	57973	43364	Check	1	3213		CENTURYLINK		Yes	No	No	05/30/2024	135.85
GEN1	P41126	57970	43365	Check	1	2382		CITY OF COLOGNE		Yes	No	No	05/30/2024	83.63
GEN1	P41126	58023	43366	Check	1	7221		CLARK MACHTEMES	Ind/Sole Proprietor	Yes	No	No	05/30/2024	600.00
GEN1	P41126	57957	43367	Check	1	01171		COLLEGE BOARD		Yes	No	No	05/30/2024	2,182.00
GEN1	P41126	57950	43368	Check	1	00096		CURSON, JODI		Yes	No	No	05/30/2024	181.21
GEN1	P41126	57979	43369	Check	1	4484		CZECH AREA CONCERTINA CLUB		Yes	No	No	05/30/2024	400.00
GEN1	P41126	58015	43370	Check	1	6955		DAIRY QUEEN - NYA		Yes	No	Yes	05/30/2024	997.78
GEN1	P41126	58015	43370	Check	1	6955		DAIRY QUEEN - NYA		Yes	No	Yes	06/05/2024	(997.78)
GEN1	P41126	57964	43371	Check	1	1442		DALCO		Yes	No	No	05/30/2024	1,957.83
GEN1	P41126	58008	43372	Check	1	6827		DEGLER, WADE		Yes	Yes	No	05/30/2024	16.54
GEN1	P41126	57991	43373	Check	1	6033		DONNA, JAMES J.	Ind/Sole Proprietor	Yes	No	No	05/30/2024	950.00
GEN1	P41126	57982	43374	Check	1	4873		EMC INSURANCE COMPANIES		Yes	No	No	05/30/2024	20.00
GEN1	P41126	58010	43375	Check	1	6910		FASCHING, JANE	Ind/Sole Proprietor	Yes	No	No	05/30/2024	204.57
GEN1	P41126	58007	43376	Check	1	6822		FLORAL DEFINED		Yes	No	No	05/30/2024	632.00
GEN1	P41126	57993	43377	Check	1	6083		FOLEY, SARAH		Yes	No	No	05/30/2024	90.00
GEN1	P41126	57976	43378	Check	1	3535		FOUR POINT 0 SCHOOL SERVICES		Yes	No	No	05/30/2024	227,617.08
GEN1	P41126	57978	43379	Check	1	3639		FOX, DARRIN		Yes	No	No	05/30/2024	8.00
GEN1	P41126	57954	43380	Check	1	00605		FRANKLIN PRINTING		Yes	No	No	05/30/2024	852.50
GEN1	P41126	57998	43381	Check	1	6468		GARCIA-SANCHEZ, FLORMIRA		Yes	No	No	05/30/2024	475.00
GEN1	P41126	57984	43382	Check	1	5278	1099A	GERBER, JOSHUA		Yes	No	No	05/30/2024	960.30
GEN1	P41126	58000	43383	Check	1	6529		GORT, TAYLOR		Yes	No	No	05/30/2024	656.94
GEN1	P41126	58009	43384	Check	1	6850		GROSCHEN, AMY		Yes	No	No	05/30/2024	202.25
GEN1	P41126	57968	43385	Check	1	1689		GRUENHAGEN, KATHY		Yes	No	No	05/30/2024	9.70
GEN1	P41126	58005	43386	Check	1	6722		HEARTLAND BUSINESS SYSTEMS, LLC.		Yes	No	No	05/30/2024	4,599.60
GEN1	P41126	58002	43387	Check	1	6598		HOEN, MICHELLE		Yes	No	No	05/30/2024	180.00
GEN1	P41126	58003	43388	Check	1	6620		IDEAL ENERGIES SOLAR LEASING 2021 I LLC - Partnership		Yes	No	No	05/30/2024	435.59
GEN1	P41126	57951	43389	Check	1	00178		INTERMEDIATE DIST 287		Yes	No	No	05/30/2024	66.22
GEN1	P41126	57955	43390	Check	1	00838		JOSTENS INC		Yes	No	No	05/30/2024	59.60
GEN1	P41126	58029	43391	Check	1	7227		KINGSLEY, MORGAN		Yes	No	No	05/30/2024	50.00
GEN1	P41126	58011	43392	Check	1	6927		KLEY, JOE		Yes	Yes	No	05/30/2024	68.34
GEN1	P41126	58020	43393	Check	1	7111		KOHL'S, JEFF	Ind/Sole Proprietor	Yes	No	No	05/30/2024	100.00
GEN1	P41126	57981	43394	Check	1	4855		KOSEK, GARY		Yes	No	No	05/30/2024	62.00
GEN1	P41126	58006	43395	Check	1	6817		MASSP		Yes	No	No	05/30/2024	790.00
GEN1	P41126	57960	43396	Check	1	05234		MCGRAW-HILL SCHOOL EDUCATION HOI		Yes	No	No	05/30/2024	31,028.27
GEN1	P41126	57953	43397	Check	1	00572		MENARDS INC		Yes	No	No	05/30/2024	78.18

Norwood-Young America School

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Pay/Void				Amount
										Print	Recon	Void	Date	
GEN1	P41126	58014	43398	Check	1	6950		MERRITT, GEDRIC	Ind/Sole Proprietor	Yes	No	No	05/30/2024	100.00
GEN1	P41126	58001	43399	Check	1	6560		MN HIGHWAY SAFETY & RESEARCH CEN		Yes	No	No	05/30/2024	384.00
GEN1	P41126	57961	43400	Check	1	07736		MN RIVER CONFERENCE		Yes	No	No	05/30/2024	1,947.78
GEN1	P41126	57958	43401	Check	1	01530		MUSIC MART		Yes	No	No	05/30/2024	2,105.00
GEN1	P41126	57996	43402	Check	1	6448		NAPA AUTO & TRUCK PARTS		Yes	No	No	05/30/2024	54.05
GEN1	P41126	58016	43403	Check	1	6956		NATIONAL FFA ORGANIZATION		Yes	No	No	05/30/2024	560.00
GEN1	P41126	57975	43404	Check	1	3506		NEUBARTH, RICH		Yes	No	No	05/30/2024	48.48
GEN1	P41126	58026	43405	Check	1	7224		NEUBARTH, RYAN		Yes	No	No	05/30/2024	90.00
GEN1	P41126	58036	43406	Check	1	7234		NIEMCZYK, KARINA		Yes	Yes	No	05/30/2024	51.05
GEN1	P41126	57995	43407	Check	1	6101		NOLL, PAULA		Yes	No	No	05/30/2024	40.00
GEN1	P41126	58028	43408	Check	1	7226		NORDLING, KELLY		Yes	No	No	05/30/2024	50.00
GEN1	P41126	57989	43409	Check	1	5714		NORTHSIDE GRILL		Yes	No	No	05/30/2024	345.00
GEN1	P41126	57959	43410	Check	1	03222		PERLICH, KELLI		Yes	No	No	05/30/2024	67.00
GEN1	P41126	57965	43411	Check	1	1652		PIONEER		Yes	No	No	05/30/2024	732.08
GEN1	P41126	57966	43412	Check	1	1657		RATWIK, ROSZAK & MALONEY, P.A.		Yes	No	No	05/30/2024	79.50
GEN1	P41126	58012	43413	Check	1	6930		REGION 2A		Yes	No	No	05/30/2024	5,399.00
GEN1	P41126	57952	43414	Check	1	00223		REGION 5A - MSHSL		Yes	No	No	05/30/2024	410.00
GEN1	P41126	57956	43415	Check	1	01036		RIFTON/COMMUNITY PLAYTHINGS		Yes	No	No	05/30/2024	103.00
GEN1	P41126	57969	43416	Check	1	1880		ROISUM, DENNIS	Ind/Sole Proprietor	Yes	No	No	05/30/2024	100.00
GEN1	P41126	58019	43417	Check	1	7094		ROTO-ROOTER SERVICES COMPANY		Yes	No	No	05/30/2024	864.00
GEN1	P41126	57974	43418	Check	1	3304		RUBERG, DEVON		Yes	No	No	05/30/2024	57.93
GEN1	P41126	57990	43419	Check	1	5927		SCHOCHENMAIER, TIM		Yes	No	No	05/30/2024	459.42
GEN1	P41126	58018	43420	Check	1	7083		SCHOLASTIC BOOK FAIRS		Yes	No	No	05/30/2024	1,607.90
GEN1	P41126	57999	43421	Check	1	6483		SCHOOL SPECIALTY, LLC	LLC - Partnership	Yes	No	No	05/30/2024	394.53
GEN1	P41126	57967	43422	Check	1	1663		SMITH, DAVID		Yes	No	No	05/30/2024	50.00
GEN1	P41126	58034	43423	Check	1	7232		SMITH, TYLER		Yes	No	No	05/30/2024	50.00
GEN1	P41126	57985	43424	Check	1	5287		SOUTHWEST METRO INTERMEDIATE DIS		Yes	No	No	05/30/2024	44,776.75
GEN1	P41126	58025	43425	Check	1	7223		SPRENGELER, BETTY		Yes	No	No	05/30/2024	90.00
GEN1	P41126	57972	43426	Check	1	2656		STEP SAVER INC.		Yes	No	No	05/30/2024	493.60
GEN1	P41126	58004	43427	Check	1	6636		TCI		Yes	No	No	05/30/2024	14,071.50
GEN1	P41126	58033	43428	Check	1	7231		TELLERS, MIKAYLA		Yes	No	No	05/30/2024	90.00
GEN1	P41126	58022	43429	Check	1	7220		TILTON, DAVE	Ind/Sole Proprietor	Yes	No	No	05/30/2024	105.00
GEN1	P41126	57977	43430	Check	1	3628		TISCHENDORF, MICHAEL		Yes	No	No	05/30/2024	350.00
GEN1	P41126	58021	43431	Check	1	7205		TSCHIMPERLE, SCOTT	Ind/Sole Proprietor	Yes	No	No	05/30/2024	105.00
GEN1	P41126	58024	43432	Check	1	7222		TWIEST, MARIA		Yes	No	No	05/30/2024	91.92
GEN1	P41126	57987	43433	Check	1	5577		URNES, SHERRY		Yes	No	No	05/30/2024	130.00
GEN1	P41126	57971	43434	Check	1	2518		WENZEL, JEAN		Yes	No	No	05/30/2024	130.00
GEN1	P41126	57988	43435	Check	1	5580		WERNER, TRACY		Yes	No	No	05/30/2024	45.02
GEN1	P41126	58031	43436	Check	1	7229		WILLEMS, LINDSAY		Yes	No	No	05/30/2024	130.00
GEN1	P41126	58032	43437	Check	1	7230		WILLHITE, RICH		Yes	No	No	05/30/2024	60.00
GEN1	P41126	57980	43438	Check	1	4583		WROGE, DAVID		Yes	No	No	05/30/2024	100.00
GEN1	P41126	57963	43439	Check	1	1249		WROGE, JON		Yes	Yes	No	05/30/2024	32.16
GEN1	p41231	58043	43440	Check	1	06032		MINNESOTA SCHOOL EMP ASSOC		Yes	No	No	06/05/2024	384.70
GEN1	P41126	58044	43441	Check	1	6955		DAIRY QUEEN - NYA		Yes	No	No	06/05/2024	1,000.33
GEN1	P41226	58060	43444	Check	1	7053		ALL STATE PAINTING LLC		Yes	No	No	06/06/2024	7,318.75
GEN1	P41226	58056	43445	Check	1	6989		ARNQUIST CARPETS PLUS		Yes	No	No	06/06/2024	111,830.51
GEN1	P41226	58061	43446	Check	1	7054		B&D ASSOCIATES, LLC		Yes	No	No	06/06/2024	44,543.60
GEN1	P41226	58055	43447	Check	1	6987		CHAPPELL CENTRAL		Yes	No	No	06/06/2024	40,144.34
GEN1	P41226	58050	43448	Check	1	6928		DAVIS MECHANICAL SYSTEMS, INC.		Yes	No	No	06/06/2024	23,275.00
GEN1	P41226	58064	43449	Check	1	7209		DOOR SERVICE COMPANY		Yes	No	No	06/06/2024	23,839.00
GEN1	P41226	58049	43450	Check	1	6855	1	EDUCATION ON BUDGET	Ind/Sole Proprietor	Yes	No	No	06/06/2024	6,000.00
GEN1	P41226	58059	43451	Check	1	7049		GAG SHEET METAL, INC.		Yes	No	No	06/06/2024	55,955.00
GEN1	P41226	58057	43452	Check	1	7000		GRAZZINI BROTHERS & COMPANY		Yes	No	No	06/06/2024	1,045.00
GEN1	P41226	58063	43453	Check	1	7169		HALLMARK GLASS INC.		Yes	No	No	06/06/2024	82,021.22
GEN1	P41226	58053	43454	Check	1	6944		INNOVATIVE MASONRY RESTORATION		Yes	No	No	06/06/2024	14,200.00
GEN1	P41226	58048	43455	Check	1	6809		LAKETOWN ELECTRIC CORPORATION		Yes	No	No	06/06/2024	92,150.00
GEN1	P41226	58054	43456	Check	1	6965		MCDOWALL COMPANY		Yes	No	No	06/06/2024	21,821.50
GEN1	P41226	58058	43457	Check	1	7001		MIDWEST MECHANICAL SOLUTIONS		Yes	No	No	06/06/2024	6,987.05
GEN1	P41226	58065	43458	Check	1	7235		MJS CONSTRUCTION AND REMODELING		Yes	No	No	06/06/2024	70,860.00
GEN1	P41226	58052	43459	Check	1	6943		NORTHLAND CONCRETE & MASONRY		Yes	No	No	06/06/2024	1,839.20
GEN1	P41226	58047	43460	Check	1	6807		PETERSON COMPANIES, INC.		Yes	No	No	06/06/2024	82,977.06
GEN1	P41226	58046	43461	Check	1	4284		ROCHON CORPORATION		Yes	No	No	06/06/2024	110,012.71
GEN1	P41226	58051	43462	Check	1	6941		TWIN CITY ACOUSTICS		Yes	No	No	06/06/2024	59,241.05
GEN1	P41226	58045	43463	Check	1	1157		UHL COMPANY		Yes	No	No	06/06/2024	16,224.57
GEN1	P41226	58062	43464	Check	1	7081		UNITED GLASS INC.		Yes	No	No	06/06/2024	51,480.50
GEN1	P41226	58099	43465	Check	1	6747		212 EQUIPMENT		Yes	No	No	06/13/2024	127.97
GEN1	P41226	58109	43466	Check	1	6975		AMTRUST NORTH AMERICA		Yes	No	No	06/13/2024	22,613.00
GEN1	P41226	58090	43467	Check	1	5123		ANDERSON, STEVEN		Yes	No	No	06/13/2024	240.00
GEN1	P41226	58092	43468	Check	1	5823		AURICH, JANINE		Yes	No	No	06/13/2024	449.13
GEN1	P41226	58095	43469	Check	1	6412		AVIBEN		Yes	No	No	06/13/2024	138.40
GEN1	P41226	58096	43470	Check	1	6461		BEHRENS, CHUCK		Yes	No	No	06/13/2024	130.00
GEN1	P41226	58108	43471	Check	1	6973		BIFFS, INC.		Yes	No	No	06/13/2024	732.00

Norwood-Young America School
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Pay/Void				Amount
										Print	Recon	Void	Date	
GEN1	P41226	58084	43472	Check	1	3620		BRAUN, REBECCA		Yes	No	No	06/13/2024	360.00
GEN1	P41226	58113	43473	Check	1	7150		CESO COMMUNICATIONS, LLC		Yes	No	No	06/13/2024	1,950.00
GEN1	P41226	58070	43474	Check	1	00096		CURSON, JODI		Yes	No	No	06/13/2024	60.07
GEN1	P41226	58089	43475	Check	1	4732		DAIKIN APPLIED		Yes	No	No	06/13/2024	844.72
GEN1	P41226	58114	43476	Check	1	7155		DANIELLE ALEXANDER DESIGN LLC		Yes	No	No	06/13/2024	412.50
GEN1	P41226	58080	43477	Check	1	2721		DASHIR MANAGEMENT SERVICES INC		Yes	No	No	06/13/2024	23,309.74
GEN1	P41226	58076	43478	Check	1	01503		EISCHENS, CHAD		Yes	No	No	06/13/2024	25.75
GEN1	P41226	58071	43479	Check	1	00112		ERPENBACH, RON		Yes	No	No	06/13/2024	360.00
GEN1	P41226	58104	43480	Check	1	6910		FASCHING, JANE	Ind/Sole Proprietor	Yes	No	No	06/13/2024	1,404.00
GEN1	P41226	58085	43481	Check	1	3621	1099A	FLATNESS, KEITH		Yes	No	No	06/13/2024	3,363.20
GEN1	P41226	58075	43482	Check	1	01239	P1	FOLLETT SCHOOL SOLUTIONS, INC.		Yes	No	No	06/13/2024	4,651.43
GEN1	P41226	58110	43483	Check	1	6998		FORSTER, SUE		Yes	No	No	06/13/2024	360.00
GEN1	P41226	58083	43484	Check	1	3535		FOUR POINT 0 SCHOOL SERVICES		Yes	No	No	06/13/2024	59,568.13
GEN1	P41226	58081	43485	Check	1	2947		FRANCK, NIKOLAS	Ind/Sole Proprietor	Yes	No	No	06/13/2024	165.00
GEN1	P41226	58088	43486	Check	1	4604		FRITZ, BRIAN	Ind/Sole Proprietor	Yes	No	No	06/13/2024	275.00
GEN1	P41226	58117	43487	Check	1	7236		GEORGAKOPOULOS, TESS		Yes	No	No	06/13/2024	60.00
GEN1	P41226	58098	43488	Check	1	6722		HEARTLAND BUSINESS SYSTEMS, LLC.		Yes	No	No	06/13/2024	1,694.83
GEN1	P41226	58079	43489	Check	1	2439		HENDRYCKS, PHIL		Yes	No	No	06/13/2024	360.00
GEN1	P41226	58072	43490	Check	1	00182		HOME SOLUTIONS UNLIMITED		Yes	No	No	06/13/2024	768.89
GEN1	P41226	58105	43491	Check	1	6927		KLEY, JOE		Yes	No	No	06/13/2024	107.20
GEN1	P41226	58100	43492	Check	1	6774		LARSON, RICHARD		Yes	No	No	06/13/2024	679.81
GEN1	P41226	58115	43493	Check	1	7200		LAUBACH, MELISSA		Yes	No	No	06/13/2024	360.00
GEN1	P41226	58106	43494	Check	1	6933		MAKERBOT		Yes	No	No	06/13/2024	2,186.98
GEN1	P41226	58097	43495	Check	1	6545		MARCO TECHNOLOGIES LLC	LLC - Partnership	Yes	No	No	06/13/2024	2,471.18
GEN1	P41226	58086	43496	Check	1	4316		MCDOWELL AGENCY, INC.		Yes	No	No	06/13/2024	105.60
GEN1	P41226	58116	43497	Check	1	7215		MCRAITH, JOHN	Ind/Sole Proprietor	Yes	No	No	06/13/2024	100.00
GEN1	P41226	58103	43498	Check	1	6865		MIDAMERICA ADMINISTRATIVE & RETIREI		Yes	No	No	06/13/2024	84.00
GEN1	P41226	58087	43499	Check	1	4329		MIDWEST SPECIAL INSTRUMENTS		Yes	No	No	06/13/2024	90.00
GEN1	P41226	58118	43500	Check	1	7237		MINKEL, MICHELLE		Yes	No	No	06/13/2024	15.60
GEN1	P41226	58082	43501	Check	1	3506		NEUBARTH, RICH		Yes	No	No	06/13/2024	59.97
GEN1	P41226	58091	43502	Check	1	5714		NORTHSIDE GRILL		Yes	No	No	06/13/2024	375.00
GEN1	P41226	58073	43503	Check	1	00223		REGION 5A - MSHSL		Yes	No	No	06/13/2024	290.00
GEN1	P41226	58093	43504	Check	1	5927		SCHOCHENMAIER, TIM		Yes	No	No	06/13/2024	360.00
GEN1	P41226	58112	43505	Check	1	7078		SCHURMANN, SARAH		Yes	No	No	06/13/2024	130.65
GEN1	P41226	58074	43506	Check	1	00374		SMITH OIL CO.		Yes	No	No	06/13/2024	263.44
GEN1	P41226	58119	43507	Check	1	7238		STIEVE, JEREMY		Yes	No	No	06/13/2024	6.50
GEN1	P41226	58078	43508	Check	1	2325		TAHER, INC. - BIN# 135092		Yes	No	No	06/13/2024	61,697.86
GEN1	P41226	58101	43509	Check	1	6778		THIRD PARTY INTEGRITY, INC.	S Corporation	Yes	No	No	06/13/2024	1,466.50
GEN1	P41226	58094	43510	Check	1	6252		T-MOBILE		Yes	No	No	06/13/2024	760.00
GEN1	P41226	58111	43511	Check	1	7008		TWENTY4SEVEN FIRE & SECURITY COR	S Corporation	Yes	No	No	06/13/2024	255.00
GEN1	P41226	58102	43512	Check	1	6788		USA INFLATABLES		Yes	No	No	06/13/2024	424.94
GEN1	P41226	58077	43513	Check	1	1870		WIGFIELD DESIGN		Yes	No	No	06/13/2024	1,511.00
GEN1	P41226	58107	43514	Check	1	6962		ZELLMANN, TERRY	Ind/Sole Proprietor	Yes	No	No	06/13/2024	330.00
GEN1	p41232	58134	43515	Check	1	6398		AUL HEALTH BENEFIT TRUST-MIDAMAER		Yes	No	No	06/20/2024	27,228.41
GEN1	p41232	58131	43516	Check	1	01140		MADISON NAT'L LIFE INS CO INC.		Yes	No	No	06/20/2024	1,303.53
GEN1	p41232	58132	43517	Check	1	06032		MINNESOTA SCHOOL EMP ASSOC		Yes	No	No	06/20/2024	285.79
GEN1	p41232	58133	43518	Check	1	3796		NATIONAL INSURANCE SERVICES OF WI		Yes	No	No	06/20/2024	399.55
GEN1	p41232	58130	43519	Check	1	00808		NCBERS Group Life Ins.		Yes	No	No	06/20/2024	32.00

Bank Total: \$2,087,455.21

Report Total: \$2,087,455.21

Finance Committee Report



June 24, 2024

Purpose

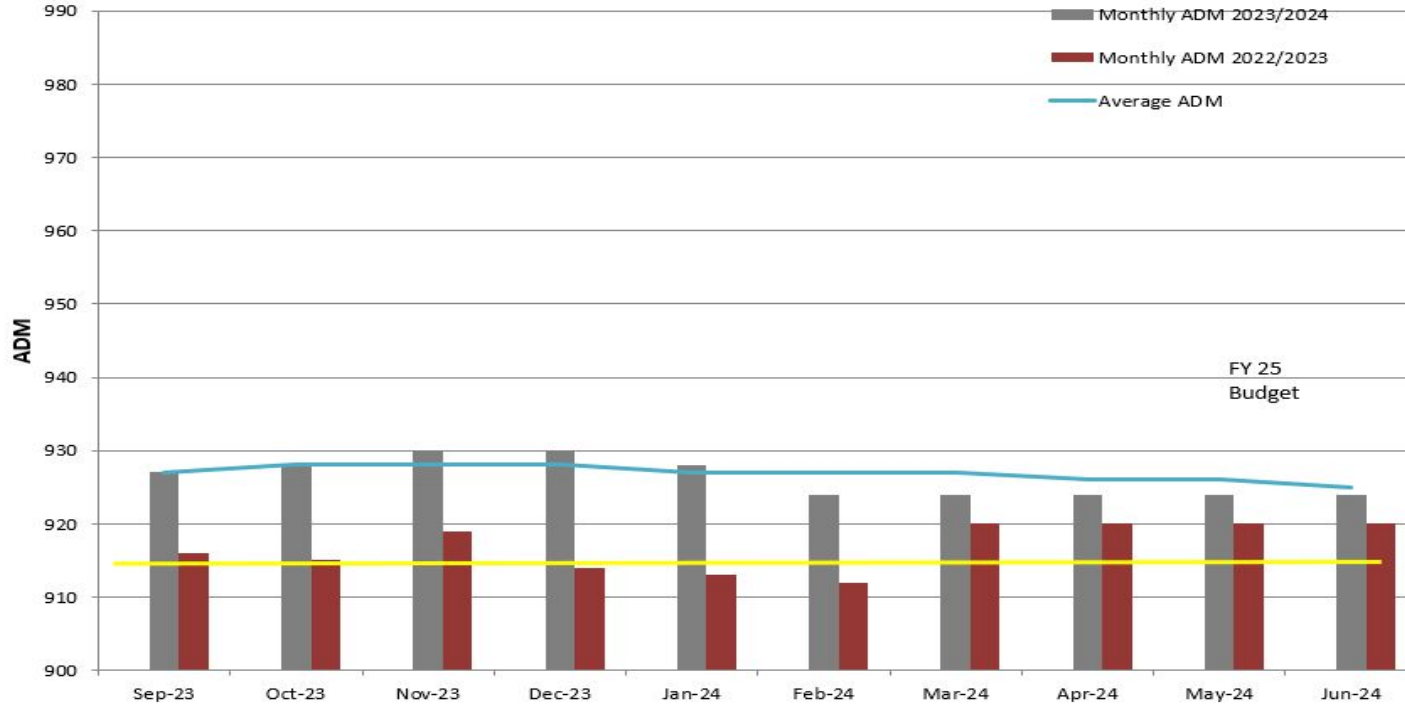


- Provide an overview of the previous months revenue, expense, and enrollment.
- Review significant changes

Enrollment by Month



23-24 Monthly, Average, and Budgeted Daily Membership



Monthly Revenue/Expense



May 2024 Data

Using FY24 Budget

YTD Revenues						
	23-24 Revenue Budget	23-24 Revenue to Date	% of Budget	22-23 Revenue Budget	22-23 Revenue to Date	% of Budget
General Fund	\$ 13,617,282	\$ 11,412,770	83.8%	\$ 12,426,742	\$ 9,550,266	76.9%
Food Services	\$ 670,550	\$ 593,923	88.6%	\$ 649,132	\$ 503,288	77.5%
Community Services	\$ 880,913	\$ 761,947	86.5%	\$ 991,834	\$ 843,438	85.0%
Debt Services	\$ 2,930,801	\$ 2,426,761	82.8%	\$ 2,253,133	\$ 1,561,890	69.3%
Scholarships	\$ 6,000	\$ 3,700	61.7%	\$ 4,000	\$ 3,713	92.8%
Student Activities	\$ 69,775	\$ 79,269	113.6%	\$ -	\$ 77,316	0.0%
Total Revenue	\$ 18,175,321	\$ 15,278,370	84.1%	\$ 16,324,841	\$ 12,539,912	76.8%
YTD Expenses						
	23-24 Expense Budget	23-24 Expenses to Date	% of Budget	21-22 Expense Budget	21-22 Expenses to Date	% of Budget
General Fund	\$ 14,211,210	\$ 10,700,729	75.3%	\$ 12,394,073	\$ 9,945,994	80.2%
Food Services	\$ 629,400	\$ 585,068	93.0%	\$ 555,628	\$ 477,164	85.9%
Community Services	\$ 1,106,479	\$ 887,008	80.2%	\$ 939,134	\$ 902,454	96.1%
Debt Services	\$ 2,538,762	\$ 2,533,387	99.8%	\$ 2,158,536	\$ 2,154,986	99.8%
Scholarships	\$ 6,000	\$ 5,850	97.5%	\$ 4,000	\$ 3,200	80.0%
Student Activities	\$ 80,165	\$ 94,748	118.2%	\$ -	\$ 91,091	0.0%
Total Expenses	\$ 18,491,851	\$ 14,806,790	80.1%	\$ 16,051,371	\$ 13,574,888	84.6%
Favorable/(Unfavorable)	\$ (316,530)	\$ 471,580	-148.98%	\$ 273,470	\$ (1,034,976)	-378.5%

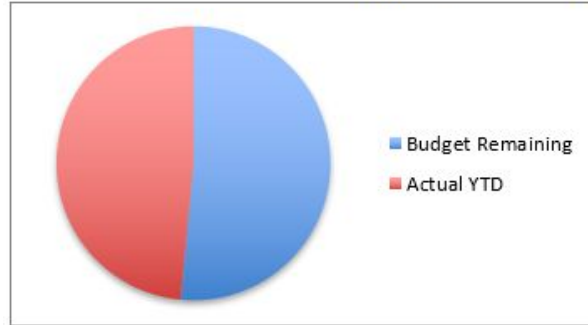
23-24 Fund Balance					
	Audited Fund Balance 7/1/23	23-24 Revenues to Date	23-24 Expenses to Date	Fund Balance 6/30/23	Favorable/(Unfavorable)
General Fund	\$ 2,125,114	\$ 11,412,770	\$ 10,700,729	\$ 2,837,155	\$ 712,041
Food Services	\$ 152,689	\$ 593,923	\$ 585,068	\$ 161,544	\$ 8,855
Community Services	\$ 172,917	\$ 761,947	\$ 887,008	\$ 47,856	\$ (125,061)
Debt Services	\$ 20,979	\$ 2,426,761	\$ 2,533,387	\$ (85,647)	\$ (106,626)
Scholarships	\$ 31,492	\$ 3,700	\$ 5,850	\$ 29,342	\$ (2,150)
Student Activities	\$ 81,865	\$ 79,269	\$ 94,748	\$ 66,386	\$ (15,479)
Total Fund Balance	\$ 2,585,056	\$ 15,278,370	\$ 14,806,790	\$ 3,056,636	\$ 471,580

ISD 108 Promise to Voters



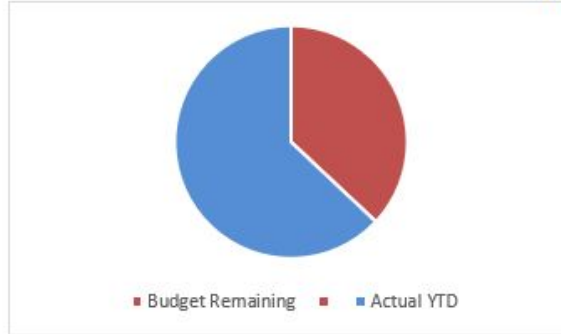
Q1 Curriculum

Budget Remaining 124,453
Actual YTD 117,158



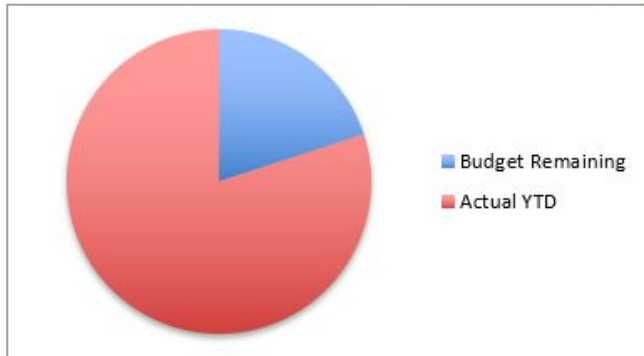
Q1 Staff Development

Budget Remaining 41,337
Actual YTD 70,402



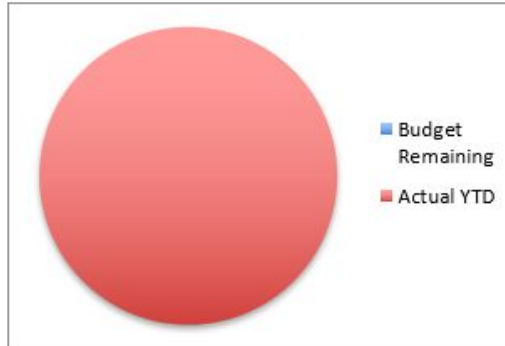
Q2 Tech Levy

Budget Remaining 121,812
Actual YTD 488,076



Q1 Maintain Class Size

Budget Remaining 0
Actual YTD 347,772



Central Public Schools Community Education Goals

Monday, June 24, 2024

We enrich lives through lifelong learning

Sue Forster - Community Education Director

CENTRAL
PUBLIC SCHOOLS

COMMUNITY ED.

Community Education Goals

Goal

By the end of the 2023/2024 school year, our early childhood education teaching team will establish and sustain professional learning communities with weekly meetings focused on the selection of essential standards and will embed the selected standards in curriculum and assessments.

Outcomes

- Essential standards, utilizing the Dufours questions, identified in math and the language/literacy domains. Selection of the social/emotional domain will be carried into next year.
- Essential standards were embedded into the scholastic curriculum map curriculum.
- Baseline data was collected on all students. Assessments driven by Haggerty and Scholastic curriculum.



Goal

By the end of the fiscal year 2023/2024, our Community Education program will increase the number of enrichment courses by 10% to provide a comprehensive continuum of opportunities for lifelong learning and connection within our community, ultimately enriching the lives of our residents.



Outcome

	Spring/Summer 23 Catalog	Spring/Summer 24 Catalog	Percentage Increase
Adults Classes	8	38	475%
Youth Classes	79	116	47%



Central Elementary School Goals

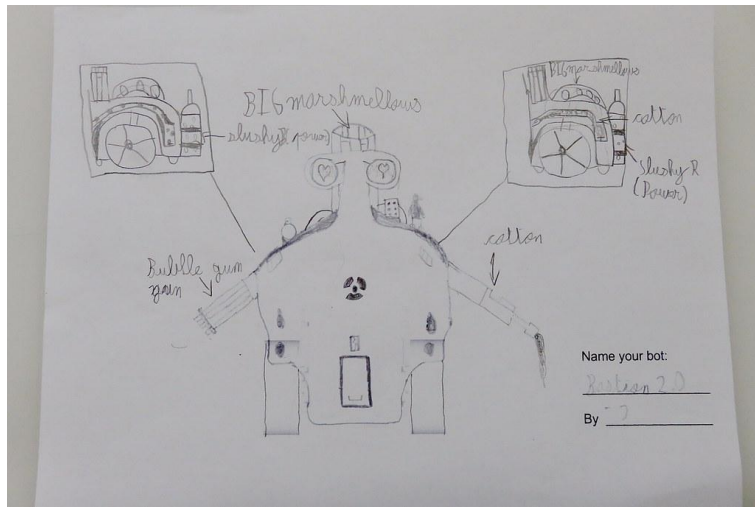
Monday, June 24, 2024

Ron Erpenbach



Goals:

1. K-5 implementation of Amplify CKLA with fidelity.
2. Development of the STEAM room.



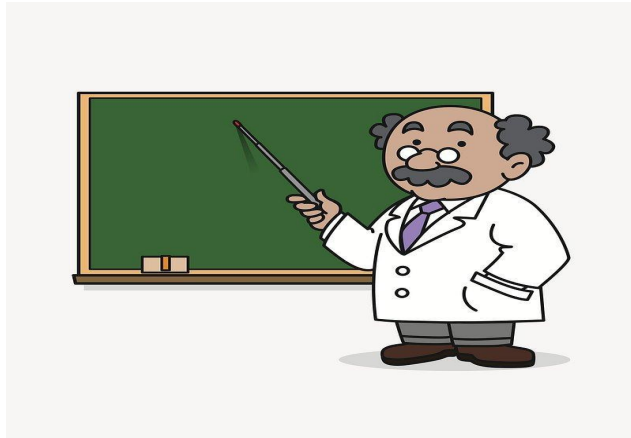
STEAM Room



Amplify

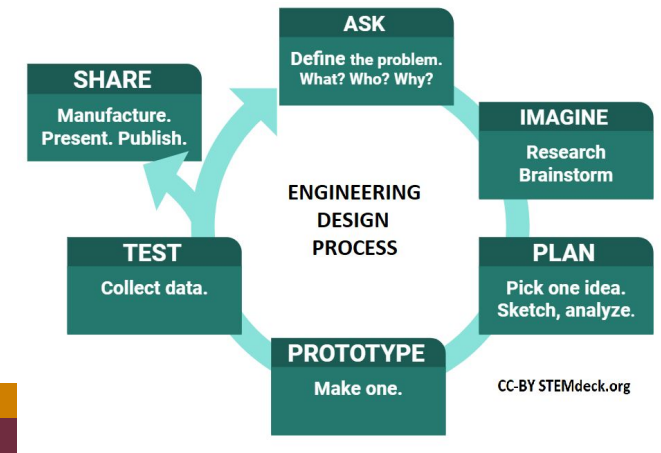
K-5 Amplify Implementation

- Built on the science of reading
- Research based materials and strategies essential to a comprehensive reading and writing program.
- Makes learning to read fun while laying the groundwork for lifelong literacy.
- Students in grades K-5 will receive a systematic program in ELA



K-5 STEAM Room

- Students will routinely engage in the four C's:
 - Communication: students will share their ideas with others.
 - Collaboration: students will work in groups to solve problems.
 - Critical thinking: students will need to think outside the box when making decisions and coming up with solutions.
 - Creativity: students will solve problems in unique ways.
- The Maker Space will be used as students practice the Engineering Design Process.
- Relevant technology prepares students for the real world.



PLC Year in Review 2023 – 2024

Head Q-Comp Leader: Wade Degler

Building Leaders: Adam Halpaus (HS), Laura Kroells (MS), Andrea Kolstad (Elem)

PLC Leaders HS/MS: Laura Hanson (Science), Colin Halbach (Social Studies), Wade Degler (Math), Jim Mesik (Music/Art/Technologies), Health/Phy Ed (Keegan Oak), Mary Wroge (Language Arts), Kirsten Thor (Support Services), Taylor Gort (Special Education)

PLC Leaders (Grade Level): Mary Wroge (6-8 MS), Laura Kroells (6-8 MS), Amber Kester (9th grade HS), Taylor Gort (10th grade HS), Jim Mesik (11-12 grade HS), Leah Hjelseth (Support Services)

PLC Leaders Elem: Lisa Stiele and Tracy Werner (B-3/Pre-k), Ann Hendel (Kindergarten), Angie Honkomp (1st grade), Tina Ackerman (2nd grade), Alissa Friend (3rd Grade), Kyle Evenski (4th Grade), Dave Rauch (5th grade), Julie Gesinger (Special Education)

PLC Building Leadership team: Wade Degler, Adam Halpaus (HS), Laura Kroells (MS), Andrea Kolstad (Elem), Ron Erpenbach (Elem), Rich Larson (HS/MS)

Elementary Building Goal: The percentage of all students in grades 2-5 at Central Elementary who are in the “low risk” or “advanced” category on the FastBridge aReading standardized assessment will increase from 56% in the fall of 2023 to 65% in the spring of 2024.

Results: Spring FastBridge Data for grades 2-5:

162/249= 65.9%	GOAL MET
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Middle School Building Goal: The percentage of students who measured Low Risk/Advanced in Reading on the FastBridge (aReading) test in the fall of 2023 will increase by 3% on the spring FastBridge test. CMS Baseline - Fall Fastbridge aReading: 74.3%

Results: Spring FastBridge Data for grades 6-8:

Grade 6	52/67= 77.6%	
Grade 7	51/66= 77.3%	
Grade 8	51/66= 77.3%	
	154/199= 77.4%	MET GOAL

High School Building Goal: The percentage of students who measured Low Risk/Advanced in Reading on the FastBridge (aReading) test in the fall of 2023 will increase by 3% on the spring FastBridge test. CHS Baseline - Fall Fastbridge aReading: 71.3%

Grade 9	65/83= 78.3%	
Grade 10	58/80= 72.5%	
Grade 11	59/81= 72.8%	
	182/244= 74.6%	MET GOAL

Q-Comp overview - Q-comp (Quality Compensation for teachers) was started at Central about 8 years ago. This state voluntary program provides extra funding to teachers to allow time for **weekly meetings, building goals, observations program, and SMART Goals.**

-I am happy to say that everyone has met their 90% or higher attendance goal and met their SMART Goal. This accounts for \$1,080 to each teacher participating.

-Central Teachers have also met their Elementary, Middle School, and High School goal for Q-Comp. This accounts for \$810 to each teacher participating.

- Every teacher also met their observation standard. This accounts for \$810 to each teacher participating. It also allows each teacher to gain a step and lane (if applicable) on the salary schedule

The total for each teacher to earn is \$2,700 in the Q-comp program.

Focus: This year much of the weekly meetings was focused on creating standards work with our curriculum leader Andrea Kolstad. Some meetings focused on student interventions and student need. Below is the weekly schedule of each week along with PLC groupings.

2023 – 2024 Weekly Schedule.

- **For Elementary – Groups met weekly with their same groups. HS/MS followed this schedule.**

PLC - 2023-2024 HS/MS Schedule (7:10 – 7:50)

8/30 Department Groups – Group Norms/Expectations, Sem/Year focus, SMART GOAL Planning (PLC goal is around Reading.

9/20 Department Groups - Reminder: SMART Goals Due to Building leaders ON Oct 4

9/27 Grade Level Groups -

10/4 Department Groups – Setup group observations for October 11

10/11 Department Groups – Swap your Prep with PLC's to observe another teacher in your Dept

10/18 Grade Level Groups –

10/25 Department Groups –

11/1 Department Groups –

11/8 Grade Level Groups-

11/15 Department Groups –

11/29 Department Groups –

12/6 Grade Level Groups –
 12/13 Department Groups –
 12/20 Scrooge Breakfast –

1/3 Department Groups –
 1/10 Grade Level Groups –
 1/17 Department Groups –
 1/24 Department Groups –
 1/31 Grade Level Groups-

2/7 Department Groups –
 2/14 Department Groups –
 2/21 Grade Level Groups -
 2/28 Department Groups –

3/6 Department Groups – Move to Grade level
 3/20 Grade Observation #2 – Swap your Prep with PLC's to observe another teacher in your Grade.
 3/27 Grade Level Groups –

4/3 Department Groups –
 4/10 Department Groups –
 4/17 Grade Level Groups –
 4/24 Department Groups –

5/1 Department Groups - Reminder to finish Smart goals by May 15.
 5/8 Grade Level Groups-
 5/15 Department Groups –
 5/22 Department Groups – PLC Annual Report and CEU Form

2023 – 2024 Groupings - Professional Learning Teams (PLT) -2023-2024

HS/MS Department Teams (Bold indicates PLC leader)

Science	Social	Math
Laura Hanson- Shawn Erickson Josie Semmen Chris Hunt Luke Fleck	Colin Halbach Sarah Hammers Amber Kester Alex Rome Laura Kroells	Wade Degler Chris Ludford Jodi Curson- Melissa Fuhrman Taylor Gustafson Ben Lagergren
Music /Art / Technologies	Health / Phy Ed	Language Arts
Laura Forst Adam Halpaus Ashley Williams Andrew Stumbo Kelly Street	Keegan Oak Darrin Fox Gary Kosek Jay Bolum	Mary Wroge Jeanne Ide Alyson Winn Callie Tescher Abigail Barlow

Jennifer Schramm		
Support Services Office/floating	6-12 Special Education	Career and Technical Education (CTE)
Kirsten Thor Philip Tousley-Adelman Joe Kley Karina Niemczyk (nurse)	Taylor Gort Jon Wroge Katie Kennedy Leah Hjelseth Jeff Bishop	Jim Mesik Paul Hallquist Sarah Schurmann

Grade Level Teams

6 th - 8 th Grade Group		
-Laura Kroells Mary Wroge -Shawn Erickson Jodi Curson -Colin Halbach Josie Semen -Keegan Oak Jeff Bishop -Lisa Fuhrman Abigail Barlow -Paul Hallquist		
9 th Grade Group	10 th Grade Group	11 th & 12 Grade Group
-Amber Kester -Jay Bollum -Callie Tescher -Katie Kennedy -Ashley Williams -Jennifer Schramm -Kelly Street -Luke Fleck -Joe Kley -Ben Lagergren	-Taylor Gort -Darrin Fox -Taylor Gustafson -Alyson Winn -Sarah Schurmann -Laura Hanson -Andrew Stumbo -Leah Hjelseth	-Jim Mesik -Sarah Hammers -Adam Halpaus -Chris Ludford -Jeanne Ide -Alex Rome -Kirsten Thor -Wade Degler -Chris Hunt -Jon Wroge

Professional Learning Teams (PLT)

Elementary PLT Teams (Bold indicates PLC leader)

b-3/ Pre K	Kindergarten	1st Grade
Lisa Stiele (co lead) Tracy Werner (co lead) Betsy Pysick Melissa Schaaf Tammy Poppler Katie Pugh Theresa Johnson Jenny Hoernamann Carol Lagergren- Parent Educator Kelly Sawyer -Speech	Ann Hendel Lisa Heckert Devon Ruberg Monica Shanahan -ELL Lindsay Hanish Heather Heuer	Angie Honkomp Rebecca Hoffman Sarah Thomason

2nd Grade	3rd Grade	4th Grade
Tina Ackerman Rachelle Jensen Tara Schroeder	Alissa Friend Abbey Schwob Jennifer Daus Julie Gesinger	Kyle Evenski Jacob Schrupp Grace Kosek
5th Grade	Special Education	Floating (elem or HS/ms)
Dave Rauch Gretchen Reineke Tony Kley	Julie Gesinger Lindsay Hanish Heather Heuer Karina Niemczyk	Nicole Kreuser -STEAM Kathy Dvorak -Title 1 (TBD) Allison Cruse - Speech Laura Forst (1x per month) Gary Kosek (1x per month) Philip Tousley-Adelman(1x per month)

Building Leaders: **HS:** Adam Halpaus **MS:** Laura Kroells **ELEM:** Andrea Kolstad

Observations rubrics that Central uses 2023-2024 -

Probationary Observations

<u>Central Public Schools Formal Observation</u> <u>Rubric: 2023 - 2024</u>			Scoring Rubric	
Licensed Staff:			Unsatisfactory	1
			Basic	2
			Proficient	3
			Exemplary	4
OBSERVATION #1	OBSERVATION #2	OBSERVATION #3	Domain Average	
Observation Date:	Observation Date:	Observation Date:	Domain 1	#DIV/0!
Observer:	Observer:	Observer:	Domain 2	#DIV/0!
Domain 1: Planning and Preparation	Domain 1: Planning and Preparation	Domain 1: Planning and Preparation	Domain 3	#DIV/0!
Knowledge of Content	Knowledge of Content	Knowledge of Content	Domain 4	#DIV/0!
Knowledge of Students	Knowledge of Students	Knowledge of Students		
Designing Coherent Instruction	Designing Coherent Instruction	Designing Coherent Instruction		
Selecting Instructional Goals	Selecting Instructional Goals	Selecting Instructional Goals		
Assessing Student Learning	Assessing Student Learning	Assessing Student Learning		
Domain 2: Classroom Environment	Domain 2: Classroom Environment	Domain 2: Classroom Environment	Employee has participated in at least 90% of district wide PLC meetings?	
Creating Respect and Rapport	Creating Respect and Rapport	Creating Respect and Rapport	Yes	
Establishing a Culture of Learning	Establishing a Culture of Learning	Establishing a Culture of Learning	No	
Managing Classroom Procedures	Managing Classroom Procedures	Managing Classroom Procedures		
Managing Student Behavior	Managing Student Behavior	Managing Student Behavior		
Organizing Students Within Space	Organizing Students Within Space	Organizing Students Within Space	Employee has completed and attained their individual classroom goal?	

Domain 3: Instruction	Domain 3: Instruction	Domain 3: Instruction	Yes		
Communicating Clearly/Accurately	Communicating Clearly/Accurately	Communicating Clearly/Accurately	No		
Using Discussion Techniques	Using Discussion Techniques	Using Discussion Techniques			
Engaging Students in Learning	Engaging Students in Learning	Engaging Students in Learning	Overall Proficiency		
Providing Feedback to Students	Providing Feedback to Students	Providing Feedback to Students		Y	N
Flexibility and Responsiveness	Flexibility and Responsiveness	Flexibility and Responsiveness	Domain 1		
			Domain 2		
Domain 4: Professional Responsibilities	Domain 4: Professional Responsibilities	Domain 4: Professional Responsibilities	Domain 3		
Reflecting on Teaching	Reflecting on Teaching	Reflecting on Teaching	Domain 4		
Maintaining Accurate Records	Maintaining Accurate Records	Maintaining Accurate Records			
Communicating with Parents	Communicating with Parents	Communicating with Parents	Staff member must maintain a domain average >2 on all 4 domains to be considered proficient and qualify for performance pay under Q Comp.		
Growing Professionally	Growing Professionally	Growing Professionally			
Contributing to the School District	Contributing to the School District	Contributing to the School District			

Student Engagement Observations:

Student engagement is intended to capture the degree to which all students in the class are focused and participating in the learning activity presented or facilitated by the teacher.

Active Engagement Components: Responding, Asking questions, Volunteering, Sharing ideas, Looking at the teacher, Active listening, Manipulating materials, Lack of off-task behavior

Low (1,2)	Medium (3,4,5)	High (6,7)
The majority of students appear distracted or disengaged	Students are passively engaged, listening to, or watching the teacher; or there is a mix of student engagement with the majority of students actively engaged part of the time and disengaged the rest of the time; or there is a mix of student engagement with some of the students actively engaged and some disengaged.	Most of the students are actively engaged in classroom discussions and activities.

LOW Student Engagement (1,2)

The majority of students appear distracted or disengaged. In classes with low Student Engagement, few, if any, students appear to be participating in class activities. There is a low level of response when the teacher asks questions or solicits their involvement in activities. In addition, there may be no or few students asking questions, volunteering information, sharing ideas, or manipulating materials. Many students appear to be either distracted or involved in off-

task behaviors, such as wandering around or talking with peers about something other than the teacher's planned task/lesson. Students may be writing and passing notes to peers, using their cell phones, *or* doing work for another class. If the teacher is presenting a lesson, students are not paying attention to what he is saying or are not participating in the activity. Students who are supposed to be working independently or in groups are not engaged in the work they are intended to do. Low engagement levels are sustained over activities and lessons. Many students appear distracted or disengaged for extended periods throughout the lesson. The students do not appear interested in or involved in the activities that the teacher has planned or facilitated and/or group work and independent tasks.

MID Student Engagement (3,4,5)

Students are passively engaged, listening to, or watching the teacher, or; there is a mix of student engagement with the majority of students actively engaged for part of the time and disengaged for rest of the time, or; there is a mix of student engagement with some of the students actively engaged and some disengaged. At the mid range of Student Engagement, students appear to be listening but are not taking an active role by responding to questions or by asking their own questions. Students may periodically give responses to the teacher's questions and may periodically volunteer information, share ideas, *or* manipulate materials, but generally they are in a receptive rather than an active mode. Overall, most students appear to be on-task and to be doing what they are told, but they do not really appear interested in the task. Some students are engaged but others *are* engaged for only parts of the activity or lesson. Overall, there is a mix of the frequency of student engagement in the given time period. There may be times of more or less engagement among students, and some students may appear actively engaged at times while others may appear disengaged or passively engaged at times.

HIGH Student Engagement (6,7)

Most students are actively engaged in classroom discussions and activities. In classrooms at the high end of Student Engagement, students are full participants in the learning process and take full advantage of the opportunities that the teacher has provided for them. They are responding to questions, asking their own questions, volunteering information, sharing ideas, or manipulating materials. Overall, students appear to be on-task and focused on their class-related goals. High engagement is sustained throughout different activities and lessons. Most of the students demonstrate sustained engagement during the class period. There may be a short period of time when engagement is just passive, rather than active, but during the majority of the time, the students in this class appear interested in and involved in the activities that the teacher has planned or facilitated and/or in group work and independent tasks.

Thank you for your time. My contact is wdegler@isd108.org

Parent Survey Results

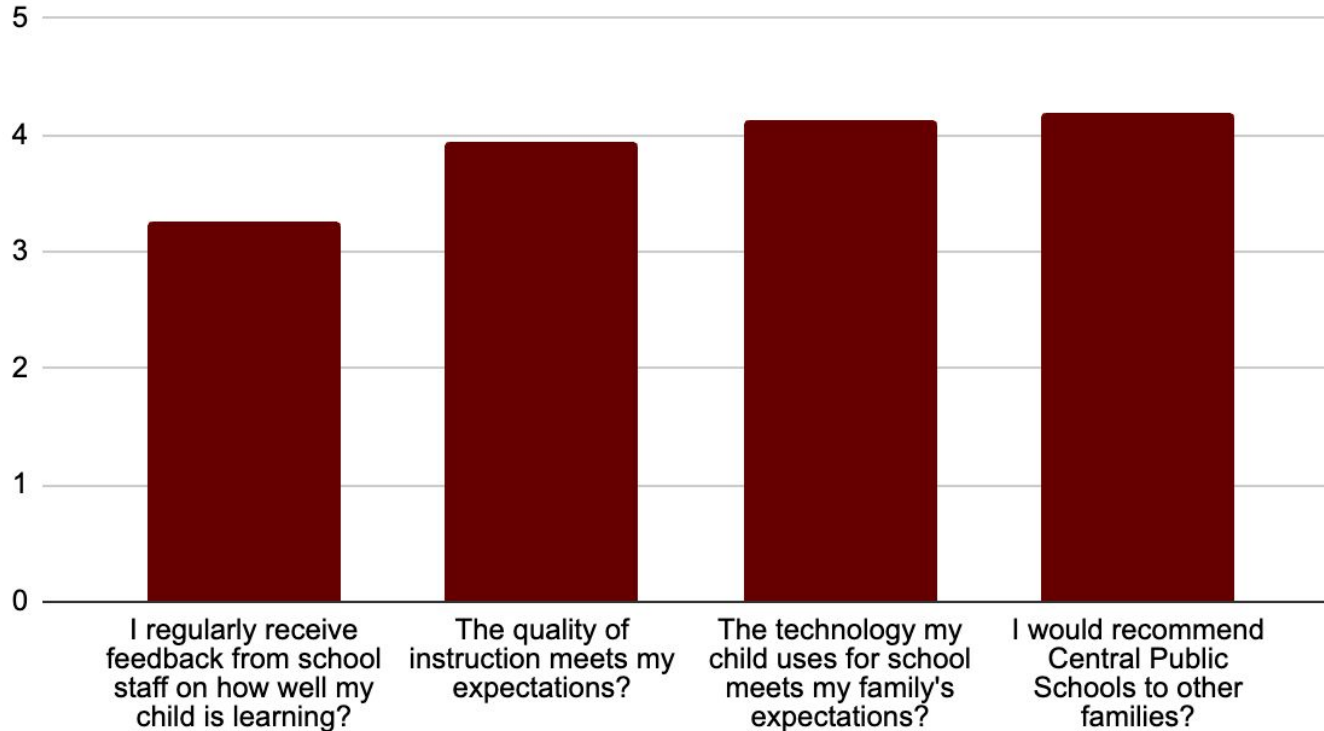


June 2024

Overall Data



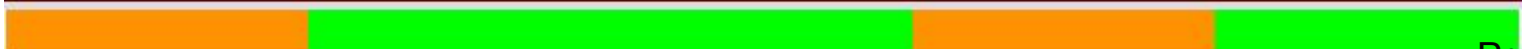
Central Public Schools (all)



2021-22 Results



I regularly receive feedback from school staff on how well my child is learning?	I am satisfied with the facilities at Central Public Schools?	The quality of instruction meets my expectations?	The technology my child uses for school meets my family's expectations?	I would recommend Central Public Schools to other families?
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Pre-K

I regularly receive feedback from school staff on how well my child is learning?	I am satisfied with the facilities at Central Public Schools?	The quality of instruction meets my expectations?	The technology my child uses for school meets my family's expectations?	I would recommend Central Public Schools to other families?
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CES

I regularly receive feedback from school staff on how well my child is learning?	I am satisfied with the facilities at Central Public Schools?	The quality of instruction meets my expectations?	The technology my child uses for school meets my family's expectations?	I would recommend Central Public Schools to other families?
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CMS

I regularly receive feedback from school staff on how well my child is learning?	I am satisfied with the facilities at Central Public Schools?	The quality of instruction meets my family's expectations?	The technology my child uses for school meets my family's expectations?	I would recommend Central Public Schools to other families?
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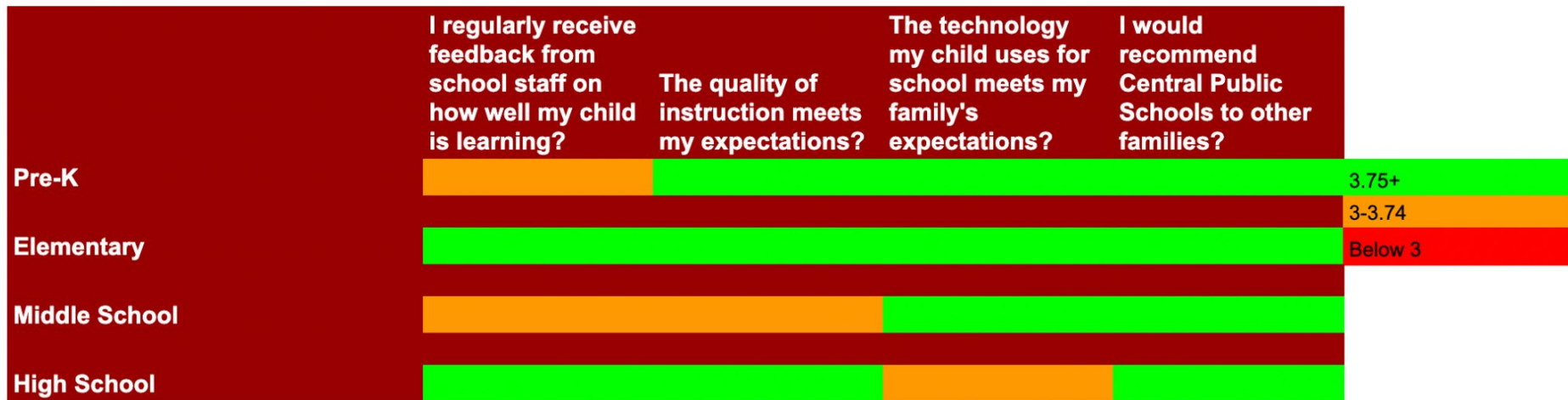
CHS

3.75+

3.0-3.74

3.0 and lower

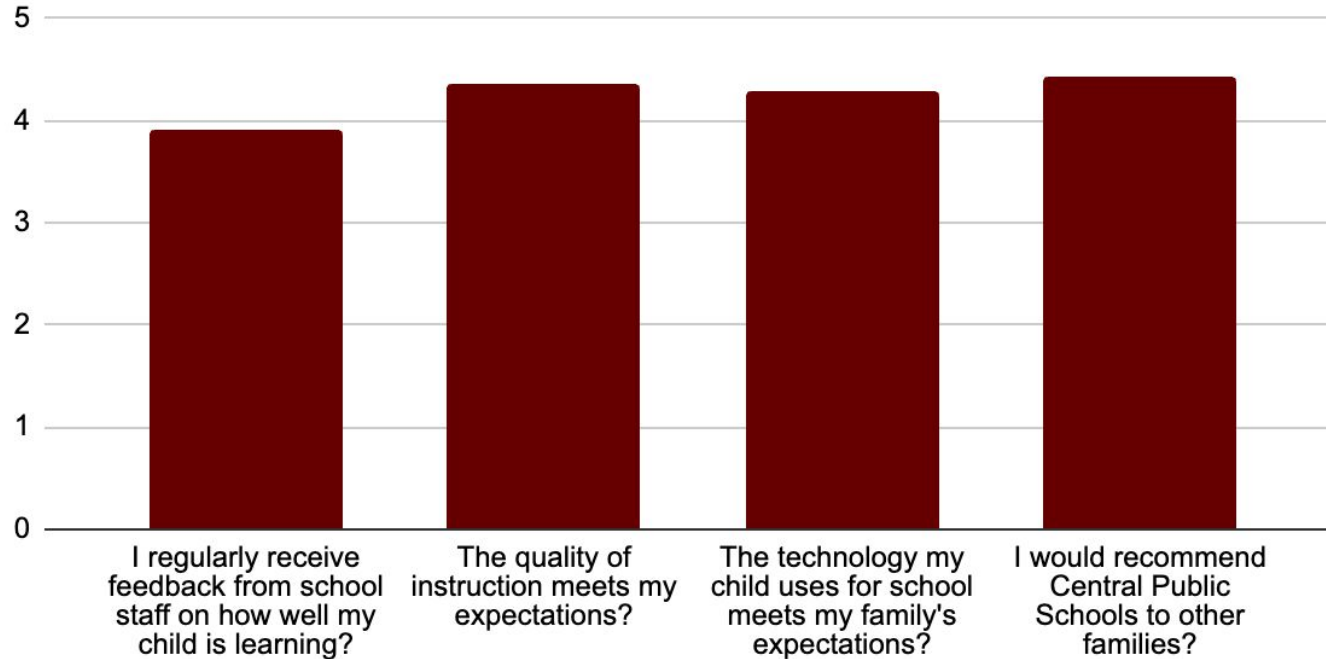
2022-23 Results



Elementary and Pre-K - 2023-24



Elementary

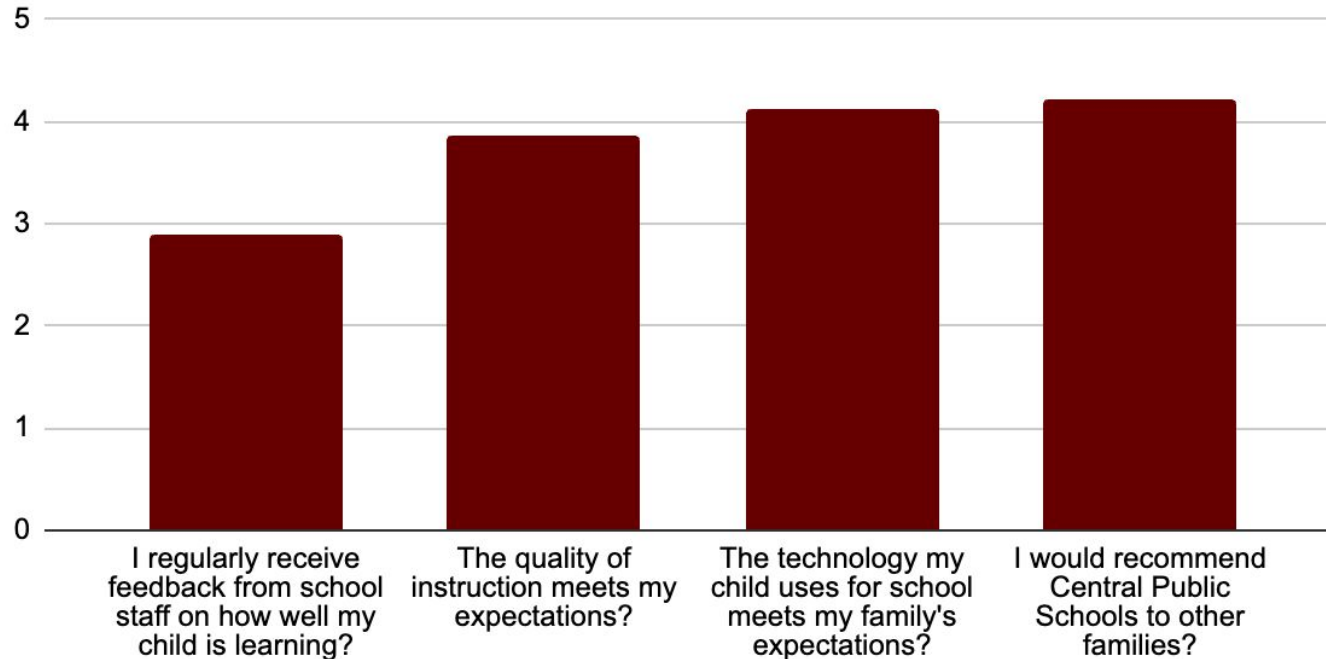


Elementary

Middle School 2023-24



Middle School

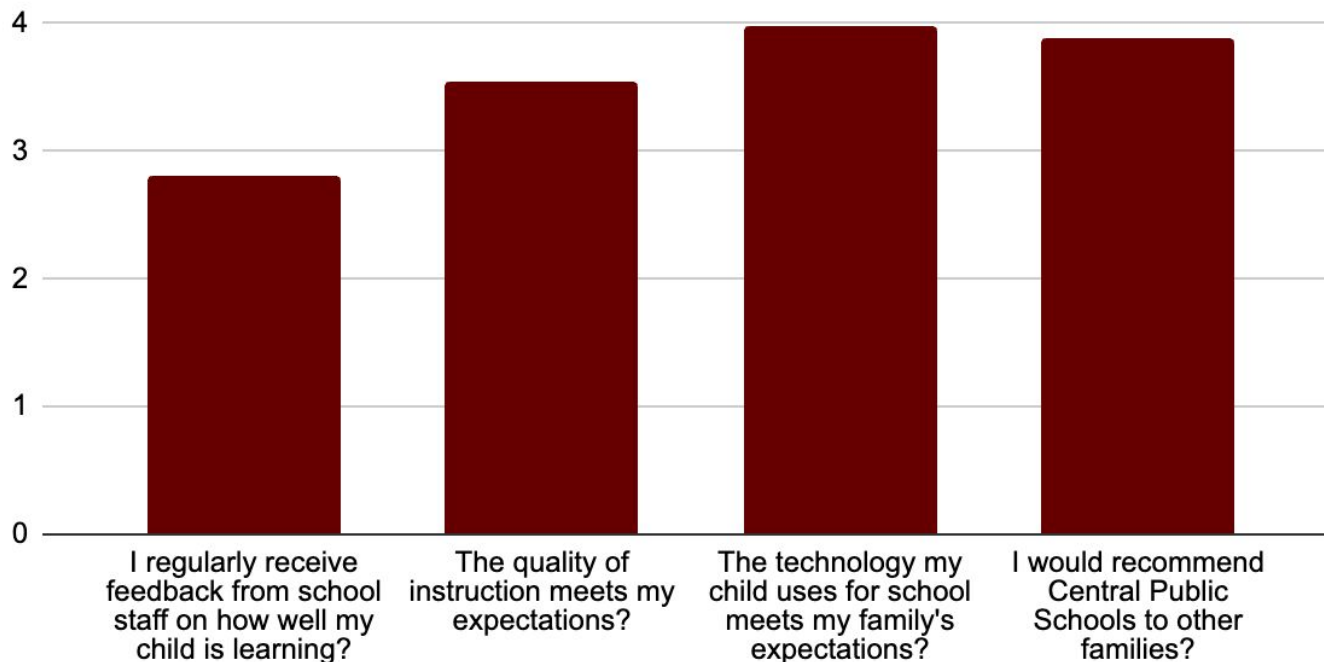


MS

High School - 2023-24



High School

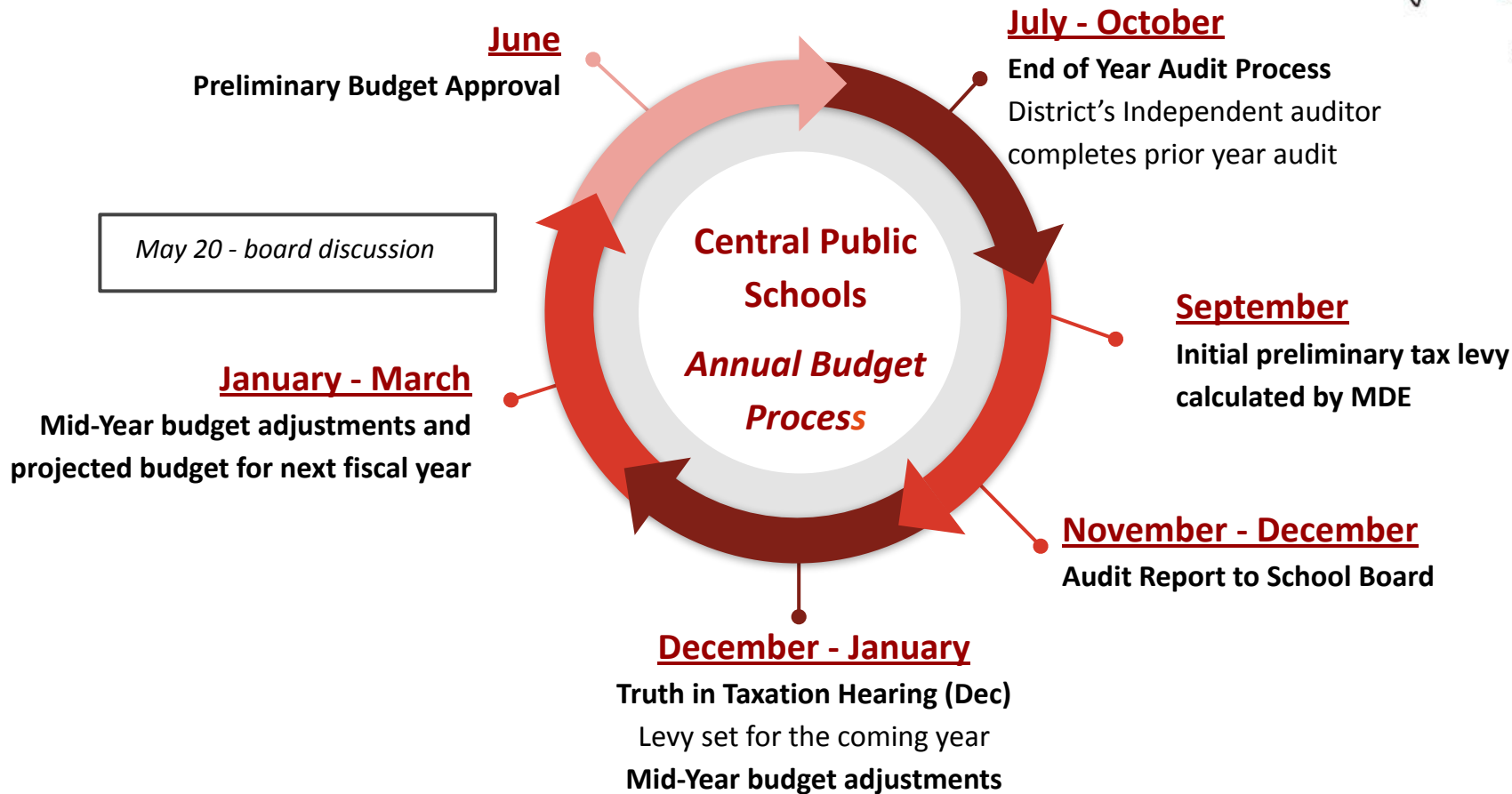


HS

FY25 Preliminary Budget



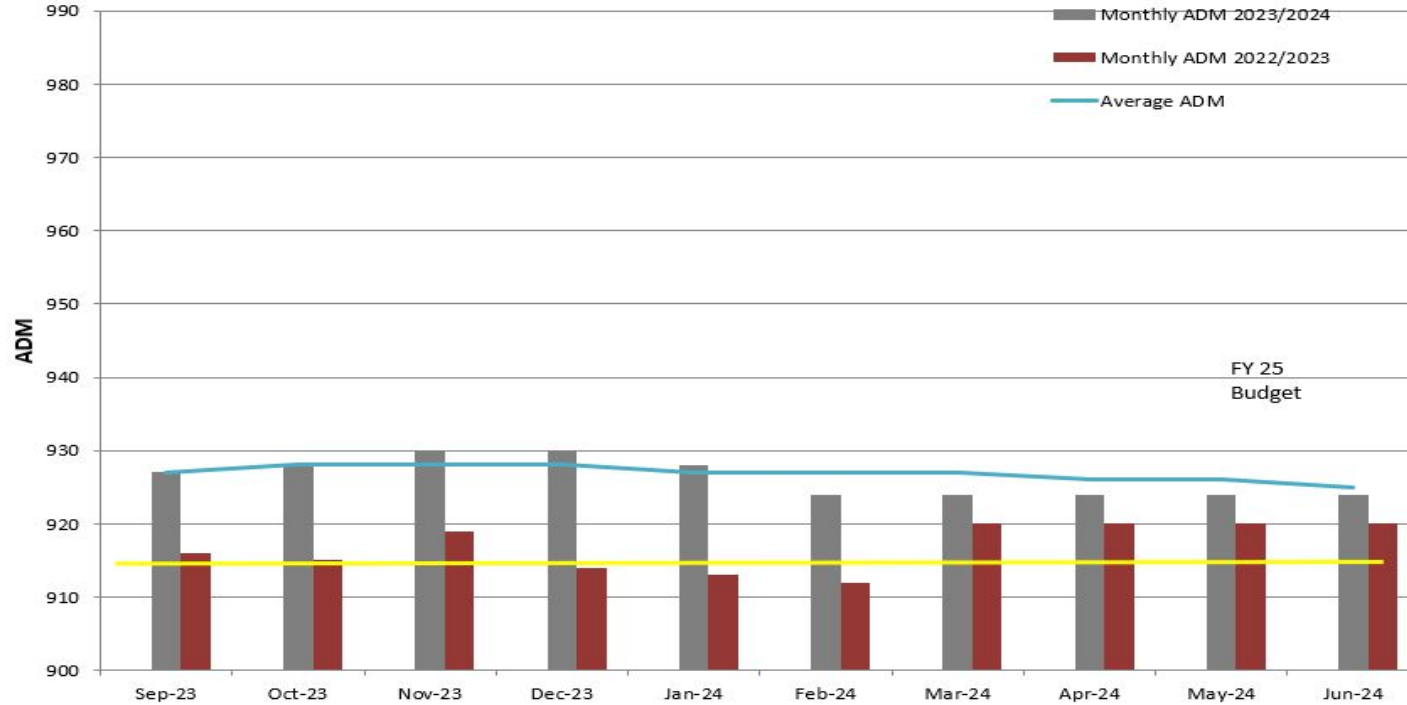
May 20, 2024



Enrollment by Month



23-24 Monthly, Average, and Budgeted Daily Membership



FY25 General Fund Comparison



General Fund	FY25 Preliminary	FY24 Revised	Difference
Levy	2,879,610	2,860,415	19,195
Misc Local Revenue	221,096	245,044	(23,948)
State Aid	9,937,050	9,885,248	51,802
Federal Aid	366,000	626,575	(260,575)
TOTALS	13,403,756	13,617,282	(213,526)

General Fund	FY25 Preliminary	FY24 Revised	Difference
Salaries and Wages	6,900,647	6,779,095	121,552
Employee Benefits	1,911,155	2,042,088	(130,933)
Purchased Services	3,171,165	2,922,137	249,028
Supplies & Materials	837,270	969,277	(132,007)
Capital Expenditures	218,820	1,391,795	(1,172,975)
Other Expenses	31,360	129,960	(98,600)
Other Financing Uses	223,689	76,858	146,831
TOTALS	13,294,106	14,311,210	(1,017,104)

Difference	109,650	(693,928)	
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FY25 General Fund Balance

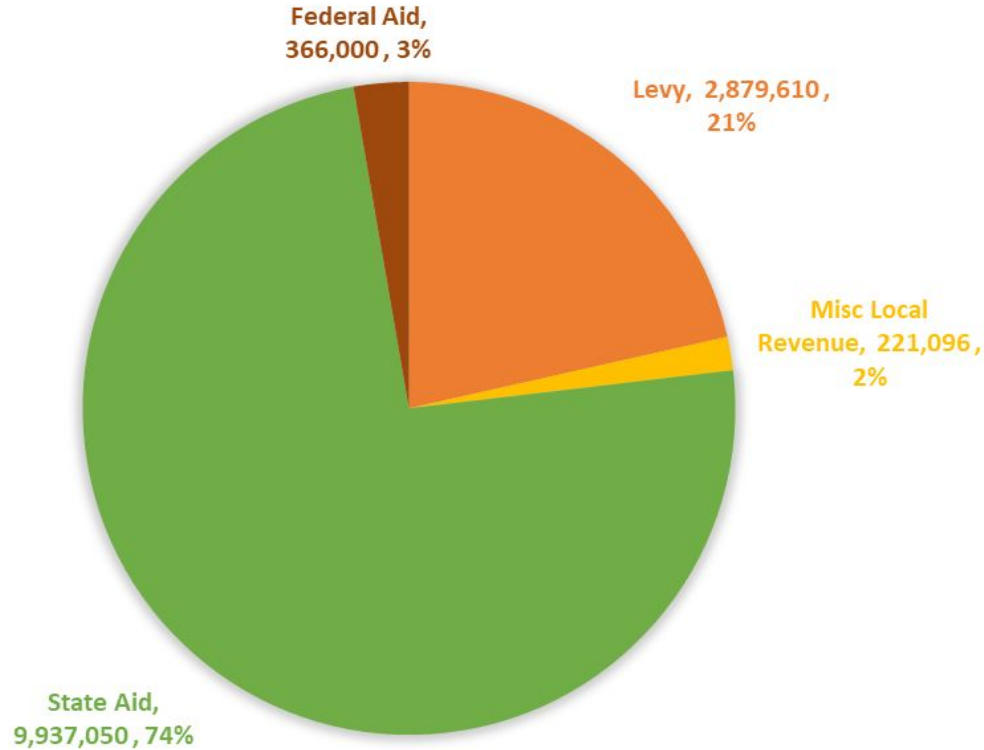


GENERAL FUND - 01	6/30/24 ESTIMATED BALANCE	FY25 ESTIMATED REVENUES	TRANSFERS INTO FUNDS	FY25 ESTIMATED EXPENDITURES	TRANSFERS OUT OF FUNDS	FY25 ESTIMATED BALANCE
Unassigned	\$ 1,015,511	\$ 11,956,770		\$ 11,814,416	\$ 56,923	\$ 1,100,942
Assigned	\$ 382,345					\$ 382,345
Qcomp	\$ -	\$ 236,948	\$ 56,923	\$ 293,871		\$ -
Total Assigned and Unassigned	\$ 1,397,856	\$ 12,193,718	\$ 56,923	\$ 12,108,287	\$ 56,923	\$ 1,483,287
RESTRICTED FUNDS						
Nonspendable	\$ 14,007	\$ -		\$ -		\$ 14,007
Student Activities	\$ 71,475	\$ 66,150		\$ 71,948		\$ 65,677
Scholarships	\$ 31,492	\$ 6,000		\$ 6,000		\$ 31,492
Staff Development	\$ 439	\$ 147,164		\$ 147,603		\$ -
Capital Projects Levy	\$ 50,458	\$ 529,287		\$ 529,408		\$ 50,337
Operating Capital	\$ 225	\$ 237,589		\$ 226,660		\$ 11,154
Gifted and Talented	\$ -	\$ 13,138		\$ 13,138		\$ -
LTFM	\$ 27,693	\$ 134,998		\$ 138,500		\$ 24,191
Safe Schools	\$ -	\$ 45,712		\$ 45,712		\$ -
Medical Assistance/3rd Party Billing	\$ 1,825	\$ 30,000		\$ 6,850		\$ 24,975
Total Restricted	\$ 197,614	\$ 1,210,038	\$ -	\$ 1,185,819	\$ -	\$ 221,833
Total All Revenues	\$ 1,595,470	\$ 13,403,756	\$ 56,923	\$ 13,294,106	\$ 56,923	\$ 1,705,120

FY25 Preliminary Budget Revenue Source



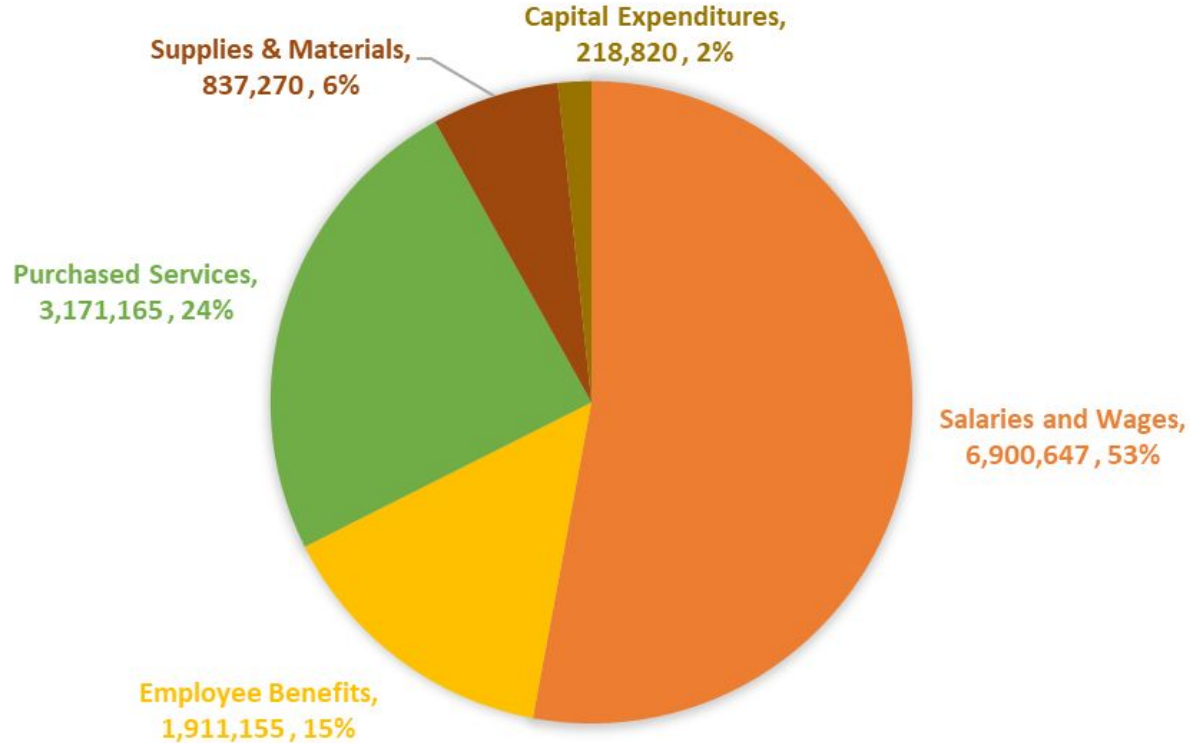
GENERAL FUND REVENUE BY SOURCE



FY25 Preliminary Budget Expense



GENERAL FUND EXPENSES BY OBJECT



FY25 CE Preliminary Budget Overview



Community Ed	FY25 Preliminary	FY24 Revised	Difference
Levy	168,221	125,391	42,830
Misc Local Revenue	596,562	592,620	3,942
State Aid	165,934	162,902	3,032
Federal Aid		-	-
TOTALS	930,717	880,913	49,804

Community Ed	FY25 Preliminary	FY24 Revised	Difference
Salaries and Wages	568,089	704,405	(136,316)
Employee Benefits	140,410	156,817	(16,407)
Purchased Services	179,220	187,787	(8,567)
Supplies & Materials	35,700	48,690	(12,990)
Capital Expenditures		8,780	(8,780)
Other Expenses	100	-	100
TOTALS	923,519	1,106,479	(182,960)

Difference	7,198	(225,566)
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FY25 Preliminary Budget Overview



REVENUES							
	General Fund	Food Service	Community Service	Construction	Debt Service	Trust	Student Activities
Levy	2,879,610		168,221		2,623,423		
Misc Local Revenue	221,096	96,000	596,562	5,000	223,689	6,000	66,150
State Aid	9,937,050	384,200	165,934		450,058		
Federal Aid	366,000	195,000					
TOTALS	13,403,756	675,200	930,717	5,000	3,297,170	6,000	66,150

EXPENDITURES							
	General Fund	Food Service	Community Service	Construction	Debt Service	Trust	Student Activities
Salaries and Wages	6,900,647	2,700	568,089				
Employee Benefits	1,911,155	6,100	140,410				
Purchased Services	3,171,165	331,000	179,220				27,150
Supplies & Materials	837,270	254,600	35,700				43,613
Capital Expenditures	218,820	20,000		6,000,000			
Other Expenses	31,360		100		3,187,213	6,000	1,185
Other Financing Uses	223,689						
TOTALS	13,294,106	614,400	923,519	6,000,000	3,187,213	6,000	71,948
 Budget Balance	 109,650	 60,800	 7,198	 (5,995,000)	 109,957	 -	 (5,798)



Questions?

ARTICLE I

PURPOSE

Section 1. Parties: THIS AGREEMENT is entered into between Independent School District 108, Norwood Young America, Minnesota, hereinafter, referred to as the school district, and Rebeca Braun, hereinafter, referred to as the Director of Student Services, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971, as amended, hereinafter referred to as the P.E.L.R.A., to provide the terms and conditions of employment for legally qualified and certified Director of Student Services who agree to perform the duties of an Administrator overseeing all special education staff, coordinating 504 plans, supervising English Language Learner programming (EL), and supervising nursing services in the schools served in the District during the duration of this Agreement commencing July 1, 2024 through June 30, 2026. This contract is subject to the provisions of M.S. 125.12 and to all laws, rules, and regulations of the State of Minnesota relevant to qualifications, certification, employment, termination, and discharge. This contract will remain in full force and effect except if modified by mutual consent of the school board and the exclusive representative.

ARTICLE II

SCHOOL DISTRICT RIGHTS

Section 1. Inherent Managerial Policy. The Director of Student Services recognizes that the School District is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the School District, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel.

Section 2. Reservation of Managerial Rights: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in this agreement are reserved to the school district.

Section 3. Effect of Laws, Rules and Regulations. The Director of Student Services recognizes that all persons covered by this Agreement shall perform the services prescribed by the School Board and shall be subject to School Board rules, regulations, directives and orders issued by properly designated officials of the School District. The Director of Student Services also recognizes the right, obligation and duty of the School Board and its duly designated officials to promulgate rules, regulations, directives, and orders from time to time as deemed necessary by the School Board insofar as such rules, regulations, directives and orders are not inconsistent with the terms of this Agreement.

ARTICLE III

DUTY YEAR AND LEAVES

Section 1. Basic Work Year: The Director of Student Services's duty year shall be for the entire year as provided herein and the Director of Student Services shall perform services on those legal holidays on which the school district is authorized to conduct school if the school board so determines. The Director of Student Services shall be on duty during any emergency, natural or unnatural, unless he is otherwise excused in accordance with the school board administrative policy.

Section 2. Vacation. The Director of Student Services shall earn 25 working days of annual vacation each contract year. Vacation earned in a contract year must be used during the contract year in which it is earned, except up to ten (10) days may be carried forward to the next contract year but must be taken within six months following the contract year in which it is earned (December 31).

Section 3. Holidays: The Director of Student Services shall be entitled to 12 paid holidays each contract year as designated by the School Board. Namely: July 4th, Labor Day, Memorial Day, Thanksgiving Day, Friday following Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, Juneteenth, and two floating holidays. The School Board, however, reserves the right, if school is in session, to cancel any of the holidays and establish another holiday in lieu thereof with the understanding, however, that the Director of Student Services under this provision will be guaranteed twelve (12) paid holidays per year. Any legal holiday or holidays, which fall within any employees' vacation period, shall not be counted as a vacation.

Section 4. Sick Leave: The Director of Student Services shall earn sick leave at the rate of 15 days(s) annually, which may be accumulated to a maximum of 90 days.

Section 5. Emergency Leave. The Director of Student Services may be granted emergency leave during the contract year at the discretion of the Superintendent and/or School Board.

Section 6. Medical Leave: If the Director of Student Services is unable to perform their duties because of illness or disability and has exhausted all sick leave credit available or has become eligible for long term disability compensation shall upon request be granted a medical leave of absence or extension thereof pursuant to this section shall be accompanied by a written doctor's statement outlining the condition of health and estimated time at which the Director of Student Services is expected to be able to assume their normal responsibilities. The Director of Student Services, when on medical leave of absence, is eligible to continue to participate in group insurance programs as permitted under the insurance policy provisions, but shall pay the entire premium for such programs as he wishes to retain commencing with the beginning of the leave.

Section 7. Bereavement Leave:

Subd. 1. There may be an allowance of four (4) days annually for absence because of death of relatives and friends. Prior approval must be obtained from the appropriate administrator before leave is granted.

Subd. 2 Leaves granted under this section shall be deducted from sick leave.

ARTICLE IV

INSURANCE

Section 1. Health and Hospitalization: The School District shall provide a fully funded VEBA/HSA insurance plan. Annual participant fee will not be covered by the district.

Section 2. Long Term Disability Insurance: Each Director of Student Services shall pay monthly premiums for a School District long term disability insurance plan for the Director of Student Services providing a benefit of 66 2/3% of the Director of Student Services's regular monthly compensation, with a waiting period of not more than ninety (90) calendar days after the date of disability, with such benefits to continue until the principal reaches the age of sixty-five (65) and as long as the principal remains disabled.

Section 3. Liability Insurance: The School District shall provide an errors and omissions liability insurance policy in the amount of the present policy.

Section 4. Term Life Insurance: The School District shall pay the premium for term life insurance in an amount equal to their salary to the nearest thousand, provided the Director of Student Services is insurable and eligible to be insured under a group insurance plan to be provided for the school district. If life insurance is available the effective date shall be the first of the month following approval by the insurable carrier.

Section 5. Dental Insurance: The District shall pay the full premium toward the individual plan for the Director of Student Services in the school sponsored dental insurance plan.

Section 6. Claims Against the School District: The parties agree that any description of insurance benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this section. It is understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claims shall be made against the School District as a result of a denial of insurance benefits by insurance carriers.

ARTICLE V

GRIEVANCE PROCEDURE

Section 1. Grievance Definition: A “grievance” shall mean an allegation by a Director of Student Services resulting in a dispute or disagreement between the Director of Student Services and the school district as to the interpretation or application of terms and conditions contained in this Agreement.

Section 2. Representative: Director of Student Services or school board may be represented during any step of the procedure by any person or agent designated by such party to act in his/her behalf.

Section 3. Definition and Interpretation:

Subd. 1. Extension. Time limits specified in this Agreement may be extended by mutual agreement.

Subd. 2. Days. Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined, as all weekdays not designated as holidays by state law.

Subd. 3. Computation of Time. In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.

Subd. 4. Filing and Postmark. The filing or services of any notice or document herein shall be timely if it is personally served and the copies countersigned by each party and dated or if it bears a certified postmark of the United States Postal Service within the time period.

Section 4. Time Limitation and Waiver: Grievances shall not be valid for consideration unless the grievance is submitted in writing to the school district’s designee, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within twenty (20) days after the date of the first event giving rise to the grievance occurred. Failure to file any grievance within such period shall constitute a waiver of the grievance. Failure to appeal a grievance from one level to another within the time limits thereafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the principal and the school district’s designee.

Section 5. Adjustment of Grievance: The school district and the Director of Student Services shall attempt to adjust all grievances which may arise during the course of employment of any Director of Student Services within the school district in the following manner:

Sub. 1. Level I: If the grievance is not resolved through informal discussions, the Superintendent or designee shall give a written decision on the grievance to the parties involved with ten (10) days after receipt of the written grievance.

Sub. 2. Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the School Board, provided such appeal is made in writing within five (5) days after receipt of the decision in Level I. If a grievance is properly appealed to the School Board, the School Board may elect to review the matter and render a written decision within twenty (20) days after receipt of the written appeal. However, at the option of the School Board, the School Board may determine to set a hearing on the grievance within twenty (20) days after receipt of the written appeal, and in such case within twenty (20) days after the hearing, the School Board shall issue its decision in writing to the parties involved. At the option of the School Board, a committee or representative(s) of the School Board may be designated by the School Board to process the appeal at this level and report the findings and recommendations to the School Board. The School Board shall then render its decision.

Section 6. Denial of Grievance. Failure by the School Board or its representative(s) to issue a decision within the time period provided in this article shall constitute a denial of the grievance, and the Director of Student Services may appeal it to the next level.

Section 7. Arbitration Procedures. In the event that the Director of Student Services and the School Board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined in this article.

Sub. 1. Request. A request to submit a grievance to arbitration must be in writing signed by the aggrieved party and such request must be filed in the office of the Superintendent within ten (10) days following the decision in Level II of the grievance procedure.

Sub. 2. Prior Procedure Required. No grievance shall be considered by the arbitrator which has not first been duly processed in accordance with the grievance procedure and appeal provisions.

Sub. 3. Selection of Arbitrator. Upon the proper submission of a grievance under the terms of this procedure, the parties may, within ten (10) days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the Commissioner of the Bureau of Mediation Services to submit a panel of seven (7) arbitrators to the parties, pursuant to P.E.L.R.A., provided such request is made within twenty (20) days after request for arbitration. The request shall ask that the panel be submitted within ten (10) days after the receipt of said request. Within ten (10) days after receipt of the panel, the parties shall alternately strike names, and the remaining name shall be the arbitrator to hear the grievance. The order of striking will be determined by lot. Failure to agree upon an arbitrator or the failure to request an arbitrator from the Commissioner within the time period as provided in this article shall constitute a waiver of the grievance.

Sub. 4. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit

evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing denovo (anew: starting again).

Sub. 5. Decision: The decision by the arbitrator shall be rendered within thirty days after the close of the hearing. Decisions by the arbitrator in cases properly before him/her shall be final and binding upon the parties, subject, however, to the limitation of arbitration decisions as provided by in the P.E.L.R.A.

Sub. 6. Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share, equally, fees and expenses of the arbitrator, the cost of the transcript or recording if requested by both parties, and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration. However, if one party orders a copy of such transcript that party shall pay for such copy.

Sub. 7. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written Agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein; nor shall the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include but not be limited to such areas of discretion or policy as the functions and programs of the District, its overall budget, use of technology, the organizational structure, and selection and direction and number of personnel. In consideration of any issue in dispute, the decision of the arbitrator shall give due consideration to the statutory right and obligation of the Public School District to efficiently manage and conduct its operation within legal limitations surrounding the financing of such operations.

Sub. 8. Notwithstanding the expiration of Agreement, any claim or grievance arising thereunder may be processed through the grievance procedure until resolution.

ARTICLE VI

OTHER BENEFITS

Section 1. Tax Sheltered Annuities: The Special Education Director/School District Assessment Coordinator shall be eligible to participate in a tax sheltered annuity plan through payroll deduction established pursuant to Section 403(b) of the Internal Revenue Code of 1986, Minnesota Statutes, Section 123B.02, Subd. 15, and School District policy, and as otherwise

provided by law. The school district shall contribute up to \$3000 in matching funds each year into the 403(b) matching fund on behalf of the Director of Student Services and as described and allowed by Minnesota Statute.

Section 2. Mileage: The Director of Student Services will be responsible to use his own vehicle for school purposes. Mileage will be reimbursed at the rate of reimbursement allowed by the Internal Revenue Service in that particular year pursuant to M.S. 471.665, Sub. 1.

Section 3. Conferences and Meetings: The School District shall pay all legally valid expenses to a maximum of \$1000 per year, for participation in professional conferences, seminars, or college coursework which have been pre-approved by the Superintendent. Appropriate claim forms and receipts must be filed for reimbursement.

Section 4. The Director of Student Services will be eligible for up to 7% of base pay for achievement of mutually agreed upon goal/s with the superintendent. The Director must achieve a “meets” or “exceeds” for each goal to be eligible for payment. At the time the goals are agreed upon, a percentage will be determined for each goal not to exceed 7% total for all goals.

ARTICLE VII

OTHER PROVISIONS

Section 1. Dues: The School Board will pay the full cost of the Director of Student Services’s State and National professional dues.

Section 2. Personnel Files: Pursuant to M.S 122A.40, Sub. 19, as amended, all evaluations and files relating to each individual Special Education Director/ School Assessment Coordinator shall be available during regular school business hours to said Director of Student Services upon reasonable written notice. The Director of Student Services shall have the right to reproduce any of the contents of the files at the principal’s expense and to submit for inclusion in the file written information in response to any material contained therein. The school district may destroy such files as provided by law.

Section 3. Cell-phone Allowance: Up to \$120 per month will be allowed for business cell-phone use.

ARTICLE VIII

SALARY

	2024-2025	2025-2026
Director of Student Services	88,640	95,605

ARTICLE IX

DURATION

Section 1. Terms and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing upon the date of its execution through June 30, 2024, and thereafter pursuant to PELRA. In the event a successor Agreement is not entered into prior to the expiration date of this Agreement, a Director of Student Services shall be compensated according to the previous year's compensation until such time that a successor Agreement is executed. If the exclusive representative desires to modify or amend this Agreement commencing on July 1, 2026, it shall give written notice of such intent no later than May 1, 2026, including complete language and detail of proposed changes. If such notice is not timely served, the School District shall not be required to negotiate any terms of employment for the following school year. Unless otherwise mutually agreed, the parties shall not commence negotiations more than ninety (90) days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the School District and the Director of Student Services. The provision herein relating to terms and conditions of employment supersede any and all prior Agreements, resolutions, practices, and School District policies, rules, or regulations concerning terms and conditions of employment inconsistent with these provisions. Nothing in this Agreement shall be construed to obligate the School District to continue or discontinue existing or past practices or prohibit the School District from exercising all management rights, functions, and prerogatives, except insofar as this exercise would be in express violation of any term or terms of this Agreement.

Section 3. Finality: Any matters relating to the current Agreement term, whether or not referred to in this Agreement, shall not be open for negotiation during the term of this Agreement.

Section 4. Severability: The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof.

IN WITNESS WHEREOF, we subscribe our signature this _____ day of _____,
_____.

Director of Student Services

Chairman of Board

Clerk of Board

**DISTRICT OFFICE CONFIDENTIAL EMPLOYEE GROUP
CONTRACT
CENTRAL PUBLIC SCHOOLS**

This agreement is made and entered into by and between Independent School District No. 108, Norwood Young America, Minnesota, hereinafter referred to as the School Board, and District Office Confidential Employee Group, Lynn Peterson, Amy Groschen, during the duration of this Agreement.

I. Basic Service:

The employee shall perform the services prescribed by the School Board whether or not such services are specifically described in this contract or in a general job description, abide by the rules, regulations and policies as established by the School Board for the annual salary indicated below.

II. Duration:

The conditions of employment shall remain in full force and effect, commencing July 1, 2024 through June 30, 2026, except if modified by mutual consent of the School Board and the District Office Confidential Employee Group or unless terminated by written resignation.

III. Duty Year and Leaves:

Section 1. - Basic Work Year:

The employee's duty year shall be twelve (12) months and the employee shall perform services on those legal holidays on which the School District is authorized to conduct school if the School Board so determines.

Section 2. – Vacation:

The employee group shall earn vacation annually at a rate of 25 days per year. Any member joining the group on a date other than July 1 will have days pro-rated. The value of unused days will be deposited into the employee HCSP account at a maximum of 5 days per year. Additionally, up to 10 days can be carried to the next contract year.

Section 3. – Holidays:

The employee shall be entitled to twelve (12) paid holidays each contract year as designated by the School Board, namely: July 4th, Labor Day, Thanksgiving Day, Friday following Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, Memorial Day, Juneteenth and two floating holidays.

The School Board, however, reserves the right to cancel any of the holidays and establish another holiday in lieu thereof with the understanding, however, that the employee under this provision will be guaranteed twelve (12) paid holidays per year. Any legal holiday or holidays which fall within an employee's vacation period shall not be counted as a vacation day.

IV. Leaves of Absence:

Section 1. - Sick Leave:

The employee shall earn sick leave with full pay at the rate of fifteen (15) days annually. Unused sick leave days may accumulate to a maximum of one-hundred twenty (120) days. After maximum has been reached for a fiscal year, employee will be paid 25% of remaining sick leave earned, at current rate of pay. Employees will have this payment deposited into their HCSP account as allowed by law.

Section 2. - Bereavement Leave:

There will be an allowance of six (6) days annually for absence because of death of relatives and friends. Leaves granted under this section shall be deducted from sick leave.

Section 3. - Business Leave:

Subd. 1 – One (1) business leave day during any one school year may be used for necessary absence required for the transaction of personal business which cannot be completed outside school duty hours. Requests for business leave must be made in writing at least three (3) days in advance, except in the cases of emergency.

Subd. 2. - Leaves granted under this section shall be deducted from the annual sick leave.

Section 5. - Family Care Leave

Upon school board approval, an employee may take up to one (1) year leave of absence without pay or fringe benefits for the purpose of providing care to his or her child, spouse or parent. Upon return from family care leave the employee shall be reinstated to his or her original position or to a position of similar status and conditions. The contract shall remain in effect, and the employee shall retain all seniority, salary, benefit status and other advantages accrued prior to taking the leave. These provisions shall also apply to an employee returning from pregnancy leave or disability leave. Employees may participate in insurance at own expense while on leave.

V. Worker's Compensation:

Section 1. - Payment:

Upon the request of an employee who is absent from work as a result of a compensable injury under the provisions of the Worker's Compensation Act, the School Board will pay the difference between the compensation received pursuant to the Worker's Compensation Act by the employee and the employee's accumulated sick leave and/or vacation pay.

Section 2. - Accumulated Leave:

A deduction shall be made from the employee's accumulated sick leave and/or vacation time according to the pro-rata portions of days of sick leave or vacation time which is used to supplement worker's compensation.

Section 3. - Disability:

Such payment shall be paid by the School District to the employee only during the period of disability.

Section 4. - Normal Compensation:

In no event shall the additional compensation paid to the employee by virtue of sick leave or vacation pay result in the payment of a total daily, weekly, or monthly compensation that exceeds the normal compensation of the employee.

Section 5. - Sick Leave or Vacation Pay:

An employee who is absent from work as a result of an injury compensable under the Worker's Compensation Act who elects to receive sick leave or vacation pay pursuant to this policy shall submit their worker's compensation check to the School District for photo-copying prior to receiving allowable payment from the School District.

VI. Group Insurance:

Section 1. - Health and Hospitalization:

Subd. 1 The School District shall provide the employee a single or family health and hospitalization fully funded insurance plan at the expense of the School District. This includes the cost of insurance premiums and funding the Health Savings Account or VEBA up to the IRS maximum. If the employee elects not to take insurance through the District, the district shall apply the full single amount to a Health Retirement Account that is chosen by the District.

Subd. 2 When retiring from the District, the employee, if at least 55 years of age and having at least ten years of continuous service in the School District, shall have the option of remaining in the District's health and hospitalization insurance plan until the

age of Medicare or the expiration of five years, whichever date occurs earlier, provided the employee pays the full premium.

Section 2. - Long Term Disability:

The School District shall provide a long term disability insurance plan for the employee providing a benefit of 66 2/3% of the employee's regular monthly compensation, with a waiting period of not more than ninety (90) calendar days after the date of disability, with such benefits to continue until the employee reaches the age of 65 and as long as the employee remains disabled.

Section 3. - Severance Pay

Subd. 1 Two (2) weeks notice shall be required of an employee if he/she wishes to resign or retire in good standing. Two (2) weeks notice shall be given an employee if he/she is to be laid off. If proper notification is given for resignation or retirement the District shall pay severance to employees based on present salary schedule placement as follows:

- 20 or more years of service in the district
 - 55% of salary schedule placement at the time of retirement
- 15 years of service
 - 40% of salary schedule placement at the time of retirement
- 10 years of service
 - 15% of salary schedule placement at the time of retirement

Subd. 2: All employees eligible for severance payment outlined in Section 3, Subd. 1 of this contract will receive 100% of their severance deposited in their Health Care Savings Plan.

Section 4.

Life Insurance: The district shall pay the premium for term life insurance in the amount \$60,000 provided such insurance is available for this employee under a group insurance plan to be provided for the school district.

If term life insurance is available the effective date shall be the first of the month following approval by the insurance carrier.

Section 5. Dental Insurance

The District shall pay the full premium toward the dental plan the employee is best qualified for. If the employee elects not to take insurance through the District, the district shall apply the full single amount to their HCSP.

VII. Other Benefits:

Section 1. Tax Sheltered Annuities:

The employee will be eligible to participate in a tax sheltered annuity plan established pursuant to United States Public Law No. 87-370, M.S. 123.35, Subd. 12, and School District policy.

Section 2 Tax Sheltered Annuities:

The group shall be eligible to participate in a tax sheltered annuity plan through payroll deduction established pursuant to Section 403(b) of the Internal Revenue Code of 1986, Minnesota Statutes, Section 123B.02, Subd. 15, and School District policy, and as otherwise provided by law. The school district shall contribute up to \$3000 in matching funds each year into the 403(b) matching fund on behalf of the group and as described and allowed by Minnesota Statute.

Section 3. Health Care Savings Plan:

The employee is eligible to participate in the Minnesota Post Employment Health Care Savings Plan (HCSP) established under Minnesota Statutes, section 352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System's Trust and Plan Documents. All funds paid by the district on behalf of the employee will be deposited into the employee's post-employment health care savings plan account.

The district shall contribute a lump sum payment in the amount listed below to the employee's HCSP account at the end of each fiscal school year. If the employee leaves during the school year, the lump sum payment will be prorated.

1-10 Years	\$4,200
11-20 Years	\$4,700
21+ Years	\$5,200

Section 3. Longevity Pay:

The employee shall be paid longevity pay per the schedule below:

After ten (10) years through 15 yrs of employment .25 per hour
After fifteen (15) years of employment .50 per hour

The longevity pay does not add onto the employee's base pay.

Section 4. Technology Allowance: Up to \$120 per month will be allowed for business cell-phone use and purchase of other job related technology.

VIII. Salary:

Section 1:

The District Office Confidential Employees will be paid an annual salary as follows:

	2024-2025	2025-2026
Finance Coordinator	\$83,669	\$87,852
Payroll Coordinator	\$74,750	\$78,487

Overtime, with advanced approval by the Superintendent, shall be calculated at the rate of 1 ½ times the regular hourly rate for all hours worked in excess of 40 hours per week. Compensation hours will be taken in lieu of the pay and used within the calendar year unless there is written prior approval from the Superintendent.

The employee shall perform the service prescribed by the School Board whether or not such services are specifically described in this contract. The employee shall engage in no other employment, consultant services or other activity for which an honorarium is paid without receiving prior approval of the School Board, but shall devote full time and due diligence to the affairs and activities of the School District.

This contract shall be effective only upon the signature of the officers of the School Board in appropriate action recorded in its Minutes.

IN WITNESS THEREOF, we have
have subscribed my signature this

_____ day of _____, 2024

IN WITNESS THEREOF, we
subscribed our signature this

_____ day of _____, 2024

AGREEMENT

BETWEEN

INDEPENDENT SCHOOL DISTRICT NO. 108

**THE CENTRAL PUBLIC SCHOOLS
NORWOOD YOUNG AMERICA, MINNESOTA**

AND

MINNESOTA SCHOOL EMPLOYEES ASSOCIATION

JULY 1, 2024, THROUGH JUNE 30, 2026

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AGREEMENT

This agreement is made and entered into by and between Independent School District No. 108, Norwood Young America, Minnesota, hereinafter referred to as the School Board, and the Minnesota School Employees Association, hereinafter referred to as the union or exclusive representative.

ARTICLE I PURPOSE

The purpose of this agreement is to encourage and increase orderly, constructive and harmonious relationships between the employer and its employees; to establish procedures for the resolution of differences over terms and conditions of employment; to preserve the paramount rights of the citizens of this community to the operation of their schools without disruption; and to establish an environment in which the children of this community may receive education of the highest quality. Accordingly, the parties have set forth all terms and conditions of employment which have been agreed upon by the School Board and the union pursuant to and in compliance with the Public Employment Labor Relations Act of 1971, as amended, hereinafter referred to as the P.E.L.R.A.

ARTICLE II RECOGNITION AND DUES CHECK OFF

Section 1. Recognition:

The School Board hereby recognizes the association as the exclusive representative for the purpose of negotiating terms and conditions of employment for all non-certified employees of Independent School District No. 108, Norwood Young America, Minnesota, except for confidential, custodians, and bus drivers, who are public employees within the meaning of Minnesota Statutes 179A.03, Subd. 14.

Subd. 1. Payroll Deductions. Pursuant to Minn. Stat. §179A.06, the Employer will deduct from the regular payroll: Association dues for those employees in the bargaining unit who are members of the Association and who have requested in writing to have their regular Association dues paid by payroll deduction. Employers must commence deductions within thirty (30) days of notice of authorization from the exclusive representative and must remit the deductions to the exclusive representative within thirty (30) days of the deduction. The failure of an employer to comply with the provisions of this paragraph shall be an unfair labor practice under section 179A.13, the relief for which shall be reimbursement by the employer of deductions that should have been made or remitted based on a valid authorization given by the employee or employees.

Subd. 2. Remission of Withheld Funds. The aggregate of funds deducted and withheld from all employees in the bargaining unit shall be remitted by the Employer together with an itemized statement to the Minnesota School Employees Association no later than thirty (30) days following the end of each payroll period.

Subd. 3. Bargaining unit information. Within twenty (20) calendar days from the date of hire of a bargaining unit employee, a public employer must provide

the following contact information to an exclusive representative in an Excel file format or other format agreed to by the exclusive representative: name; job title; worksite location, including location within a facility when appropriate; home address; work telephone number; home and personal cell phone numbers on file with the public employer; date of hire; and work email address and personal email address on file with the public employer.

Subd. 4. Every one hundred twenty (120) calendar days, a public employer must provide to an exclusive representative in an Excel file or similar format agreed to by the exclusive representative the following information for all bargaining unit employees: name; job title; worksite location, including location within a facility when appropriate; home address; work telephone number; home and personal cell phone numbers on file with the public employer; date of hire; and work email address and personal email address on file with the public employer.

Subd. 5. A public employer must notify an exclusive representative within twenty (20) calendar days of the separation of employment or transfer out of the bargaining unit of a bargaining unit employee.

Section 2. School Board:

The exclusive representative recognizes the right and obligation of the School Board to efficiently manage and conduct the operation of the School Board within its legal limitations and with its primary obligation to provide educational opportunity for the students of the School District.

Section 3. Employee Rights:

Nothing contained in this agreement shall be construed to limit, impair or affect the right of any employee or their representative to the expression or communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designed to and does not interfere with the full, faithful and proper performance of the duties of employment or circumvent the rights of the exclusive representative.

Section 4. Request for Dues Check Off:

Employees shall have the right to request and be allowed dues check off for the employee organization of their selection pursuant to PELRA. Upon receipt of a properly executed authorization card of the employee involved, the School Board will deduct from the employee's paycheck the dues that the employee has agreed to pay the employee organization. The School District will provide the Union steward with the name and work location of each new employee when that employee begins work with the school district. The School District will also provide thirty (30) minutes of paid time to the Union to meet with the new employee.

ARTICLE III HOURS OF SERVICE

Section 1. Basic Day:

The basic work day for employees shall vary based upon the needs of the School District as determined by the School District.

Subd. 1. If operational needs require an employee to work hours which are not consecutive, the employee shall receive an additional \$10.00 for each day. This excludes employees in the area of community education support staff.

Subd. 2. One 15-minute break will be allowed each four hours as part of the eight (8) hour day. All employees who work six (6) hours or more in a work shift shall be entitled to an unpaid thirty (30) minute duty free break.

Section 2. Overtime:

All work over forty (40) hours per week shall be paid at the overtime rate of time and one-half (1 1/2).

Section 3. Work Year:

The basic work year for employees shall consist of all student contact days, two days during workshop week and one day of professional development during the school year.

Section 4. Shifts, Starting Time and Notice of Assignment:

Subd. 1. Shifts and Starting Time. All employees will be assigned starting times and shifts as determined by the School District. The School District reserves the right to modify starting times and shifts as determined by the School District. The School District shall provide two weeks' notice, except in case of emergency.

Subd. 2. Notice of Assignment. Employees will be notified of their assignment, position, hours and shift assignment and pay level by August 15, or as soon thereafter as practicable, each school year.

The District reserves the right, if it finds circumstances require (such as for discontinuance of positions, lack of pupils, or financial limitations), to modify or reduce the length of the employment period or the number of hours of service. The District shall notify any affected employee of any permanent change in their individual employment contract at least fourteen (14) calendar days in advance.

Section 5. Eligibility for Benefits:

Employees assigned to work in more than one classification shall be allowed to count all hours worked when computing eligibility for benefits.

Section 6. Emergency School Closing:

In the event of a school closing because of inclement weather or other emergency, employees on duty at the time of the closing shall be compensated for a minimum of two hours. Employees required to work during the emergency shall be compensated for all hours worked. Other employees may, to the extent such time is accrued, use personal leave pursuant to Article VII, Section 5, without any other notice or limitations.

In the event there are more than six (6) snow/cold weather days, additional days will be made up as student contact days, staff development days or staff workdays at the District's discretion. If the days are staff development or workdays, the district will strive to provide staff with as much time with the teacher directing their work as possible.

The district will make every attempt possible to assign those days in conjunction with already scheduled staff days. For example, adding them onto the end of the year or adding them to the beginning of the following year.

ARTICLE IV RATES OF PAY

Section 1. Salary Schedule – 2024-2026:

All members of the unit will be placed on the salary schedule developed in Appendix A.

Section 2. Base Wage Increase:

All members in the unit will be placed on the salary schedule for year 1 and will advance to the next highest wage the following year. Those employees "off the schedule" will receive the same base wage increase as the rest of the bargaining unit.

Section 3. Application:

The School District may withhold a salary increase in individual cases where a demonstrable deficiency in performance of the employee occurs, provided the employee affected shall receive notice of such action to withhold a salary increase ninety (90) days prior to the otherwise effective date of increase.

Section 4. New Employees:

A new employee shall be placed in the salary range as agreed between the School District and the employee and shall be eligible for pay increases as provided in this agreement on the following July 1 if employed prior to January 1. An employee hired after January 1 shall not be eligible for any increases on July 1, but shall be eligible for increases on the following July 1. Thereafter, such a new employee shall be subject to all provisions of this Article.

Section 5. Longevity Pay:

After ten (10) years of employment	.35 longevity
After fifteen (15) years of employment	.60 longevity
After twenty (20) years of employment	1.15 longevity
After twenty-five (25) years of employment	1.30 longevity
After thirty (30) years of employment	1.45 longevity
After thirty-five (35) years of employment	1.60 longevity
After forty (40) years of employment	1.75 longevity

Section 6. Work out of Class Pay:

An employee serving as a substitute for a worker for fifteen (15) days or more out of a twenty (20) day work period shall receive that worker's rate of pay, retroactive to the first day of work, if the worker's rate of pay is higher than that of the substitute.

ARTICLE V

GROUP INSURANCE

Section 1. Health and Hospitalization Insurance:

Subd. 1. Eligibility. Health and hospitalization insurance benefits shall be provided for all employees whose assignments require that they work at least an average of thirty (30) hours or more per week and at least nine months or more per year.

Subd. 2. Individual Coverage. Effective July 1, 2024, the School District shall contribute a sum not to exceed \$510 per month toward the premium for individual coverage for each eligible employee employed by the School District who qualifies for and is enrolled in the School District group health and hospitalization plan. Any additional cost for the premium shall be borne by the employee and paid by payroll deduction. Effective July 1, 2025, the School District shall contribute a sum not to exceed \$510 per month toward the premium for individual coverage for each eligible employee employed by the School District who qualifies for and is enrolled in the School District group health and hospitalization plan. Any additional cost for the premium shall be borne by the employee and paid by payroll deduction.

Subd. 3. Family Coverage. Effective July 1, 2024, the School District shall contribute a sum not to exceed \$1100 per month toward the premium for family coverage for each eligible employee employed by the School District who qualifies for and is enrolled in the School District group health and hospitalization plan. Any additional cost for the premium shall be borne by the employee and paid by payroll deduction. Effective July 1, 2025, the School District shall contribute a sum not to exceed \$1100 per month toward the premium for family coverage for each eligible employee employed by the School District who qualifies for and is enrolled in the School District group health and hospitalization plan. Any additional cost for the premium shall be borne by the employee and paid by payroll deduction.

Subd. 4. All eligible employees retiring from the School District, who are at least 55 years of age and have at least ten (10) years of continuous service in the School District, shall have the option of remaining in the District's health and hospitalization insurance plan until the age of Medicare or the expiration of five (5) years, whichever date occurs earlier, provided the employee pays the full premium.

Section 2. Long Term Disability:

The School Board shall contribute the premium for long term disability insurance for all employees whose permanent assignment requires that they work at least an average of thirty (30) hours or more per week and at least nine months or more per year. Long term disability will be made available to all other employees at the employee's expense through payroll deduction providing that they work a minimum of twenty (20) hours per week.

Section 3. Group Term Life Insurance:

The School Board shall contribute the full premium cost for a \$50,000 group term life insurance policy for all employees whose work assignment requires that they work at least an average of thirty (30) hours or more per week and at least nine months or more per year.

Section 4. Dental Insurance:

The School District shall pay up to but not to exceed \$20.20 per month toward the premium for dental insurance for each employee qualified and enrolled in the School District's group dental insurance plan.

ARTICLE VI VACATION AND HOLIDAYS

Section 1. Eligibility:

All employees who are regularly employed on a twelve (12) month basis and working a forty (40) hour week are eligible for vacation as outlined in Section 2. All employees hired before July 1, 1998, and who were regularly employed on an eleven (11) month basis and working at least an average thirty (30) hours per week are eligible for vacation as outlined in Section 2 (Effective July 1, 1999). Employees hired after July 1, 1998 and who are regularly employed on an eleven (11) month basis and working at least an average thirty (30) hours per week are eligible for vacation as outlined in Section 2 after two (2) years of service.

Section 2. Earned Vacations:

Subd. 1. Eligible employees under these provisions shall accrue vacation as follows:

- | | |
|---|--|
| a) During the first year of service | two (2) weeks per annum
Maximum accrual of 75 hours |
| b) After completing seven (7) years of service | three (3) weeks per annum
Maximum accrual of 75 hours |
| c) After completing seventeen (17) years of service | four (4) weeks per annum
Maximum accrual of 75 hours |
| d) After completing twenty-five (25) years of service | five (5) weeks per annum
Maximum accrual of 75 hours |

Subd. 2. Non-probationary employees who have not completed a complete year of service prior to the beginning of the fiscal year shall be eligible for prorated vacation benefits.

Subd. 3. All vacation requests must be submitted to the Superintendent one week prior to the vacation date.

Section 3. Holidays:

Subd. 1. There shall be twelve (12) paid holidays for all eligible employees on an 11- or 12 month basis and a forty (40) hour week.

Independence Day	Christmas Day
Labor Day	New Year's Eve Day
Thanksgiving Day	New Year's Day
Day after Thanksgiving Day	Juneteenth
Christmas Eve Day	(2) Floating Holidays
Memorial Day	

Subd. 2. There shall be six (6) paid Holidays for all eligible employees on a 9-month basis and a thirty (30) hour week for the 2024-26 contract. (Christmas Eve, Christmas Day, Thanksgiving Day, the day after Thanksgiving, New Year's Eve and New Year's Day.)

Subd. 3. If a holiday falls on a Saturday, Sunday or school day, another day, (normally Monday or Friday) in conjunction with the holiday will be selected by the district. Overtime pay shall be paid employees who are called upon to work on a holiday for a number of hours worked plus holiday pay.

Subd. 4. Less than full time employees, but more than nine (9) months basis and a thirty (30) hour work week shall receive seven (7) paid Holidays. (Christmas Eve Day, Christmas Day, New Year's Eve, New Year's Day, Memorial Day, Thanksgiving Day & the day after Thanksgiving.)

ARTICLE VII LEAVES OF ABSENCE

Section 1. Sick Leave and Wellness:

Subd. 1. Sick Leave: All employees shall earn sick leave at the rate of 1.25 days per month of service. For purposes of this section, an employee is credited with working a full month if they are scheduled for the majority of normal working days for their position.

Subd. 2: Unused sick leave days may accumulate to a maximum of one-hundred and twenty (120) days of sick leave per employee.

Subd. 3: Wellness Incentive: An employee who does not use sick leave during an academic semester (excluding bereavement and business leave) shall receive a \$150.00 cash award for each semester, payable in June of each year (up to \$300 total).

Section 2. Family Illness Leave:

Subd. 1. Sick leave may be used for family illness. A maximum of five (5) days annually will be allowed for this leave. Employees may take sick leave to care for sick family members in accordance with Minnesota State Statute 181.9413.

Subd. 2. Leaves granted under this section shall be deducted from the annual sick leave.

Subd. 3. Up to twelve (12) weeks of unpaid leave may be granted to qualifying employees for the care of sick or injured family members consistent with the Federal Family and Medical Leave Act.

Section 3. Bereavement Leave:

Subd. 1. Up to three days of leave, per occurrence, shall be allowed for a death in an employee's immediate family. "Immediate family" is defined as the employee's spouse, parent, child, sibling, grandparent or grandchild.

Subd. 2. One day annually may be used in the case of death in the employee's close family. "Close family" is defined as the employee's parent-in-law, sibling-in-law, son or daughter-in-law, niece, nephew, and aunt or uncle.

Subd. 3. Leaves granted under Subd. 1 will not be deducted from sick leave and leaves granted under Subd. 2 shall be deducted from sick leave.

Section 4. Business Leave:

Subd. 1. One day business leave may be granted during any one school year for the purpose of conducting personal business which cannot be completed outside school duty hours. An employee planning to use a business day shall notify the Superintendent at least three (3) days in advance except in cases of emergency. At no time shall more than one (1) employee, per building, be granted business leave. A business leave is defined as attorney meeting, estate issues, home closing, graduate program advisor meeting, court appearance, State or Federal IRS audits and other days approved by the Superintendent that may qualify as defined at the discretion of the administration.

Subd. 2. Leaves granted under this section shall be deducted from sick leave.

Subd. 3. Employees must request all leaves from their immediate supervisor and fill out the appropriate forms which will then be sent to the Superintendent.

Section 5. Personal Leave:

Subd. 1. Each employee shall be granted two (2) personal leave days per contract year with pay.

Subd. 2. One (1) day of personal leave may be accumulated; the maximum personal leave days an employee may take in a school year is three (3).

Subd. 3. No more than two (2) elementary and two (2) high school employees may take a personal leave day on the same day except for an emergency.

Subd. 4. Requests for a personal day must be made in writing to the Superintendent at least three days in advance of taking the day, unless there is an emergency.

Subd. 5. Any employee who does not use or accumulate their personal days shall be paid for an unused accumulated day at the employees' rate of pay effective June. 30. This payment will be made in July of the succeeding school year.

Section 6. Worker's Compensation:

Subd. 1. Payment. Upon the request of an employee who is absent from work as a result of a compensable injury under the provisions of the Workers Compensation Act, the School Board will pay the difference between the compensation received pursuant to the Worker's Compensation Act by the employee and the employee's regular rate of pay to the extent of the employee's accumulated sick leave and/or vacation pay.

Subd. 2. Accumulated Leave. A deduction shall be made from the employee's accumulated sick leave and/or vacation time according to the pro-rata portion of days of sick leave or vacation time which is used to supplement worker's compensation.

Subd. 3. Disability. Such payment shall be paid by the School Board to the employee only during the period of disability.

Subd. 4. Normal Compensation. In no event shall the additional compensation paid to the employee by virtue of sick leave or vacation pay result in the payment of a total daily, weekly, or monthly compensation that exceeds the normal compensation of the employee.

Subd. 5. Sick Leave or Vacation Pay. An employee who is absent from work as a result of an injury compensable under the Worker's Compensation Act who elects to receive sick leave or vacation pay pursuant to this policy shall submit their worker's compensation check to the School District for photocopying prior to receiving allowable payment from the School District for their absence.

Section 7. Jury Duty Pay:

All employees shall be granted pay by the School Board the difference between their regular pay and jury duty pay if required to serve on jury duty.

Section 8. Child Care Leave:

Subd. 1. The District shall grant a child care leave without pay or fringe benefits, except as provided by law, to any employee, regardless of marital status, who requests such a leave for the purpose of providing parental care to his or her natural born or adopted child or children.

Subd. 2. In the event of pregnancy, an employee may commence either a pregnancy leave without pay prior to the onset of disability occasioned by

childbirth, or the employee may continue working until the onset of disability and thereafter commence a disability leave with pay.

- A. Pregnancy leave: If a pregnant employee chooses to commence a pregnancy leave, she shall first submit a written application to the employer at least six (6) weeks prior to beginning the leave. The application shall provide notice of the employee's expected delivery date determined by their attending physician. The pregnancy leave shall remain in effect from the date of commencement through the period of childbirth and recovery.
- B. Disability leave: If a pregnant employee chooses to continue working until the onset of disability occasioned by pregnancy and childbirth, she shall notify the District in writing at least six (6) weeks prior to the expected delivery date as determined by her attending physician. The employee may utilize their accumulated disability/sick leave through the period of pregnancy related disabilities, childbirth, and recovery.

Subd. 3. An employee may take a child care leave of up to twelve (12) months by notifying the employer in writing at least six (6) weeks prior to commencing the leave of the beginning date and length of the leave. The date of return from the leave shall be determined by mutual agreement between the employee and the employer. If the employee initiates a pregnancy leave or a disability leave, pursuant to Subd. 2 above, she may elect to notify the employer of their intent to take a child care leave at the time of notice of pregnancy leave or disability or anytime thereafter, but in no event later than four (4) weeks prior to the commencement of child care leave.

Subd. 4. Child care leave may be extended by mutual agreement between the employee and the District.

Subd. 5. Upon return from child care leave the employee shall be reinstated to their original position or to a position of similar status and conditions. The contract shall remain in effect, and the employee shall retain all seniority, salary, and benefit status, and other advantages, accrued prior to taking the leave. These provisions shall also apply to an employee returning from pregnancy leave or disability leave.

Subd. 6. An employee returning from child care leave shall be re-employed in a similar position in which they are qualified unless previously discharged or placed on unrequested leave.

ARTICLE VIII MATCHING ANNUITY PROGRAM

Section 1. Eligibility:

The Matching Annuity Program will be implemented with the 2002-2003 school year subject to M.S. 356.24 and the Internal Revenue Code 26USC 403(b). Classified employees who are employed by the School District on a regular (not substitute) agreement are eligible to participate in the Matching Annuity Program.

Section 2. Match Deductions:

The School District will match eligible annual contributions based on the completion of the following service credit with the District:

Effective July 1, 2024 – June 30, 2026:

0-1 years	No Match
2-8 Years	\$600.00 Match
9-14 years	\$650.00 per year
15-21 years	\$700.00 per year
22+ years	\$750.00 per year

The School District shall contribute annually an amount equal to the amount contributed by the employee. The amount contributed by the District shall not exceed the maximum amount outlined in this subdivision.

Section 3. Service Credit Determination:

The School District will use the service credit the employee has reached by Oct. 1st of each school year to determine the years of experience reached in the District.

Section 4. Deadline:

By July 1 of each year, eligible employees shall declare their intent to participate in the Matching Annuity Program by submitting a signed Intent to Participate form to the School District Payroll Office. Responsibility for filing an Intent to participate form each year is solely the responsibility of the employee.

Failure to file an Intent to Participate form by July 1st shall exclude the employee from participation in the Matching Annuity Program during that school year. Employees newly eligible for the Matching Annuity Program shall receive a notice of eligibility from the School District prior to July 1st of the year of initial eligibility (employees not receiving the eligibility notice shall be permitted to submit their Intent to Participate form after July 1st). An Intent to Participate form must be signed and submitted only if the employee changes service credit levels or if the employee desires to change the amount of their contribution/match for some reason. Once received by the School District, the Intent to Participate forms are irrevocable for that school year and will continue for each subsequent school year unless modified by the employee by filing a new Intent to Participate Form by July 1st for the following year and also notifying their annuity carrier.

Section 5. Separation of Services:

Employees who, for whatever reason, leave the service of the School District prior to retirement shall retain ownership of School District contributions and personal contributions made on their behalf to the date of discontinuance of service. The School District shall retain no current or future liabilities for said investment programs as a result of the severing of service.

Section 6. Excess Employee Contributions:

Employees who participate in the Matching Annuity Program may contribute any dollar amount in excess of the maximum yearly School District contribution. IRS rules control the total maximum amount any employee may contribute to an Annuity Program.

Section 7. Approved Vendors:

The School District and the employee will direct their contributions to the same state-approved Matching Annuity company selected by the employee pursuant to M.S. 356.24 and the match matrix. The School District will match an employee's contribution dollar-for-dollar, up to the maximum yearly School District contribution provided for in the match matrix. One service provider must be selected as approved by the employee group.

Section 8. Investment Responsibilities:

Management of both the portfolio or individual investments and the School District contributions shall be solely the responsibility of the employee in whose name these investments have been made. The School District assumes no current or future liability for contributions made to these plans or for investment earnings (losses) which may accrue to these portfolios as a result of investment decisions which are made by the employee.

Employees are not to construe the Plan or the School District contributions to the Plan or the opportunity of the employee to match such contributions as legal, tax, or investment issues relating to contributions in the Plan. The School District has neither reviewed nor approved any investment programs which the employee may obtain by way of contributions under the Matching Annuity Program. Upon participation in the Plan, the employee agrees to indemnify and hold harmless Independent School District No. 108 from any adverse investment experience arising from or connected with contributions to the Matching Annuity Program.

Section 9. Flexible Benefits Plan:

A flexible benefit plan, as authorized by Section 125, shall be available for voluntary participation.

ARTICLE IX CONTINUING EDUCATION

Section 1. Opportunities for Continuing Education:

Paraprofessionals will be notified of opportunities for continuing education through workshops, seminars and course offerings. Attendance at such opportunities may be granted without loss of pay provided that the attendance is requested and approved in advance in writing by the Principal and Superintendent.

Section 2. Reimbursements:

Employees who attend such offerings or who attend events on their time (with prior approval or at the request of their supervisor) shall be reimbursed for the mileage and other reasonable costs as determined in advance by the supervisor and the Superintendent.

ARTICLE X SENIORITY/LAYOFF-RECALL/VACANCIES

Section 1. Seniority:

The School Board will recognize seniority rights as to order of layoff and recall.

Subd. 1. Prior to layoff or reduction in hours of any permanent bargaining unit employee, the District shall first release all temporary employees who are performing bargaining unit duties.

Subd. 2. Layoff. An employee whose position is being eliminated or reduced may displace the employee with the least continuous service within the same classification and comparable hours, or any less senior employee in a lower classification if the displaced employee has prior experience in that position. The School District will determine whether the employee has the necessary skills and abilities to meet the conditions of employment for that new position based on the position description and an interview of the displaced employee.

Subd. 3. Temporary Employees. The District shall not employ temporary employees for more than sixty (60) calendar days if there is a qualified employee subject to recall as described in the following subdivision.

Subd. 4. Recall. Employees on layoff shall retain their recall for a period of one (1) year. If any openings occur in the job classification of the laid off employee, they will be given the first opportunity for recall. If within ten (10) calendar days of being recalled to a position of at least equivalent hours to that occupied prior to the layoff, the former employee does not elect to return to work, the employee shall lose their seniority rights and be taken off the recall list.

A. The District shall grant a six (6) month extension to the period of recall upon written request of an employee who has been laid off and not recalled during the initial twelve (12) month period. The written request must be received prior to the expiration of the twelve (12) month period.

Section 2. Vacancies:

Subd. 1. New positions or vacancies of more than sixty (60) calendar days will be posted in the District buildings for a period of five (5) days in the regular locations. Postings of vacancies occurring during the summer shall be posted in the District Office.

Subd. 2. An employee wishing to receive postings during the summer shall have the right to provide the District with self-addressed envelopes to be used in mailing the postings to the employee.

Subd. 3. District employees will be given first consideration for posted positions or vacancies or new positions, including summer positions. Consideration for hiring District employees for these vacancies or new positions will be based upon the bidding employee's qualifications and the principle of seniority. Provisions of this subdivision are not subject to the grievance process.

Subd. 4. The final decision as to the employment of District employees for new positions or vacancies will remain with the School District.

Subd. 5. There will be no postings of new supervisory positions or vacancies in such positions; however, head jobs, lead jobs, and maintenance positions will be posted.

Subd. 6. The association chief steward will be furnished with a copy of all job postings and also notified as to who the successful applicant was.

ARTICLE XI PROBATION, DISMISSAL/RETIREMENT, RESIGNATION

Section 1. Probationary Period:

An employee under the provisions of this Agreement shall serve a probationary period of nine (9) calendar months of service in the school district during which time the school district shall have the unqualified right to suspend without pay, discharge or otherwise discipline such employee; during this probationary period, the employee shall have no recourse to the grievance procedure, insofar as suspension, discharge or other discipline is concerned. However, a probationary employee shall have the right to bring a grievance on any other provisions of the contract alleged to have been violated.

Subd. 1. If a new member to the bargaining group does not have a two year degree, four year degree, or sixty (60) college credits (Highly Qualified), members assigned as special education paraeducators must take the PARA Assessment through "The Master Teacher" (or like assessment) and will have 90 days to pass the assessment. If the para assessment is not passed within 90 days, the employee is eligible to substitute in the district. If the employee doesn't pass after ninety (90) days, the District will terminate their employment or they could apply for other available positions that are not in special education.

Subd. 2. Any paraeducator not Highly Qualified will be compensated for two (2) hours of time to complete the assessment outlined in Subd. 1 up to six (6) total hours (3 tests).

Section 2. Probationary Period; Change of Classification:

In addition to the initial probationary period, an employee transferred or promoted to a different classification shall serve a new probationary period of three (3) calendar months in any such new classification. During this three (3) month probationary period, if it is determined by the school district that the employee's performance in the new classification is unsatisfactory, the school district shall have the right to reassign the employee to their former classification.

Section 3. Completion of Probationary Period:

An employee who has completed the probationary period may be suspended without pay or discharged only for cause. An employee who has completed the probationary period and is suspended without pay or discharged shall have access to the grievance procedure.

Section 4. Seniority Date:

Employees shall acquire seniority upon completion of the probationary period as defined in this Agreement and, upon acquiring seniority, the seniority date shall revert back to the first date of continuous service in a position governed by this agreement. If

more than one employee commences work on the same date, seniority ranking for such employees shall be determined by their employee number assigned by the district.

Section 5. Seniority List:

An updated seniority list will be posted in each building every year during the month of October. Employees shall have thirty (30) calendar days after the seniority list is posted to notify the District that the employee disagrees with their seniority date, and requests adjustment of their placement.

Section 6. Retirement-Resignation:

Subd. 1. To be eligible for the provisions of this section, an employee must be at least fifty (50) years of age and have more than fifteen (15) years of service in the School District.

Subd. 2. To be eligible for the provisions of this section, 10, 11, or 12 month employees must provide at least ten (10) weeks notice and 9 month employees must provide four (4) weeks notice upon their retirement or resignation.

Subd. 3. An employee eligible for the provisions of this section shall receive:

- A. 50% of the employee's annual salary as severance pay if the employee has 20 years of service in the School District.
- B. 36% of the employee's annual salary as severance pay if the employee has 15 years of service in the School District.

Severance payments to an employee under the provisions of this Section shall be reduced by any amounts which have been contributed on behalf of the employee pursuant to Article VIII hereof. If the total contribution pursuant to Article VIII hereof exceeds the amount of severance pay, the employee will not receive any severance pay nor have any liability to the School District.

Subd. 4. If the employee dies after separation from the School District, but prior to the payment of any severance pay due hereunder, any remaining payments shall be paid to the employee's named beneficiary, if any, or otherwise to the employee's estate.

Subd. 5. Any employee hired after July 1, 1998, will not qualify for the benefits of this section. Such employees will have the opportunity to participate in the 403 (b) plan as defined in Article VIII of this agreement.

**ARTICLE XII
GRIEVANCE PROCEDURE**

Section 1. Grievance Definition:

A "grievance" shall mean an allegation by an employee resulting in a dispute or disagreement between the employee and the school district as to the interpretation of application of terms and conditions contained in the Agreement.

Section 2. Representative:

The employee, administrator, or School Board may be represented during any step of the procedure by any person or agent designated by such party to act on their behalf.

Section 3. Definitions and Interpretation:

Subd. 1. Extension. Time limits specified in this Agreement may be extended by mutual agreement.

Subd. 2. Days. Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all week days not designated as holidays by state law.

Subd. 3. Computation of Time. In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.

Subd. 4. Filing and Postmark. The filing or service of any notice or document herein shall be timely if it is personally served or if it bears a certified postmark of the United States Postal Service within the time period.

Section 4. Time Limitation and Waiver:

Grievances shall not be valid for consideration unless the grievance is submitted in writing to the school district's designee, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within twenty days after the date of the first event giving rise to the grievance occurred. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the employee and the school district's designee.

Section 5. Adjustments of Grievance:

The school district and the employee shall attempt to adjust all grievances which may arise during the course of employment of any employee within the school district in the following manner:

Subd. 1. Level I. If the grievance is not resolved through informal discussions, the school district designee shall give a written decision on the grievance to the parties involved within ten days after receipt of the written grievance.

Subd. 2. Level II. In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the Superintendent of Schools, provided such appeal is made in writing within five days after receipt of the decision in Level I. If a grievance is properly appealed to the superintendent, the superintendent or his designee shall set a time to meet regarding grievance

within fifteen days after receipt of the appeal. Within ten days after the meeting, the superintendent or his designee shall issue a decision in writing to the parties involved.

Subd. 3. Level III. In the event the grievance is not resolved in Level II. The decision rendered may be appealed to the School Board, provided such appeal is made in writing within five days after receipt of the decision in Level II. If a grievance is properly appealed to the School Board, the School Board shall set a time to hear the grievance within twenty days after receipt of the appeal. Within twenty days after the meeting, the School Board shall issue its decision in writing to the parties involved. At the option of the School Board, a committee or a representative(s) of the board may be designated by the board to hear the appeal at this level, and report its findings and recommendations to the School Board. The School Board shall then render its decision within 10 days.

Section 6. School Board Review:

The School Board reserves the right to review any decision issued under Level I or Level II of this procedure provided the School Board or its representative notify the parties of its intention to review within ten days after the decision has been rendered. In the event the School Board reviews a grievance under this section, the School Board reserves the right to reverse or modify such a decision.

Section 7. Denial of a Grievance:

Failure by the School Board or its representative to issue a decision within the time periods provided herein shall constitute a denial of the grievance and the employee may appeal to the next level.

Section 8. Arbitration Procedures:

In the event that the employee and the School Board are unable to resolve any grievance the grievance may be submitted to arbitration as defined herein:

Subd. 1. Request. A request to submit a grievance to arbitration must be in writing, signed by the aggrieved party, and such request must be filed in the office of the superintendent within ten days following the decision in Level III of the grievance procedure.

Subd. 2. Prior Procedure Required. No grievance shall be considered by the arbitrator which has not been first duly processed in accordance with the grievance procedure and appeal provisions unless mutually agreed by both parties.

Subd. 3. Selection of Arbitrator. Upon the proper submission of a grievance under the terms of this procedure, the parties shall, within ten days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the BMS (Bureau of Mediation Services) to submit a panel of seven arbitrators to the parties, pursuant to PELRA, provided such a request is made within twenty days after request for arbitration. Within ten days after receipt of the panel, the parties shall alternately strike names and the remaining name shall be the arbitrator to hear the grievance. The order of striking will be determined by lot. The request

shall ask that the panel be submitted within ten days after the receipt of said request. The failure to agree upon an arbitrator or the failure to request an arbitrator from the BMS within the time periods provided herein shall constitute a waiver of the grievance.

Subd. 4. Submission of Grievance Information.

- A. Upon appointment of the arbitrator, the appealing party shall within five days after notice of appointment forward to the arbitrator, with a copy to the School Board, the submission of the grievance which shall include the following:
 - 1. The issues involved.
 - 2. Statement of the facts.
 - 3. Position of the grievant.
 - 4. The written documents relating to Article XII, Section 5 of the grievance procedure.
- B. The School District shall make a similar submission of information relating to the grievance at the same time as provided in (a) above to the Union and the arbitrator.

Subd. 5. Hearing. The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing de novo.

Subd. 6. Decision. The decision by the arbitrator shall be rendered within thirty days after the close of the hearing. Decisions by the arbitrator in cases properly before them shall be final and binding upon the parties, subject, however, to the limitations of arbitration decisions as provided by the P.E.L.R.A. The arbitrator shall issue a written decision and order including findings of fact which shall be based upon substantial and competent evidence presented at the hearing. All witnesses shall be sworn upon oath by the arbitrator.

Subd. 7. Expenses. Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the expense of the party requesting the same. The parties shall share equally fees and expenses of the arbitrator, and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration.

Subd. 8. Jurisdiction. The arbitrator shall have the jurisdiction over dispute or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written agreement; nor shall an arbitrator have jurisdiction over

any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein; nor shall the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include but are not limited to such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issue in dispute, in its order the arbitrator shall give due consideration to the statutory rights and obligations of the public-school boards to efficiently manage and conduct its operation within the legal limitations surrounding the financing of such operations.

Subd. 9. Election of Remedies and Waiver. A party instituting any action, proceeding or complaint in a federal or state court of law, or before an administrative tribunal, federal agency, state agency, or seeking relief through any statutory process for which relief may be granted, the subject matter of which may constitute a grievance under this Agreement, shall immediately thereupon waive any and all rights to pursue a grievance under this Article. Upon instituting a proceeding in another forum as outlined herein, the employee shall waive their right to initiate a grievance pursuant to this Article or, if the grievance is pending in the grievance procedure, the right to pursue it further shall be immediately waived. This section shall not apply to actions to compel arbitration as provided in the Agreement or to enforce the award of an arbitrator.

ARTICLE XIII MISCELLANEOUS

Section 1. Physical Examinations:

Physicals, x-rays, Mantoux tests or any other examination required will be given at the expense of the School District.

Section 2. Travel

Subd. 1. Between School Travel. Employees required to travel between Central Elementary School and Central High School shall be reimbursed at the rate of 25 cents per one-way trip.

Employees eligible to receive this reimbursement must make an application to the Superintendent for approval.

Subd. 2. Other Travel. Employees required to travel for school approved activities will be reimbursed for mileage at the current IRS maximum nontaxable reimbursement amount. Employees eligible to receive this reimbursement must have prior approval from the Superintendent or their designee.

ARTICLE XIV DURATION

Section 1. Term and reopening Negotiations:

This Agreement shall remain in full force and effect for a period commencing on July 1, 2024, through June 30, 2026, and thereafter pursuant to the P.E.L.R.A. If either party desires to modify or amend this agreement commencing at its expiration, it shall give written notice of such intent pursuant to the P.E.L.R.A. Unless otherwise mutually agreed, the parties shall not commence negotiations more than ninety (90) days prior to the expiration of this agreement.

Section 2. Effect:

This agreement constitutes the full and complete agreement between the School Board and the exclusive representative representing the employees. The provisions herein relating to terms and conditions of employment supersede any and all prior agreements, resolutions, practices, School District policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

Section 3. Finality:

Any matters relating to the terms and conditions of employment, whether or not referred to in this agreement, shall not be open for negotiation during the term of this agreement except by mutual consent.

Section 4. Severability:

The provisions of this agreement shall be severable and if any provision thereof or the application of any provision under any circumstances is held invalid it shall not affect any other provision of this agreement or the application of any provision thereof.

IN WITNESS WHEREOF: The parties have signed this agreement:

FOR MINNESOTA SCHOOL
EMPLOYEES ASSOCIATION

FOR INDEPENDENT SCHOOL
DISTRICT NO. 108

Staff Representative

Chair

Association Representative

Clerk

Association Representative

Date

Date

APPENDIX A
2024-2025

Year 1	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Paraeducator	\$16.32	\$16.57	\$16.82	\$17.07	\$17.32	\$17.57	\$17.82	\$18.07	\$18.32
Office Staff	\$19.89	\$20.39	\$20.89	\$21.39	\$21.89	\$22.39	\$22.89	\$23.39	\$23.89

2025-2026

Year 2	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Paraeducator	\$16.56	\$16.81	\$17.06	\$17.31	\$17.56	\$17.81	\$18.06	\$18.31	\$18.56
Office Staff	\$20.19	\$20.69	\$21.19	\$21.69	\$22.19	\$22.69	\$23.19	\$23.69	\$24.19

MEMORANDUM OF UNDERSTANDING

BETWEEN

CENTRAL PUBLIC SCHOOLS

AND

MINNESOTA SCHOOL EMPLOYEES ASSOCIATION

WHEREAS Central Public Schools (District) and Minnesota School Employees Association (MSEA or Association) agree that the current collective bargaining agreement between the parties governs terms and conditions of employment; and

NOW THEREFORE, be it resolved; that for the 2024-26 contract the following language supplements the language in the collective bargaining agreement between the parties:

1. All MSEA members will be allowed to convert one (1) sick leave day to a personal day in each of the contract years for a total of two (2) days converted over the duration of this agreement.
2. MSEA members who have more than fifty (50) accrued days of sick leave and have more than twenty (20) years of service with the District can convert three (3) days of sick leave to personal leave for a total of six (6) days converted over the duration of this agreement.
3. Both parties agree this MOU does not constitute past practice and expires fully at the end of this contract.

Board Chair Date

MSEA Representative/Date

ARTICLE I

PURPOSE

Section 1. Parties: THIS AGREEMENT is entered into between Independent School District 108, Norwood Young America, Minnesota, hereinafter, referred to as the school district, and the Central Principals' Association, hereinafter, referred to as the exclusive representative, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971, as amended, hereinafter referred to as the P.E.L.R.A., to provide the terms and conditions of employment for legally qualified and certified principals who agree to perform the duties of Administrator in the public schools of the District during the duration of this Agreement commencing July 1, 2024 through June 30, 2026. This contract is subject to the provisions of M.S. 125.12 and to all laws, rules, and regulations of the State of Minnesota relevant to qualifications, certification, employment, termination, and discharge. This contract will remain in full force and effect except if modified by mutual consent of the school board and the exclusive representative.

ARTICLE II

RECOGNITION OF EXCLUSIVE REPRESENTATIVE

Section 1. Recognition: In accordance with the P.E.L.R.A., the school district recognizes the Central Principals' Association as the exclusive representative of principals employed by the school district, which exclusive representative shall have those rights and duties as prescribed by the P.E.L.R.A., and as described in the Agreement.

Section 2. Appropriate Unit: The exclusive representative shall represent all the principals of the district as defined in this Agreement and in said Act.

ARTICLE III

SCHOOL DISTRICT RIGHTS

Section 1. Inherent Managerial Policy. The exclusive representative recognizes that the School District is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the School District, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel.

Section 2. Reservation of Managerial Rights: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in this agreement are reserved to the school district.

Section 3. Effect of Laws, Rules and Regulations. The exclusive representative recognizes that all principals covered by this Agreement shall perform the services prescribed by the School Board and shall be subject to School Board rules, regulations, directives and orders issued by properly designated officials of the School District. The exclusive representative also recognizes the right, obligation and duty of the School Board and its duly designated officials to promulgate rules, regulations, directives, and orders from time to time as deemed necessary by the School Board insofar as such rules, regulations, directives and orders are not inconsistent with the terms of this Agreement.

ARTICLE IV

DUTY YEAR AND LEAVES

Section 1. Basic Work Year: The principal's duty year shall be for the entire year as provided herein and the principal shall perform services on those legal holidays on which the school district is authorized to conduct school if the school board so determines. The Principal shall be on duty during any emergency, natural or unnatural, unless he is otherwise excused in accordance with the school board administrative policy.

Section 2. Vacation. The principal shall earn 25 working days of annual vacation each contract year. Vacation earned in a contract year must be used during the contract year in which it is earned, except up to five (5) days may be carried forward to the next contract year but must be taken within six months following the contract year in which it is earned (December 31). Principals will use no more than eight (8) vacation days per school year on student contact days. Any member of the association working less than 260 days will have their vacation days prorated.

Section 3. Holidays: The principal shall be entitled to 12 paid holidays each contract year as designated by the School Board. Namely: July 4th, Labor Day, Memorial Day, Thanksgiving Day, Friday following Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, Juneteenth, and 2 floating holidays. The School Board, however, reserves the right, if school is in session, to cancel any of the holidays and establish another holiday in lieu thereof with the understanding, however, that the principal under this provision will be guaranteed twelve (12) paid holidays per year. Any legal holiday or holidays, which fall within any employees' vacation period, shall not be counted as a vacation.

Section 4. Sick Leave: The principal shall earn sick leave at the rate of 15 days(s) annually, which may be accumulated to a maximum of 130 days.

Section 5. Emergency Leave. The principal may be granted emergency leave during the contract year at the discretion of the Superintendent and/or School Board.

Section 6. Medical Leave: If the principal is unable to perform his duties because of illness or disability and has exhausted all sick leave credit available or has become eligible for long term disability compensation shall upon request be granted a medical leave of absence or extension thereof pursuant to this section shall be accompanied by a written doctor's statement outlining the condition of health and estimated time at which the principal is expected to be able to assume his normal responsibilities. The principal, when on medical leave of absence, is eligible to continue to participate in group insurance programs as permitted under the insurance policy provisions, but shall pay the entire premium for such programs as he wishes to retain commencing with the beginning of the leave.

Section 7. Bereavement Leave:

Subd. 1. There may be an allowance of four (4) days annually for absence because of the death of relatives and friends. Prior approval must be obtained from the appropriate administrator before leave is granted.

Subd. 2 Leaves granted under this section shall be deducted from sick leave.

ARTICLE V

INSURANCE

Section 1. Health and Hospitalization: The School District shall provide a fully funded VEBA insurance plan for head principals. The amount to fund the savings portion of the plan is \$2400 per year. Annual participant fee will not be covered by the district. If a principal elects to decline family insurance coverage, an amount of \$6000 shall be deposited into a health retirement account (HRA) as allowed by law. The principal shall be responsible for any fees or taxes associated with this account.

Section 2 . Health and Hospitalization: The School District shall contribute a sum not to exceed \$16,000 per year for health and hospitalization insurance for assistant principals for the purchase of any policy provided under the District's health and hospitalization plan. Any unpaid portion of the premium will be paid by the assistant principal through a payroll deduction.

Section 3. Long Term Disability Insurance: Each principal shall pay monthly premiums for a School District long term disability insurance plan for the principal providing a benefit of 66 2/3% of the principal's regular monthly compensation, with a waiting period of not more than ninety

(90) calendar days after the date of disability, with such benefits to continue until the principal reaches the age of sixty-five (65) and as long as the principal remains disabled.

Section 4. Liability Insurance: The School District shall provide an errors and omissions liability insurance policy in the amount of the present policy.

Section 5. Term Life Insurance: The School District shall pay the premium for term life insurance in an amount equal to their salary to the nearest thousand, provided the principal is insurable and eligible to be insured under a group insurance plan to be provided for the school district. If life insurance is available the effective date shall be the first of the month following approval by the insurable carrier.

Section 6. Dental Insurance: The District shall pay the full premium toward the individual plan for the principal in the Delta Dental Plan.

Section 7. Claims Against the School District: The parties agree that any description of insurance benefits shall be governed by the terms of the insurance policy purchased by the School District pursuant to this section. It is understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claims shall be made against the School District as a result of a denial of insurance benefits by insurance carriers.

ARTICLE VI

GRIEVANCE PROCEDURE

Section 1. Grievance Definition: A "grievance" shall mean an allegation by a principal resulting in a dispute or disagreement between the principal and the school district as to the interpretation or application of terms and conditions contained in this Agreement.

Section 2. Representative: The principal or school board may be represented during any step of the procedure by any person or agent designated by such party to act on his/her behalf.

Section 3. Definition and Interpretation:

Subd. 1. Extension. Time limits specified in this Agreement may be extended by mutual agreement.

Subd. 2. Days. Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all weekdays not designated as holidays by state law.

Subd. 3. Computation of Time. In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time

begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.

Subd. 4. Filing and Postmark. The filing or services of any notice or document herein shall be timely if it is personally served and the copies countersigned by each party and dated or if it bears a certified postmark of the United States Postal Service within the time period.

Section 4. Time Limitation and Waiver: Grievances shall not be valid for consideration unless the grievance is submitted in writing to the school district's designee, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within twenty (20) days after the date of the first event giving rise to the grievance occurred. Failure to file any grievance within such period shall constitute a waiver of the grievance. Failure to appeal a grievance from one level to another within the time limits thereafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the principal and the school district's designee.

Section 5. Adjustment of Grievance: The school district and the principal shall attempt to adjust all grievances which may arise during the course of employment of any principal within the school district in the following manner:

Sub. 1. Level I: If the grievance is not resolved through informal discussions, the Superintendent or designee shall give a written decision on the grievance to the parties involved within ten (10) days after receipt of the written grievance.

Sub. 2. Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the School Board, provided such appeal is made in writing within five (5) days after receipt of the decision in Level I. If a grievance is properly appealed to the School Board, the School Board may elect to review the matter and render a written decision within twenty (20) days after receipt of the written appeal. However, at the option of the School Board, the School Board may determine to set a hearing on the grievance within twenty (20) days after receipt of the written appeal, and in such case within twenty (20) days after the hearing, the School Board shall issue its decision in writing to the parties involved. At the option of the School Board, a committee or representative(s) of the School Board may be designated by the School Board to process the appeal at this level and report the findings and recommendations to the School Board. The School Board shall then render its decision.

Section 6. Denial of Grievance. Failure by the School Board or its representative(s) to issue a decision within the time period provided in this article shall constitute a denial of the grievance, and the principal may appeal it to the next level.

Section 7. Arbitration Procedures. In the event that the principal and the School Board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined in this article.

Sub. 1. Request. A request to submit a grievance to arbitration must be in writing signed by the aggrieved party and such request must be filed in the office of the Superintendent within ten (10) days following the decision in Level II of the grievance procedure.

Sub. 2. Prior Procedure Required. No grievance shall be considered by the arbitrator which has not first been duly processed in accordance with the grievance procedure and appeal provisions.

Sub. 3. Selection of Arbitrator. Upon the proper submission of a grievance under the terms of this procedure, the parties may, within ten (10) days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the Commissioner of the Bureau of Mediation Services to submit a panel of seven (7) arbitrators to the parties, pursuant to P.E.L.R.A., provided such request is made within twenty (20) days after request for arbitration. The request shall ask that the panel be submitted within ten (10) days after the receipt of said request. Within ten (10) days after receipt of the panel, the parties shall alternately strike names, and the remaining name shall be the arbitrator to hear the grievance. The order of striking will be determined by lot. Failure to agree upon an arbitrator or the failure to request an arbitrator from the Commissioner within the time period as provided in this article shall constitute a waiver of the grievance.

Sub. 4. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing de novo (anew: starting again).

Sub. 5. Decision: The decision by the arbitrator shall be rendered within thirty days after the close of the hearing. Decisions by the arbitrator in cases properly before him/her shall be final and binding upon the parties, subject, however, to the limitation of arbitration decisions as provided by in the P.E.L.R.A.

Sub. 6. Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share, equally, fees and expenses of the arbitrator, the cost of the transcript or recording if requested by both parties, and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration. However, if one party orders a copy of such transcript that party shall pay for such copy.

Sub. 7. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written Agreement; nor shall an arbitrator

have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein; nor shall the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include but not be limited to such areas of discretion or policy as the functions and programs of the District, its overall budget, use of technology, the organizational structure, and selection and direction and number of personnel. In consideration of any issue in dispute, the decision

of the arbitrator shall give due consideration to the statutory right and obligation of the Public School District to efficiently manage and conduct its operation within legal limitations surrounding the financing of such operations.

Sub. 8. Notwithstanding the expiration of Agreement, any claim or grievance arising thereunder may be processed through the grievance procedure until resolution.

ARTICLE VII

OTHER BENEFITS

Section 1. Tax Sheltered Annuities: The Principal shall be eligible to participate in a tax sheltered annuity plan through payroll deduction established pursuant to Section 403(b) of the Internal Revenue Code of 1986, Minnesota Statutes, Section 123B.02, Subd. 15, and School District policy, and as otherwise provided by law. The school district shall contribute up to \$3000 in matching funds each year into the 403(b) matching fund on behalf of the Principal and as described and allowed by Minnesota Statute.

Section 2. Health Care Savings Plan: The principals are eligible to participate in the Minnesota Post Employment Health Care Savings Plan (HCSP) established under Minnesota Statutes, section 352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System's Trust and Plan Documents. All funds paid by the district on behalf of the principal will be deposited into the employee's post-employment health care savings plan account.

The district shall contribute a lump sum payment in the amount of \$3,000 to each principal's HCSP account at the end of each fiscal school year. If an employee leaves during the school year, the lump sum payment of \$3,000 will be prorated.

Section 3. Mileage: The principal will be responsible to use his own vehicle for school purposes. Mileage will be reimbursed at the rate of reimbursement allowed by the Internal Revenue Service in that particular year pursuant to M.S. 471.665, Sub. 1.

Section 4. Conferences and Meetings: The School District shall pay all legally valid expenses to a maximum of \$750 per year, for participation in professional conferences, seminars, or

college coursework which have been pre-approved by the Superintendent. Appropriate claim forms and receipts must be filed for reimbursement.

ARTICLE VIII

OTHER PROVISIONS

Section 1. Dues: The School Board will pay the full cost of the Principal's State and National professional dues.

Section 2. National Convention: The School District will provide an opportunity for the Administrator to attend a National Convention or Conference of his choice every three years and pay for registration, and ordinary and reasonable transportation, meals and lodging subject to School District policies relating thereto.

Section 3. Nightly Activity Supervision. Nightly activity supervision for grades 9 – 12 will be reimbursed \$100 per night for such activities as approved by the Superintendent.

Section 4. Weekend Activity Supervision. Weekend activity supervision for grades 9 – 12 will be reimbursed \$200 per day for such activities as approved by the Superintendent.

Section 5. Personnel Files: Pursuant to M.S 122A.40, Sub. 19, as amended, all evaluations and files relating to each individual principal shall be available during regular school business hours to said principal upon reasonable written notice. The principal shall have the right to reproduce any of the contents of the files at the principal's expense and to submit for inclusion in the file written information in response to any material contained therein. The school district may destroy such files as provided by law.

Section 6. Technology Allowance: Up to \$120 per month will be allowed for business cell-phone use and purchase of other job related technology.

Section 7: Negotiations may be re-opened in the event the district is approved for Q Comp.

ARTICLE IX

SALARY

Section 1. The Principals will be paid an annual salary as follows:

	Days	2024-25 Base	2025-26 Base	Responsibility Factor
Secondary Principal	260	122,997	126,071	2x (6-12) Oct. 1 enrollment x \$1

	Days	2024-25 Base	2025-26 Base	Responsibility Factor
Elementary Principal	260	114,387	117,246	1x (K-5) Oct. 1 enrollment x \$1
Assistant Principal	230	99,343	101,826	

ARTICLE X

DURATION

Section 1. Terms and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing upon the date of its execution through June 30, 2026, and thereafter pursuant to PELRA. In the event a successor Agreement is not entered into prior to the expiration date of this Agreement, a principal shall be compensated according to the previous year's compensation until such time that a successor Agreement is executed. If the exclusive representative desires to modify or amend this Agreement commencing on July 1, 2026, it shall give written notice of such intent no later than May 1, 2026, including complete language and detail of proposed changes. If such notice is not timely served, the School District shall not be required to negotiate any terms of employment for the following school year. Unless otherwise mutually agreed, the parties shall not commence negotiations more than ninety (90) days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the School District and the exclusive representative. The provision herein relating to terms and conditions of employment supersede any and all prior Agreements, resolutions, practices, and School District policies, rules, or regulations concerning terms and conditions of employment inconsistent with these provisions. Nothing in this Agreement shall be construed to obligate the School District to continue or discontinue existing or past practices or prohibit the School District from exercising all management rights, functions, and prerogatives, except insofar as this exercise would be in express violation of any term or terms of this Agreement.

Section 3. Finality: Any matters relating to the current Agreement term, whether or not referred to in this Agreement, shall not be open for negotiation during the term of this Agreement.

Section 4. Severability: The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof.

IN WITNESS WHEREOF, we subscribe our signature this _____ day of _____,
_____.

Administrator/Association President

Chairman of Board

Clerk of Board

Memorandum of Understanding

WHEREAS, the School District and the Association agree that Ron Erpenbach was once a principal at the secondary level and was moved to an elementary position for which he was licensed;

NOW, THEREFORE, in consideration of the promises and agreements hereinafter set forth, Ron Erpenbach will continue to be compensated at the secondary principal level, just like he has been since his employment with the School District, until his retirement, resignation or termination from Central Public Schools.

Nothing Follows

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
SCHOOL DISTRICT # _____
(City)

STATE OF MINNESOTA

Pursuant to due call and notice thereof, School Board meeting of School District No. 108, State of Minnesota, was held on 6/24/24, at 6 pm, for the purpose, in part, of approving the SW Metro Intermediate School District No. 288's Long-Term Facility Maintenance budget and authorizing the inclusion of a proportionate share of Intermediate School District's Long-Term Facility Maintenance projects in the district's application for long-term facility maintenance.

Director _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING SW METRO INTERMEDIATE SCHOOL DISTRICT NO. 288'S LONG-TERM FACILITY MAINTENANCE PROGRAM BUDGET AND AUTHORIZING THE INCLUSION OF A PROPORTIONATE SHARE OF THOSE PROJECTS IN THE DISTRICT'S APPLICATION FOR LONG-TERM FACILITY MAINTENANCE REVENUE

BE IT RESOLVED by the School Board of District No. 108, State of Minnesota, as follows:

1. The School Board of SW Metro Intermediate School District No. 288 has approved a long-term facility maintenance program budget for its facilities for the Fiscal Year 2026 in the amount of \$142,106. The various components of the program budget are attached as Exhibit A hereto and are incorporated herein by reference. Said budget is hereby approved (Exhibit A)
2. Minnesota Statutes, Section 123B.53, Subdivision 1, as amended, provides that if an intermediate school district's long-term facility maintenance budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district programing its long-term facility maintenance revenue application.
3. The proportionate share of the cost of the intermediate school district's Long-Term Facility Maintenance program for each member school district to be included in its application shall be determined by multiplying the total cost of the intermediate school district Long-Term Facility Maintenance program times a percentage that weighs the two components of each member district's portion of the total Special Education Tuition billing and Vocational billing. The long-term facility maintenance costs shall be funded through annual levy instead of issuing bonds. The inclusion of this proportionate share in the district's long-term facility maintenance revenue

application for the fiscal year 2026 is hereby approved, subject to approval by the Commissioner of Education.

4. Upon receipt of the proportionate share of long-term facility maintenance revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

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

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

I, the undersigned, being the duly qualified and acting Clerk of School District No. _____. State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of School District No. _____, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a FULL, TRUE AND COMPLETE TRANSCRIPT INsofar AS THE SAME RELATES TO THE APPROVAL OF SW Metro Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance revenue.

WITNESS MY HAND officially as such Clerk this ____ day of _____, 2024

Clerk

School District No. _____

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
SCHOOL DISTRICT # _____
(City)

STATE OF MINNESOTA

Pursuant to due call and notice thereof, School Board meeting of School District No. 108, State of Minnesota, was held on 6/24/24, at 6 pm, for the purpose, in part, of approving the SW Metro Intermediate School District No. 288's Safe School Program and authorizing the inclusion of a proportionate share of Intermediate School District's Safe School Program in the district's application for Safe Schools Revenue.

Director _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING SW METRO INTERMEDIATE SCHOOL DISTRICT NO. 288'S SAFE SCHOOL PROGRAM AND AUTHORIZING THE INCLUSION OF A PROPORTIONATE SHARE OF THIS PROGRAM IN THE DISTRICT'S APPLICATION FOR SAFE SCHOOL REVENUE

BE IT RESOLVED by the School Board of District No. 108, State of Minnesota, as follows:

1. The School Board of SW Metro Intermediate School District No. 288 has approved a Safe School program for the Fiscal Year 2026 in the amount of \$224,400. The various components of the program budget include costs for a School Resource Officer, safety equipment, and non-instructional technology hardware.
2. The proportionate share of the cost of the intermediate school district's Safe School program for each member school district to be included in its application shall be determined by multiplying the total cost of the intermediate school district Safe School program times a percentage that weighs the two components of each member district's portion of the total Special Education Tuition billing and Vocational billing. The Safe School costs shall be funded through annual levy. The inclusion of this proportionate share in the district's Safe School revenue application for the fiscal year 2026 is hereby approved, subject to approval by the Commissioner of Education.
3. Upon receipt of the proportionate share of Safe School revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

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

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

I, the undersigned, being the duly qualified and acting Clerk of School District No. _____, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of School District No. _____, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a FULL, TRUE AND COMPLETE TRANSCRIPT INsofar AS THE SAME RELATES TO THE APPROVAL OF SW Metro Intermediate School District's Safe School Program in the district's application for Safe School revenue.

WITNESS MY HAND officially as such Clerk this _____ day of _____, 2024

Clerk

School District No. _____

Certification of Updated District Population Estimate

RESOLUTION

CERTIFYING THE POPULATION ESTIMATE FOR THE 2024 PAYABLE 2025 LEVY OF INDEPENDENT SCHOOL DISTRICT ISD #108.

WHEREAS, the Independent School District #108 has experienced an increase in population from the 2020 census figure of 8,697, to the current census figure of 9,006 as determined by the State Demographer.

BE IT RESOLVED, by the School Board of Independent School District #108 that the census figure of 9,006 be certified to the State Demographer for approval of use in the 2024 payable 2025 revenue calculations.

For the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof: _____

And the following voted against: _____

Whereupon said resolution was declared duly passed and adopted.

Date: _____

BY ORDER OF THE SCHOOL BOARD

_____ (Clerk Signature)

_____ (Clerk Name)

School Board Clerk

Once the resolution is formally approved at a June 2024 school board meeting, please scan and email the signed copy to.
megan.dayton@state.mn.us