Regular Business Meeting

Monday, February 14, 2022 6:00 PM
Deer River High School Media Center, 101 1st Avenue, Deer River, MN 56636

1. **Call to Order**
2. **Agenda Approval**
3. **Recognition of Visitors**
4. **Regular Business**

A. Approval of Minutes, Annual Organizational Meeting - January 10, 2022
B. Approval of Minutes, Monthly Meeting - January 10, 2022
C. Approval of Accounts Payable / Payroll / Transfers for January 2022
D. Approval of Consent Agenda

5. **Information Items**

A. Review of Safe Schools Plan
B. Review Cass County Election Boundary
C. Elementary Principal's Report
D. High School Principal's Report
E. High School Extended Music Trip Update
F. Activities Program Report
G. Building and Grounds Department Report
H. Full Service Community Schools Program Report
I. Board Member or Committee Reports
J. Superintendent's Report

6. **Action Items**

A. American Indian Parent Advisory Committee (AIPAC) Annual Vote of Concurrence
B. Ratification of the Deer River Education Association Master Agreement
C. Proposed 2022-2023 School Calendar
D. Special Education Funding Resolution
E. Master Facilities Plan Agreement
F. Resolution Authorizing the Administration to Make Recommendations for Budget Reductions in the Areas of Personnel or Programs.
G. Proposed Modification to the Safe Schools Plan

7. **Future Meetings**
8. **Adjournment**

Annual Organizational Meeting
Monday, January 10, 2022 6:00 PM Central

Deer River High School Media Center
101 1st Avenue
Deer River, MN 56636

Travis Anttila:	Absent
Kyle Fairbanks:	Present
Lloyd Kongsjord:	Present
Amanda Reed:	Present
LuAnn Robinson:	Present
Pam Thompson:	Present

Present: 5, Absent: 1.
Meeting called to order at 6:01 p.m.

1. Call to Order

2. Organization Meeting Agenda Approval

Motion to approve organizational meeting agenda. This motion, made by Amanda Reed and seconded by Pam Thompson, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

3. Election of Officers

Motion to close each nomination in succession and appoint each officer by majority vote. Amanda Reed nominated Travis Anttila for Chair. Pam Thompson nominated Lloyd Kongsjord for Vice-Chair. Pam Thompson nominated Amanda Reed for Treasurer. Amanda Reed nominated Pam Thompson for Clerk. No other nominations. All officers elected by acclamation. This motion, made by Amanda Reed and seconded by Pam Thompson, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

Following the election of Chair and VIce-Chair the new Chair or acting Chair will preside over the remainder of the elections and the organizational meeting.

4. Organizational Items

4.A. 2022 Regular Meeting Dates

Motion to approve the 2022 Calendar of Regular Business Meetings. All business meetings are scheduled for the second Monday of the month at 6:00 p.m. October 10 will not be a school district holiday. This motion, made by Amanda Reed and seconded by Pam Thompson, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

The board will note that the second Monday of October is a Federal Holiday. The board may may meet if they choose to designate that this is not a School District Holiday.

4.B. Establish Board Member Annual Compensation

Motion to set board member annual compensation, to include officer and meeting stipends. The compensation will remain the same as 2021. This motion, made by Amanda Reed and seconded by LuAnn Robinson, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

4.C. Designate Legal Counsel

Motion to designate legal counsel and authorize the superintendent to engage counsel as needed. The authorized legal counsel will remain the same as 2021. This motion, made by Kyle Fairbanks and seconded by Amanda Reed, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

4.D. Designations; Authorizations; Appointments

4.E. Annual Committee and Liaison Appointments

Motion to approve committee and liaison appointments as presented. This motion, made by Pam Thompson and seconded by Amanda Reed, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

5. Resolution Authorizing Identified Official with Authority (IOwA)

Motion to designate Superintendent Jeff Pesta as the IOwA. This motion, made by Amanda Reed and seconded by LuAnn Robinson, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

6. Resolution to Combine Clerk/Treasurer Duties

Motion to introduce and approve the resolution to combine and delegate the routine tasks of the clerk and treasurer to Business Manager Jennifer Drotts. This motion, made by LuAnn Robinson and seconded by Pam Thompson, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

7. Adjournment

Motion to adjourn the Annual Organizational Meeting at 6:21 p.m. This motion, made by Amanda Reed and seconded by Lloyd Kongsjord, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

Regular Business Meeting
Monday, January 10, 2022 6:30 PM Central

Deer River High School Media Center
101 1st Avenue
Deer River, MN 56636

Travis Anttila: Absent
Kyle Fairbanks: Present
Lloyd Kongsjord: Present
Amanda Reed: Present
LuAnn Robinson: Present
Pam Thompson: Present
Present: 5, Absent: 1.
Travis Anttila: Present
Present: 6.
Travis Anttila: Absent
Present: 5, Absent: 1.
Meeting called to order at 6:30 p.m.

1. Call to Order

2. Agenda Approval

Motion to approve agenda. This motion, made by Amanda Reed and seconded by Kyle Fairbanks, Carried.
Travis Anttila: Yea, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 6, Nay: 0
Motion to approve agenda. This motion, made by Amanda Reed and seconded by Kyle Fairbanks, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

3. Recognition of Visitors
No visitors or correspondence received.

4. Regular Business

4.A. Approval of Minutes, Monthly Meeting - December 13, 2021

Motion to approve official minutes of the December 13, regular meeting. This motion, made by Amanda Reed and seconded by Kyle Fairbanks, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

4.A.1. Approval of Minutes, Truth in Taxation Public Hearing - December 13, 2021

Motion to approve official minutes of the December 13, Truth in Taxation Public Hearing. This motion, made by Amanda Reed and seconded by Kyle Fairbanks, Carried.

Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

4.A.2. Approval of Minutes, World's Best Workforce/Achievement and Integration Plan Public Hearing - December 13, 2021

Motion to approve official minutes of the December 13, World's Best Workforce/Achievement and Integration Plan Public Hearing. This motion, made by Amanda Reed and seconded by Kyle Fairbanks, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

4.B. Approval of Accounts Payable / Payroll / Transfers for December 2021

Motion to approve. This motion, made by LuAnn Robinson and seconded by Amanda Reed, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

4.C.

Consent Agenda
January 10, 2022

~Any Board Member may request that any item be removed from this consent agenda and moved to a regular agenda item~

1. Appointments:

Darla King; Custodian effective December 14, 2021.
Allison Prica; Paraprofessional effective December 20, 2021.
McKenzie Grossell; Paraprofessional (.56 FTE) effective January 3, 2022.
Brandon Baker; Community Education After School Assistant effective January 1, 2022.

2. Resignations

Kerrion Cowans; Paraprofessional effective December 15, 2021.
Bill Plate; Assistant Softball Coach effective December 10, 2021.
Morgan Hart: Paraprofessional effective December 20, 2021.
Rebecca Baumgarner; Food Service effective December 31, 2021.
Ashley Evans; Human Resource Manager effective January 31, 2022.

3. Terminations:

Rachel White; Paraprofessional effective January 5, 2022.

4. Other:

Sherwin Obey; Anishinaabe Education Tutor contract revision.
Rachel Herring; Anishinaabe Education Tutor contract revision.
Natalie Bebeau; Academic Tutor contract revision.

5. Information Items

5.A. Introduction to the Link to Equity Project
Joe Akre presented an orientation to the Link to Equity project collaboration with the University of Minnesota.

5.B. Revised or New Policies for a First Reading
Since it is a required emergency policy, a recommendation to approve has been pre-placed in the action agenda Item 6.A.

5.C. Review of Safe Schools Plan

5.D. Elementary Principal's Report

5.E. High School Principal's Report

5.F. Activities Program Report

5.G. Building and Grounds Department Report

5.H. Full Service Community Schools Program Report

5.I. Board Member or Committee Reports
Directors Thompson and Robinson shared with the full board that the Meet and Confer meeting was very beneficial and they sensed hope for a positive impact.

5.J. Superintendent's Report

6. Action Items

6.A. Emergency Approval of Policy 491 - Mandatory COVID-19 Vaccination or Testing and Face Coverings

Motion to approve Emergency Policy 491. This motion, made by Amanda Reed and seconded by Pam Thompson, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

6.B. Revised or New Policies for Second Reading

Motion to approve all policies following their second reading. This motion, made by Amanda Reed and seconded by LuAnn Robinson, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

6.C. Proposed Revision of Health and Safety Resolution

Motion to introduce and approve the revised Health and Safety Resolution by roll call vote. This motion, made by Kyle Fairbanks and seconded by Amanda Reed, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

6.D. Recommendation for a Conditional Reinstatement of an Expelled Student

Motion to conditionally reinstate by majority vote. This motion, made by Pam Thompson and seconded by LuAnn Robinson, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

Discussion occurred regarding the perceived safety of staff members upon the students return. Mr. Akre provided details about the conditions for receiving in-person instruction during the remaining expulsion period. The consensus of the board is that they would like regular progress updates at upcoming board meetings.

7. Future Meetings

The next regular meeting is set for the Deer River High School Media Center at 6:00 p.m. on February 14.

8. Adjournment

Motion to adjourn at 7:45 p.m. This motion, made by Amanda Reed and seconded by Lloyd Kongsjord, Carried.
Travis Anttila: Absent, Kyle Fairbanks: Yea, Lloyd Kongsjord: Yea, Amanda Reed: Yea, LuAnn Robinson: Yea, Pam Thompson: Yea
Yea: 5, Nay: 0, Absent: 1

ISD #317 - Deer River

Cash & Investment Balances

Month Ended January 31st, 2022

Funds	Cash Balance 12/31/2022	Receipts	Adjustments / Disbursements	Cash Balance 1/31/2022
General	$3,523,603.52	$956,329.12	$1,398,988.08	$3,080,944.56
Food Service	$248,485.75	$66,513.67	$136,836.69	$178,162.73
Transportation	-$1,571,992.24	$36,760.90	$90,883.61	-$1,626,114.95
Community Service	$60,533.42	$2,820.14	$10,017.25	$53,336.31
Capital Expenditure	-$315,128.78	$0.00	$38,633.60	-$353,762.38
Building Construction Fund	$0.00	$0.00	$0.00	$0.00
Debt Service	$1,702,954.73	$65,215.83	$1,425.00	$1,766,745.56
Trust	$3,583.34	$0.00	$0.00	$3,583.34
Activities	$61,375.14	$3,647.07	$3,372.29	$61,649.92
OPEB Trust Cash/Investments	$1,041,123.33	$5,784.17	$9,178.51	$1,037,728.99
Totals	$4,754,538.21	$1,137,070.90	$1,689,335.03	$4,202,274.08

Bank Account Balances

MMDA	$103,968.70
MSDLAF+	$708,891.52
Payroll Checking	$255,573.48
MN Trust/PMA	$365,194.76
Woodland Savings	$508,718.35
Flex Benefit Cash	$31,028.63
Petty Cash	$1,260.00
OPEB Trust Investments	$1,042,669.11
Plus Outstanding Deposits	$1,651,801.60
Less Oustanding Checks	-$466,832.07

Adjusted Bank Account Balances	$4,202,274.08
Flex Benefit Cash	-$31,028.63
OPEB Trust Cash/Investments/Debt Service	-$1,037,728.99
Cash Available to Meet Current Liabilities	**$3,133,516.46**

Deer River ISD #317
Trial Balance Summary Report

Periods: 202207 To: 202207

Comp	L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Account Description	Fin Code	Class	Sub Class	Starting Balance	Debits	Credits	Ending Balance
0317	B	01	101	000				F	Cash - MSDLAF+	B	100	00	1,170,922.97	27,964.14	406,095.81	792,791.30
0317	B	01	101	005				F	Cash - Flex Benefits Accour	B	100	00	31,069.30	0.00	40.67	31,028.63
0317	B	01	101	010				F	Cash - Woodland Bank	B	100	00	89,429.00	534,887.52	484,749.19	139,567.33
0317	B	01	101	020				F	Cash in Payroll	B	100	00	81,963.53	1,260,841.32	1,255,698.41	87,106.44
0317	B	01	101	030				F	Cash-MN Trust/PMA	B	100	00	1,347,956.27	890,952.66	718,436.42	1,520,472.51
0317	B	01	101	060				F	Cash - Woodland Savings	B	100	00	801,002.45	205,044.39	497,328.49	508,718.35
0317	B	01	102	000				F	Petty Cash	B	100	00	1,260.00	0.00	0.00	1,260.00
0317	B	02	101	000				F	Cash - MSDLAF+	B	100	00	65,218.70	0.00	116,267.54	(51,048.84)
0317	B	02	101	010				F	Cash - Woodland Bank	B	100	00	(28,649.70)	3,494.66	10,784.73	(35,939.77)
0317	B	02	101	020				F	Cash in Payroll	B	100	00	(63,440.85)	25,226.39	24,572.75	(62,787.21)
0317	B	02	101	030				F	Cash-MN PMA/Trust	B	100	00	275,357.60	63,019.01	10,438.06	327,938.55
0317	B	03	101	000				F	Cash - MSDLAF+	B	100	00	(1,564,512.34)	0.00	89,244.47	(1,653,756.81)
0317	B	03	101	010				F	Cash - Woodland Bank	B	100	00	(4,141.39)	0.00	822.28	(4,963.67)
0317	B	03	101	020				F	Cash in Payroll	B	100	00	(6,174.17)	2,171.45	2,166.03	(6,168.75)
0317	B	03	101	030				F	Cash-MN PMA Trust	B	100	00	2,835.66	36,760.90	822.28	38,774.28
0317	B	04	101	000				F	Cash - MSDLAF+	B	100	00	(78,019.71)	0.00	8,273.50	(86,293.21)
0317	B	04	101	010				F	Cash - Woodland Bank	B	100	00	2,456.88	0.00	875.13	1,581.75
0317	B	04	101	020				F	Cash in Payroll	B	100	00	(7,622.92)	2,036.41	2,029.91	(7,616.42)
0317	B	04	101	030				F	Cash-MN Trust/PMA	B	100	00	143,719.17	2,820.14	875.12	145,664.19
0317	B	05	101	000				F	Cash - MSDLAF+	B	100	00	(314,258.00)	0.00	38,633.60	(352,891.60)
0317	B	05	101	010				F	Cash - Woodland Bank	B	100	00	(870.78)	0.00	0.00	(870.78)
0317	B	07	101	000				F	Cash - MSDLAF+	B	100	00	1,718,807.90	65,215.83	1,425.00	1,782,598.73
0317	B	07	101	030				F	Cash-MN Trust/PMA	B	100	00	(15,853.17)	0.00	0.00	(15,853.17)
0317	B	08	101	000				F	Cash - MSDLAF+	B	100	00	2,583.34	0.00	0.00	2,583.34
0317	B	08	101	010				F	Cash - Woodland Bank	B	100	00	1,000.00	0.00	0.00	1,000.00
0317	B	11	101	000				F	Cash	B	100	00	50,410.25	160.73	3,433.02	47,137.96
0317	B	11	101	010				F	Cash	B	100	00	11,003.87	3,647.07	100.00	14,550.94
0317	B	11	101	020				F	Cash in payroll	B	100	00	(38.98)	100.00	100.00	(38.98)
0317	B	25	101	000				F	Cash Revocable Trust	B	100	00	(37,036.30)	0.00	9,320.00	(46,356.30)
0317	B	25	101	010				F	Cash	B	100	00	35,632.01	5,784.17	0.00	41,416.18
0317	B	25	104	000				F	OPEB Investments-Revocal	B	100	00	1,042,527.62	141.49	0.00	1,042,669.11
									Report Total:				$4,754,538.21	$3,130,268.28	$3,682,532.41	$4,202,274.08

Deer River ISD #317

Receipt Listing Report with Detail by Deposit

Fund Summary

Fund	Total
01	$956,329.12
02	$66,513.67
03	$36,760.90
04	$2,820.14
07	$65,215.83
11	$3,647.07
25	$5,784.17
Report Total	**$1,137,070.90**

Deer River ISD #317
Exp Summary - Fd, Pro
Period Ending January 31, 2022

Sequence: Fd, Pro

		Description	Adopted22 Annual Budget	Period 202207	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01		General							
	010	Board of Education	47,495.00	1,836.33	17,808.84	37%	244.66	38%	29,441.50
	020	Superintendent	247,048.00	14,876.04	131,468.73	53%	0.00	53%	115,579.27
	050	School Adm	588,185.00	51,001.87	327,718.49	56%	335.91	56%	260,130.60
	105	General Administrative Support	43,817.00	982.00	27,338.97	62%	0.00	62%	16,478.03
	107	Strategic Planning	35,978.00	3,380.24	16,393.76	46%	0.00	46%	19,584.24
	108	Admin Technology Services	10,400.00	270.00	270.00	3%	0.00	3%	10,130.00
	110	Business Services	313,235.00	24,484.91	227,259.19	73%	617.03	73%	85,358.78
	130	Community Relations	77,730.00	1,388.05	8,300.74	11%	0.00	11%	69,429.26
	140	Data Processing	25,000.00	0.00	11,418.51	46%	0.00	46%	13,581.49
	150	Legal Services	2,000.00	1,545.50	2,272.00	114%	0.00	114%	(272.00)
	199	School Elections	500.00	0.00	0.00	0%	0.00	0%	500.00
	200	Voluntary Pre-Kindergarten	175,000.00	0.00	0.00	0%	0.00	0%	175,000.00
	201	Kindergarten	242,781.00	19,232.91	96,244.84	40%	0.00	40%	146,536.16
	203	Elementary Education	1,919,295.00	244,788.82	1,016,577.92	53%	12,091.04	54%	890,626.04
	204	Title Programs	101,567.00	8,186.41	40,970.50	40%	0.00	40%	60,596.50
	206	Safe & Drug Free Schools	17,765.00	0.00	0.00	0%	0.00	0%	17,765.00
	211	Secondary	723,158.00	27,982.63	266,870.21	37%	14,219.35	39%	442,068.44
	212	Art	81,431.00	6,911.25	32,422.40	40%	375.46	40%	48,633.14
	216	Title I	399,847.00	29,707.33	152,092.49	38%	0.00	38%	247,754.51
	218	Gifted and Talented	12,834.00	0.00	0.00	0%	0.00	0%	12,834.00
	219	English Learner	13,914.00	1,182.15	5,910.97	42%	0.00	42%	8,003.03
	220	English	325,774.00	28,106.52	135,484.01	42%	149.89	42%	190,140.10
	230	Foreign Language	100,108.00	10,537.94	43,280.76	43%	0.00	43%	56,827.24
	231	Ojibwe	54,671.00	6,621.95	28,161.02	52%	0.00	52%	26,509.98
	240	Health Physical Ed	249,071.00	23,260.92	104,849.65	42%	0.00	42%	144,221.35
	255	Industrial Education	100,481.00	5,222.12	29,714.15	30%	4,983.18	35%	65,783.67
	256	Mathematics	223,184.00	28,137.43	133,570.82	60%	17.97	60%	89,595.21
	257	Computer Instruction	45,510.00	4,245.56	18,851.23	41%	388.30	42%	26,270.47
	258	Music	257,922.00	20,025.51	104,400.79	40%	607.50	41%	152,913.71

Deer River ISD #317
Exp Summary - Fd, Pro
Period Ending January 31, 2022

Sequence: Fd, Pro

		Description	Adopted22 Annual Budget	Period 202207	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01		General							
	260	Science	255,393.00	20,880.58	106,448.47	42%	182.10	42%	148,762.43
	270	Social Sciences	242,261.00	19,618.29	98,156.42	41%	91.31	41%	144,013.27
	280	Other Regular Inst	51,500.00	1,111.34	11,452.04	22%	0.00	22%	40,047.96
	291	Co-Curricular	27,884.00	0.00	11,234.13	40%	0.00	40%	16,649.87
	292	Boys/Girls Athletics	132,933.00	14,824.59	51,084.82	38%	525.50	39%	81,322.68
	294	Boys Athletics	141,611.00	2,188.13	65,851.02	47%	2,911.30	49%	72,848.68
	296	Girls Athletics	93,189.00	2,977.72	52,307.39	56%	889.90	57%	39,991.71
	298	Extra Curricular	5,185.00	0.00	1,221.89	24%	0.00	24%	3,963.11
	301	Agriculture Science	77,275.00	5,857.83	28,033.51	36%	0.00	36%	49,241.49
	361	Trade and Industrial	35,610.00	8,187.76	40,851.52	115%	0.00	115%	(5,241.52)
	380	Special Needs	24,717.00	472.87	2,401.84	10%	0.00	10%	22,315.16
	399	Career Pathways	4,500.00	0.00	1,029.06	23%	0.00	23%	3,470.94
	400	Special Ed - General (non-reim	58,357.00	0.00	13,834.14	24%	0.00	24%	44,522.86
	401	Speech Impaired	125,057.00	1,765.17	11,218.80	9%	471.59	9%	113,366.61
	402	DCD-MM	235,210.00	12,661.45	70,296.90	30%	1,283.23	30%	163,629.87
	403	Mental Imp-Mod/Sev	98,138.00	8,364.19	45,334.92	46%	0.00	46%	52,803.08
	404	Physically Impaired	163,525.00	4,491.06	26,048.91	16%	129.99	16%	137,346.10
	405	Deaf Hard of Hearing	3.00	0.00	0.00	0%	0.00	0%	3.00
	406	Visually Impaired	50,005.00	1,895.65	9,472.88	19%	0.00	19%	40,532.12
	407	Specific Learning Di	571,232.00	59,519.12	310,408.18	54%	93.93	54%	260,729.89
	408	Emotional Disorder	571,217.00	40,639.43	226,545.38	40%	278.59	40%	344,393.03
	410	Other Health Impairments	153,491.00	8,014.88	42,113.08	27%	0.00	27%	111,377.92
	411	Autistic Spectrum Disorders	133,845.00	5,876.07	33,000.11	25%	169.84	25%	100,675.05
	412	Developmentally Delayed (EC)	347,795.00	30,083.73	164,950.00	47%	147.60	47%	182,697.40
	414	Traumatic Brain Inj	0.00	556.14	3,025.98	0%	0.00	0%	(3,025.98)
	416	Severly Multiply Impaired	52,060.00	2,234.44	11,172.55	21%	0.00	21%	40,887.45
	420	Special Education	1,193,194.00	88,020.00	266,825.19	22%	0.00	22%	926,368.81
	421	School Psychologist	60,000.00	0.00	0.00	0%	0.00	0%	60,000.00
	422	ADSIS	384,808.00	30,693.92	149,638.33	39%	0.00	39%	235,169.67

Deer River ISD #317
Exp Summary - Fd, Pro
Period Ending January 31, 2022

Sequence: Fd, Pro

		Description	Adopted22 Annual Budget	Period 202207	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01		General							
	581	Prekindergarten	50,000.00	0.00	0.00	0%	0.00	0%	50,000.00
	605	Gen Inst Support	485,053.00	48,948.21	228,181.06	47%	146.88	47%	256,725.06
	610	Curriculum/Assessment	321,493.00	25,815.30	129,059.80	40%	0.00	40%	192,433.20
	620	Library Media Center	143,457.00	9,667.25	48,462.44	34%	2,238.55	35%	92,756.01
	630	Human Relations	120,095.00	11,170.40	37,393.29	31%	0.00	31%	82,701.71
	640	Staff Development	165,379.00	5,753.13	45,677.43	28%	0.00	28%	119,701.57
	680	Instruc-Related Technology	439,071.00	45,079.84	405,471.90	92%	43,274.17	102%	(9,675.07)
	710	Counseling-Guidance	193,234.00	15,214.28	64,141.08	33%	0.00	33%	129,092.92
	715	School Security	0.00	35,000.00	35,000.00	0%	0.00	0%	(35,000.00)
	720	Health Services	156,807.00	13,227.38	71,609.28	46%	2,313.84	47%	82,883.88
	790	Other Pupil Support	482,218.00	11,931.48	189,974.27	39%	1,646.48	40%	290,597.25
	810	Plant Operations	1,063,398.00	105,232.68	635,279.73	60%	28,844.95	62%	399,273.32
	850	Capital Facilities	0.00	139,535.28	207,852.98	0%	148,660.00	0%	(356,512.98)
	940	Insurance	72,000.00	0.00	1,595.00	2%	0.00	2%	70,405.00
01		**General**	15,417,901.00	1,401,423.98	6,933,306.71	45%	268,330.04	47%	8,216,264.25
02		Food Service							
	770	Food Services	655,600.00	137,450.33	335,799.80	51%	8,308.34	52%	311,491.86
02		**Food Service**	655,600.00	137,450.33	335,799.80	51%	8,308.34	52%	311,491.86
03		Transportation							
	760	Pupil Transportation	919,356.00	91,619.03	462,262.23	50%	0.00	50%	457,093.77
03		**Transportation**	919,356.00	91,619.03	462,262.23	50%	0.00	50%	457,093.77
04		Community Service							
	505	Community Education	34,871.00	9,608.49	19,043.86	55%	0.00	55%	15,827.14
	580	Early Childhood Family Educ	54,607.00	0.00	0.00	0%	0.00	0%	54,607.00
	582	School Readiness	140,124.00	0.00	0.00	0%	0.00	0%	140,124.00
	583	Preschool Screening	2,430.00	0.00	0.00	0%	0.00	0%	2,430.00
	585	YouthDevel/Servs/After School	37,346.00	415.26	5,163.92	14%	929.00	16%	31,253.08
	590	Other Community Programs	1,078.00	0.00	864.76	80%	0.00	80%	213.24

Deer River ISD #317
Exp Summary - Fd, Pro
Period Ending January 31, 2022

Sequence: Fd, Pro

		Description	Adopted22 Annual Budget	Period 202207	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
04		Community Service							
	591	**Youth Service/Development**	**6,030.00**	**0.00**	**5,142.20**	**85%**	**192.92**	**88%**	**694.88**
04		**Community Service**	**276,486.00**	**10,023.75**	**30,214.74**	**11%**	**1,121.92**	**11%**	**245,149.34**
05		Capital Expenditure							
	108	**Admin Technology Services**	**5,556.00**	**0.00**	**6,320.40**	**114%**	**0.00**	**114%**	**(764.40)**
	140	**Data Processing**	**36,623.00**	**0.00**	**36,257.93**	**99%**	**0.00**	**99%**	**365.07**
	203	**Elementary Education**	**24,800.00**	**0.00**	**32,394.32**	**131%**	**0.00**	**131%**	**(7,594.32)**
	211	**Secondary**	**25,800.00**	**4,213.17**	**42,387.61**	**164%**	**637.13**	**167%**	**(17,224.74)**
	400	**Special Ed - General (non-reim**	**1,000.00**	**0.00**	**0.00**	**0%**	**0.00**	**0%**	**1,000.00**
	680	**Instruc-Related Technology**	**91,958.00**	**0.00**	**89,949.38**	**98%**	**0.00**	**98%**	**2,008.62**
	810	**Plant Operations**	**0.00**	**0.00**	**1,894.38**	**0%**	**0.00**	**0%**	**(1,894.38)**
	850	**Capital Facilities**	**39,920.00**	**26,352.00**	**62,148.83**	**156%**	**0.00**	**156%**	**(22,228.83)**
	865	**LTFM <$100,000**	**96,143.00**	**8,068.43**	**32,323.75**	**34%**	**1,527.78**	**35%**	**62,291.47**
05		**Capital Expenditure**	**321,800.00**	**38,633.60**	**303,676.60**	**94%**	**2,164.91**	**95%**	**15,958.49**
07		Debt Redemption							
	910	**Debt Redemption**	**1,865,904.00**	**1,425.00**	**1,728,333.67**	**93%**	**0.00**	**93%**	**137,570.33**
07		**Debt Redemption**	**1,865,904.00**	**1,425.00**	**1,728,333.67**	**93%**	**0.00**	**93%**	**137,570.33**
08		Trust Fund							
	960	**Other Nonrecurring Items**	**2,500.00**	**0.00**	**0.00**	**0%**	**0.00**	**0%**	**2,500.00**
08		**Trust Fund**	**2,500.00**	**0.00**	**0.00**	**0%**	**0.00**	**0%**	**2,500.00**
11		Student Activities							
	298	**Extra Curricular**	**55,000.00**	**3,372.29**	**11,694.35**	**21%**	**36.93**	**21%**	**43,268.72**
11		**Student Activities**	**55,000.00**	**3,372.29**	**11,694.35**	**21%**	**36.93**	**21%**	**43,268.72**
25		OPEB Revocable Trust							
	935	**Post Employment Benefits**	**75,250.00**	**9,340.83**	**39,982.81**	**53%**	**0.00**	**53%**	**35,267.19**
25		**OPEB Revocable Trust**	**75,250.00**	**9,340.83**	**39,982.81**	**53%**	**0.00**	**53%**	**35,267.19**
		Report Totals:	**19,589,797.00**	**1,693,288.81**	**9,845,270.91**	**50%**	**279,962.14**	**52%**	**9,464,563.95**

Electronic Fund Transfers for ISD #317

	Amount	Date	Initiated By
PMA to Woodland - Payroll	**$525,571.88**	**1/28/2022**	**JD**
PMA to Woodland - Savings	**$205,000.00**	**1/28/2022**	**JD**

Deer River ISD #317
Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
	0317	2	47689	1334101504	Check	1	2247		AMERICAN EAGLE SECURITY SYSTE	Yes	Yes	No	USD	01/07/2022	1,950.00
			47685	1334101505	Check	1	17215	R1	APG MEDIA OF MN	Yes	Yes	No	USD	01/07/2022	1,081.00
			47679	1334101506	Check	1	1063		ARROWHEAD LIBRARY SYSTEM	Yes	Yes	No	USD	01/07/2022	750.00
			47716	1334101507	Check	1	6112		ARROWHEAD RADIO	Yes	Yes	No	USD	01/07/2022	578.00
			47714	1334101508	Check	1	6025		AT&T MOBILITY	Yes	Yes	No	USD	01/07/2022	2,585.25
			47715	1334101509	Check	1	6039		AT&T MOBILITY	Yes	Yes	No	USD	01/07/2022	6,845.72
			47718	1334101510	Check	1	6141		BAUGHMAN, BRIAN	Yes	Yes	No	USD	01/07/2022	145.00
			47676	1334101511	Check	1	04141		BIGFORK HIGH SCHOOL	Yes	Yes	No	USD	01/07/2022	75.00
			47710	1334101512	Check	1	5604		BIX PRODUCE	Yes	Yes	No	USD	01/07/2022	10,752.72
			47682	1334101513	Check	1	11650	R1	BLICK ART MATERIALS LLC	Yes	Yes	No	USD	01/07/2022	580.88
			47699	1334101514	Check	1	4178		BLUE CROSS BLUE SHIELD OF MN	Yes	Yes	No	USD	01/07/2022	4,970.50
			47677	1334101515	Check	1	04959		BROTHERS FIRE PROTECTION CO	Yes	Yes	No	USD	01/07/2022	5,100.00
			47678	1334101516	Check	1	07020		CITY OF DEER RIVER	Yes	Yes	No	USD	01/07/2022	3,511.11
			47717	1334101517	Check	1	6133		CLEVERBRIDGE INC	Yes	Yes	No	USD	01/07/2022	399.00
			47712	1334101518	Check	1	5897		COLE HARDWARE	Yes	Yes	No	USD	01/07/2022	43.50
			47691	1334101519	Check	1	2443		COLOSIMO PATCHIN KEARNEY	Yes	Yes	No	USD	01/07/2022	1,545.50
			47709	1334101520	Check	1	5567	R1	CONSTELLATION ENERGY-GAS DIVI	Yes	Yes	No	USD	01/07/2022	10,657.46
			47706	1334101521	Check	1	5331	R1	CULINEX	Yes	Yes	No	USD	01/07/2022	954.73
			47681	1334101522	Check	1	11090	R1	DEMCO INC	Yes	Yes	No	USD	01/07/2022	258.99
			47700	1334101523	Check	1	4676		DULUTH AREA FAMILY YMCA	Yes	Yes	No	USD	01/07/2022	1,226.00
			47719	1334101524	Check	1	6142		ELLIES, DAVID	Yes	Yes	No	USD	01/07/2022	145.00
			47694	1334101525	Check	1	3122	R1	ERIC ARMIN INC	Yes	Yes	No	USD	01/07/2022	4,213.17
			47683	1334101526	Check	1	1619		FRABONI WHOLESALE INC	Yes	Yes	No	USD	01/07/2022	9,435.17
			47684	1334101527	Check	1	16780	R1	GOPHER SPORT	Yes	Yes	No	USD	01/07/2022	1,090.15
			47680	1334101528	Check	1	1065		GRAINGER, INC	Yes	Yes	No	USD	01/07/2022	160.92
			47697	1334101529	Check	1	4022		HEALTH PARTNERS	Yes	Yes	No	USD	01/07/2022	243.29
			47705	1334101530	Check	1	5226	R1	HEARTLAND BUSINESS SYSTEMS, L	Yes	Yes	No	USD	01/07/2022	15,005.76
			47686	1334101531	Check	1	19222		HILLYARD / HUTCHINSON	Yes	Yes	No	USD	01/07/2022	44.55
			47687	1334101533	Check	1	21500		ISD 0318 - GRAND RAPIDS	Yes	No	No	USD	01/07/2022	250.00
			47688	1334101534	Check	1	21500		ISD 0318 - GRAND RAPIDS	Yes	Yes	No	USD	01/07/2022	8,273.50
			47695	1334101535	Check	1	3399		ISD 6070 - IASC	Yes	Yes	No	USD	01/07/2022	50,000.00
			47713	1334101536	Check	1	5927		JOURDAIN, DAN	Yes	Yes	No	USD	01/07/2022	145.00
			47690	1334101537	Check	1	24000		JURVELIN HARDWARE	Yes	Yes	No	USD	01/07/2022	430.81
			47707	1334101538	Check	1	5457		LAWRENCE, TOM	Yes	No	No	USD	01/07/2022	212.20
			47704	1334101539	Check	1	5100	R1	LEARNING SCIENCES INTERNATION	Yes	Yes	No	USD	01/07/2022	1,218.00
			47720	1334101540	Check	1	6143		LORENTZEN, KENT	Yes	Yes	No	USD	01/07/2022	885.00
			47702	1334101541	Check	1	5005		MADISON NATIONAL LIFE	Yes	Yes	No	USD	01/07/2022	9.50
			47696	1334101542	Check	1	3671		MCDOWELL AGENCY INC	Yes	Yes	No	USD	01/07/2022	982.00
			47703	1334101543	Check	1	5094		MEDICAREBLUE RX	Yes	Yes	No	USD	01/07/2022	1,780.00
			47708	1334101544	Check	1	5540	R1	MINERS INC	Yes	Yes	No	USD	01/07/2022	1,061.44
			47698	1334101545	Check	1	4175		MN DEPT OF LABOR & INDUSTRY	Yes	Yes	No	USD	01/07/2022	310.00

Deer River ISD #317
Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
	0317	2	47693	1334101546	Check	1	2994	R1	MN ENERGY RESOURCES	Yes	Yes	No	USD	01/07/2022	5,884.20
			47711	1334101547	Check	1	5630		MN PEIP	Yes	Yes	No	USD	01/07/2022	2,569.50
			47692	1334101548	Check	1	28900		MN POWER & LIGHT CO	Yes	Yes	No	USD	01/07/2022	5,629.78
			47739	1334101549	Check	1	4842		ARROWHEAD EMBROIDERY	Yes	Yes	No	USD	01/07/2022	92.98
			47743	1334101550	Check	1	5226	R1	HEARTLAND BUSINESS SYSTEMS, L	Yes	Yes	No	USD	01/07/2022	4,403.92
			47726	1334101551	Check	1	2553		MACGILL & CO	Yes	Yes	No	USD	01/07/2022	101.60
			47723	1334101552	Check	1	2058		MN DEPT OF HEALTH	Yes	Yes	No	USD	01/07/2022	1,400.00
			47751	1334101553	Check	1	5911		MN FFA	Yes	Yes	No	USD	01/07/2022	629.00
			47742	1334101554	Check	1	5211	R1	NATIONAL FFA ORGANIZATION	Yes	Yes	No	USD	01/07/2022	190.50
			47728	1334101555	Check	1	2834		NELSON ROOFING INC	Yes	Yes	No	USD	01/07/2022	905.43
			47732	1334101556	Check	1	40600		NESC	Yes	Yes	No	USD	01/07/2022	840.00
			47725	1334101557	Check	1	2309		NICKLASSON ATHLETIC COMPANY	Yes	Yes	No	USD	01/07/2022	29.95
			47721	1334101558	Check	1	14200		NORTHERN STAR COOPERATIVE SE	Yes	Yes	No	USD	01/07/2022	466.50
			47730	1334101559	Check	1	2930		OREILLY AUTOMOTIVE INC	Yes	Yes	No	USD	01/07/2022	55.93
			47754	1334101560	Check	1	6145		ORTLOFF, ERIC	Yes	Yes	No	USD	01/07/2022	40.00
			47729	1334101561	Check	1	2896		PAN-O-GOLD BAKING CO	Yes	Yes	No	USD	01/07/2022	569.00
			47733	1334101562	Check	1	43022		PAUL BUNYAN RURAL TELEPHONE	Yes	Yes	No	USD	01/07/2022	889.92
			47749	1334101563	Check	1	5796		PAULSEN, ALEX	Yes	Yes	No	USD	01/07/2022	197.65
			47734	1334101564	Check	1	43258	R1	PEPSI-COLA COMPANY	Yes	Yes	No	USD	01/07/2022	2,796.15
			47727	1334101565	Check	1	2773		PERSONS, DANIEL	Yes	Yes	No	USD	01/07/2022	145.00
			47735	1334101566	Check	1	44170		POPPLERS MUSIC STORE	Yes	Yes	No	USD	01/07/2022	279.88
			47736	1334101567	Check	1	45845		RAPIDS WELDING SUPPLY	Yes	Yes	No	USD	01/07/2022	52.50
			47753	1334101568	Check	1	6123		RIFTON EQUIPMENT	Yes	Yes	No	USD	01/07/2022	2,756.25
			47724	1334101569	Check	1	2243		ROSS RESOURCES	Yes	Yes	No	USD	01/07/2022	35,400.00
			47731	1334101570	Check	1	4019		RTS	Yes	Yes	No	USD	01/07/2022	486.10
			47752	1334101571	Check	1	6026		SACRED VISIONS PHOTOGRAPHY	Yes	Yes	No	USD	01/07/2022	492.00
			47748	1334101572	Check	1	5571		SAN DIEGO STATE UNIVERSITY	Yes	No	No	USD	01/07/2022	3,225.00
			47737	1334101573	Check	1	46375		SANDSTROM'S	Yes	Yes	No	USD	01/07/2022	8,104.45
			47745	1334101574	Check	1	5265		SHOW YOUR LOGO INC	Yes	Yes	No	USD	01/07/2022	4,764.05
			47746	1334101575	Check	1	5438	R1	SHRED-IT	Yes	Yes	No	USD	01/07/2022	716.51
			47741	1334101576	Check	1	49700		SUPREME SCHOOL SUPPLY CO	Yes	Yes	No	USD	01/07/2022	371.85
			47755	1334101577	Check	1	6147		THE RO BUCKET LLC	Yes	Yes	No	USD	01/07/2022	465.00
			47738	1334101578	Check	1	4829		TRI-STATE BOBCAT INC	Yes	Yes	No	USD	01/07/2022	832.18
			47750	1334101579	Check	1	5904		TWINLAKES CO	Yes	Yes	No	USD	01/07/2022	1,875.00
			47756	1334101580	Check	1	6148		U OF DUBUQUE	Yes	Yes	No	USD	01/07/2022	500.00
			47740	1334101581	Check	1	4850	R1	ULINE	Yes	Yes	No	USD	01/07/2022	656.26
			47744	1334101582	Check	1	52559		UPPER LAKES FOODS, INC	Yes	Yes	No	USD	01/07/2022	34,876.22
			47722	1334101583	Check	1	16430		US FOOD SERVICE	Yes	Yes	No	USD	01/07/2022	18,445.55
			47747	1334101584	Check	1	54801	R1	XEROX CORP	Yes	Yes	No	USD	01/07/2022	3,705.49
			47772	1334101585	Check	1	2954		ABILITY FURNACE	Yes	No	No	USD	01/25/2022	4,025.00
			47757	1334101586	Check	1	02954		ARCC	Yes	No	No	USD	01/25/2022	270.00

Deer River ISD #317
Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
	0317	2	47784	1334101587	Check	1	6025		AT&T MOBILITY	Yes	No	No	USD	01/25/2022	50.15
			47766	1334101588	Check	1	24006		BERGANKDV LTD	Yes	No	No	USD	01/25/2022	1,900.00
			47782	1334101589	Check	1	5604		BIX PRODUCE	Yes	Yes	No	USD	01/25/2022	252.46
			47774	1334101590	Check	1	3902		BOWSTRING, FRANKLIN E	Yes	No	No	USD	01/25/2022	85.00
			47758	1334101591	Check	1	04921		BRINK, WILLIAM	Yes	No	No	USD	01/25/2022	145.00
			47759	1334101592	Check	1	06755	R1	CENTRAL RESTAURANT EQUIPMENT	Yes	No	No	USD	01/25/2022	20,279.00
			47785	1334101593	Check	1	6098		COOPER COMMISSIONING	Yes	Yes	No	USD	01/25/2022	1,100.00
			47781	1334101594	Check	1	5331	R1	CULINEX	Yes	Yes	No	USD	01/25/2022	308.07
			47779	1334101595	Check	1	4723		DEER RIVER BAND BOOSTERS	Yes	No	No	USD	01/25/2022	70.00
			47761	1334101596	Check	1	11090	R1	DEMCO INC	Yes	No	No	USD	01/25/2022	276.93
			47762	1334101597	Check	1	1619		FRABONI WHOLESALE INC	Yes	Yes	No	USD	01/25/2022	7,774.20
			47760	1334101598	Check	1	1065		GRAINGER, INC	Yes	No	No	USD	01/25/2022	363.30
			47775	1334101599	Check	1	4036		GRAPHIC EDGE	Yes	Yes	No	USD	01/25/2022	5,371.91
			47763	1334101600	Check	1	19222		HILLYARD / HUTCHINSON	Yes	Yes	No	USD	01/25/2022	13,397.12
			47764	1334101601	Check	1	20742		IDEAL IMPRESSIONS	Yes	Yes	No	USD	01/25/2022	434.64
			47765	1334101602	Check	1	21040		ISD 0113-WHA	Yes	No	No	USD	01/25/2022	225.00
			47780	1334101603	Check	1	4896		ISD 0182 - CROSBY IRONTON	Yes	No	No	USD	01/25/2022	150.00
			47783	1334101604	Check	1	5996		ISD 2909 - ROCK RIDGE	Yes	No	No	USD	01/25/2022	125.00
			47773	1334101605	Check	1	3831		LYONS, NATE	Yes	No	No	USD	01/25/2022	173.00
			47771	1334101606	Check	1	28824		MASBO	Yes	No	No	USD	01/25/2022	125.00
			47777	1334101607	Check	1	4076	R1	MASSP	Yes	No	No	USD	01/25/2022	320.00
			47767	1334101608	Check	1	2610		NOR-TRAN INC	Yes	Yes	No	USD	01/25/2022	88,291.17
			47769	1334101609	Check	1	2745		OTT, ROB	Yes	No	No	USD	01/25/2022	145.00
			47770	1334101610	Check	1	2773		PERSONS, DANIEL	Yes	No	No	USD	01/25/2022	85.00
			47776	1334101611	Check	1	4037		SCHIMEK, BRENT	Yes	Yes	No	USD	01/25/2022	5,000.00
			47778	1334101612	Check	1	4320		SHIPWRECK BEADS	Yes	No	No	USD	01/25/2022	5,761.23
			47768	1334101613	Check	1	2737		SKAAR, GORDY	Yes	No	No	USD	01/25/2022	107.40
			47795	1334101614	Check	1	6134		BERGLAND, GRACE	Yes	Yes	No	USD	01/26/2022	100.00
			47792	1334101615	Check	1	4897	R1	BLACKBOARD INC	Yes	No	No	USD	01/26/2022	3,487.50
			47786	1334101616	Check	1	04921		BRINK, WILLIAM	Yes	No	No	USD	01/26/2022	85.00
			47790	1334101617	Check	1	4505		FLOERSHEIM, WILLIAM	Yes	No	No	USD	01/26/2022	162.00
			47788	1334101618	Check	1	3728		ITASCA CO SHERIFFS OFFICE	Yes	No	No	USD	01/26/2022	10.00
			47796	1334101619	Check	1	6150		LIEN, NOAH	Yes	Yes	No	USD	01/26/2022	75.00
			47797	1334101620	Check	1	6151		MEYER, BRYCE	Yes	Yes	No	USD	01/26/2022	100.00
			47789	1334101621	Check	1	3806		MORRISON, MARK	Yes	Yes	No	USD	01/26/2022	140.00
			47794	1334101622	Check	1	5796		PAULSEN, ALEX	Yes	No	No	USD	01/26/2022	359.44
			47787	1334101623	Check	1	2773		PERSONS, DANIEL	Yes	No	No	USD	01/26/2022	184.40
			47791	1334101624	Check	1	47291	R1	SIEMENS INDUSTRY	Yes	No	No	USD	01/26/2022	153,512.00
			47793	1334101625	Check	1	4946		TREVENA, BRENT	Yes	No	No	USD	01/26/2022	85.00
			47799	1334101626	Check	1	01460		AMERICAN DISPOSAL	Yes	No	No	USD	01/31/2022	7,167.37
			47800	1334101627	Check	1	02400		ANDERSON GLASS INC	Yes	No	No	USD	01/31/2022	393.50

Deer River ISD #317
Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
	0317	2	47808	1334101628	Check	1	4954		ANDERSON IND SCALES INC	Yes	No	No	USD	01/31/2022	125.00
			47805	1334101629	Check	1	2993		BOND TRUST SERVICES CORP	Yes	No	No	USD	01/31/2022	1,425.00
			47801	1334101630	Check	1	07020		CITY OF DEER RIVER	Yes	No	No	USD	01/31/2022	17,500.00
			47811	1334101631	Check	1	5721		DAKOTA MAILING INC	Yes	No	No	USD	01/31/2022	5,047.62
			47802	1334101632	Check	1	10942		DEER RIVER LUMBER	Yes	No	No	USD	01/31/2022	1,012.48
			47809	1334101633	Check	1	5226	R1	HEARTLAND BUSINESS SYSTEMS, L	Yes	No	No	USD	01/31/2022	2,448.33
			47803	1334101634	Check	1	24000		JURVELIN HARDWARE	Yes	No	No	USD	01/31/2022	234.26
			47810	1334101635	Check	1	5577	R1	KRUEGER INTERNATIONAL INC	Yes	No	No	USD	01/31/2022	252.00
			47815	1334101636	Check	1	6100		LOFFLER COMPANIES INC	Yes	No	No	USD	01/31/2022	2,107.20
			47804	1334101637	Check	1	27260	R1	MCGRAW-HILL SCHOOL EDUCATION	Yes	No	No	USD	01/31/2022	850.98
			47813	1334101638	Check	1	6063		METROPOLITAN MECHANICAL CONT	Yes	No	No	USD	01/31/2022	6,132.50
			47814	1334101639	Check	1	6099	R1	MMI-CCPR SCHOOL TECH REPAIR LI	Yes	No	No	USD	01/31/2022	1,430.91
			47807	1334101640	Check	1	4925		NATIONAL ENERGY CONTROL CORP	Yes	No	No	USD	01/31/2022	209.51
			47812	1334101641	Check	1	6058		PREMIER FURNITURE AND EQUIPME	Yes	No	No	USD	01/31/2022	13,442.00
			47798	1334101642	Check	1	01204	R1	RENAISSANCE LEARNING, INC	Yes	No	No	USD	01/31/2022	1,468.80
			47806	1334101643	Check	1	3272		SVL SERVICE CORPORATION	Yes	No	No	USD	01/31/2022	621.71
									Bank Total: 2						$672,527.21
									Report Total:						$672,527.21

Deer River High School
101 First Avenue NE
PO Box 307
Deer River, MN 56636

King Elementary School
504 5th St. SE
PO Box 307
Deer River, MN 56636

HOPE.HAPPINESS. SUCCESS.
bagosendam. minawaanigozi. gashkitoon

Consent Agenda
February 14, 2022

~Any Board Member may request that any item be removed from this consent agenda and moved to a regular agenda item~

1. Appointments:
   Karla Foix; Paraprofessional
   Tayler Goggeleye; Assistant Softball Coach for the 2021-2022 school year.
   Justice Arfsten; temporary custodian for the 2021-2022 school year.
   Hailey Olson; Assistant Cook effective January 13, 2022.
   Hunter Dubbels; HR Assistant effective February 1, 2022.
   Patty Schimek; Business Office Specialist effective January 17, 2022.
   Terry Norgord; Paraprofessional for the 2021-2022 school year.
   David Olson; DFC Coordinator effective February 1, 2022.
   Ashley Evans; HR Advisor effective February 1, 2022.
   Brent Schimek; Activities Director and Building and Grounds Director effective July 1, 2022.
   Mandy Windorski; HR Manager effective February 8th, 2022

2. Resignations
   Patty Schimek; MARSS Specialist/Reception effective January 14, 2022
   Allyssa Hoshal; Paraprofessional effective January 20, 2022.
   Samantha Rupar; 1st grade teacher effective June 3, 2022.
   Amy Box; 2nd grade teacher effective June 3, 2022.
   Katie Vickerman; Paraprofessional effective February 4, 2022.
   Tessa Donell; Cultural Education Assistant effective January 28, 2022.
   David Olson; Paraprofessional effective January 31, 2022
   Renee Henderson; Digital Media Specialist effective ~ June 10, 2022.

3. Terminations:

4. Other:
   Ara Anderson; notice to return to Instructional Technology Coach position on July 1, 2022.
   Natalie Bebeau; revised contract effective January 31, 2022.

Deer River High School
101 First Avenue NE
PO Box 307
Deer River, MN 56636
"Home of the Warriors"

DEER RIVER SCHOOLS

Dedicated to develop lifelong learners prepared to succeed in an ever-changing world

King Elementary School
504 5th St. SE
PO Box 307
Deer River, MN 56636
"King Pride"

Memorandum

To: Deer River School Board

CC:

From: Joseph G. Akre

Date: 2/3/2022

Re: Recommendation for Tessa Donnell

I would like to recommend Ms. Tessa Donnell be reassigned to a High School Paraprofessional position affective 1/31/2022.

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101 First Avenue NE
PO Box 307
Deer River, MN 56636
"Home of the Warriors"

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King Elementary School
504 5th St. SE
PO Box 307
Deer River, MN 56636
"King Pride"

Memorandum

To: Deer River School Board

CC: Ashley Evans

From: Joseph G. Akre

Date: 1/30/2022

Re: Recommendation for

On 01/21/2022, I interviewed one candidate for the HS paraprofessional position available at Deer River Schools for the 2021/22 school year. I would like to recommend Mr. Terry Norgord for the position.

AGREEMENT
between
INDEPENDENT SCHOOL DISTRICT #317
and
BUSINESS OFFICE SPECIALIST

January 17, 2022– June 30, 2023

ARTICLE I: PARTIES

The School Board of Independent School District No. 317, Deer River, Minnesota enters into this agreement with Patricia Schimek, ("Employee") who agrees to perform the duties of Business Office Specialist commencing on January 17, 2022, through June 30, 2023.

ARTICLE II: BASIC PROVISIONS

Section 1: Basic Service. The Business Office Specialist shall faithfully perform the services prescribed by the School Board whether such services are specifically described in this contract or in a general job description, and abide by the rules, regulations and policies as established by the School Board.

Section 2: Duty Year. The duty year shall be a twelve-month contract year as provided herein and the employee shall perform services on those legal holidays on which the School District is authorized to conduct school if the Superintendent so determines. Employee shall be on duty during any emergency, natural or unnatural, unless excused by the Superintendent.

Section 3: Mutual Consent. This Agreement may be terminated at any time by mutual agreement of the parties expressed in written form.

The School District shall have the absolute right to impose discipline on employee for cause. Said discipline may include suspension without pay, demotion, or termination.

Section 4: Vacation. Employee shall earn vacation as follows:

Years 0-1	Five (5) days
Years 2-5	Ten (10) days
Years 6-10	Fifteen (15) days
Years 11-15	Twenty (20) days
Years 16 and longer	Twenty-five (25) days

*Previous continued ISD #317 work years are to be applied.

Section 5: Holidays. Employee shall be entitled to twelve (12) paid holidays each contract year as follows: Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, Christmas Eve, Christmas Day, the day after Christmas, New Year's Day, President's Day, Good Friday, Easter Monday, and Memorial Day.

Employee shall be given a floating holiday when Easter Monday falls on a day when school is in session.

Section 6: Wage

Business Office Specialist

FY22: $55,000.00 annual salary (to be pro-rated based on January 17, 2022, start date)
FY23: $56,100.00 annual salary

ARTICLE III: BENEFITS

Section 1: Health, Hospitalization and Dental. Insurance benefits shall be those provided under the existing group insurance policies for the amounts listed below.

Health insurance:

Single insurance: up to $770.00 per month ($150.00 to HRA/$620.00 towards premium)
Family insurance: up to $1,200.00 per month ($200.00 to HRA/$1,000.00 towards premium)

Dental insurance:

Employee shall receive up to $60.00 per month.

Section 2: Life Insurance. The Board shall pay up to $125.00 per year for the district group life insurance for $50,000 term life insurance policy.

Section 3: Long Term Disability Insurance. The School District shall provide full payment for the group Long-Term Disability Income Plan.

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

Section 5: Tax Sheltered Annuities. Employees who are regularly employed and who have completed at least three (3) years of service with Independent School District #317 shall be eligible to participate in a 403b matching contribution plan.

Independent School District #317 will contribute annually an amount equal to the amount contributed by the eligible employee to the 403b plan not to exceed the amounts shown in the following formula:

~~3-5 year of service in ISD #317 = $1,200.00~~
6-14 years of service in ISD #317 = $1,500.00
15 or more years of service in ISD #317 = $2,200.00
*Previous continued ISD #317 work years are to be applied.

Section 6: Conferences and Meetings. The School District shall pay all legally valid expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by the Superintendent.

Section 7: Car Expenses. While on school business, employees will be provided with a school vehicle at School District expense or be compensated for authorized use of his/her private vehicle, according to district policy.

ARTICLE IV: LEAVES

Section 1: Sick Leave. Employees shall earn one (1) day per month, accumulated to 140 days maximum.

Section 2: Bereavement Leave. In the event of a death in the immediate family, up to four (4) days of sick leave may be used for bereavement. For the purposes of this section, "immediate family" is defined as spouse; the employee's or spouse's child, parent, stepchild, brother or sister, grandparents or grandchildren; or the son-in-law or daughter-in-law of the employee. Two (2) days bereavement leave will be granted in the event of a death of an extended family member. One (1) day bereavement leave will be granted in the event of a non-family member.

Bereavement leave will be deducted from sick leave. Vacation days may be used in addition to bereavement leave specified herein.
This contract shall be effective only upon signature of the officers of the School Board after authorization for such signature was given by appropriate action of the School Board and recorded in its minutes.

IN WITNESS THEREOF, I have subscribed by signature this 14th day of January, 2022.

Patricia Schimek
Patricia Schimek

IN WITNESS THEREOF, I have subscribed by signature this _____th day of February, 2022.

ISD #317 School Board

ISD #317 School Board

CONTRACT FOR INDIAN EDUCATION TUTOR
INDEPENDENT SCHOOL DISTRICT NO. 317
DEER RIVER, MINNESOTA

The School Board of Independent School District #317, Deer River, Minnesota enters into this agreement with **Natalie Bebeau** who agrees to provide services as an ACADEMIC TUTOR in the public school for the 2021 – 2022 school year and 2022-2023 school year .

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

I. **Basic Services**

Said ACADEMIC TUTOR shall faithfully perform the services prescribed by the School Board or its designated representative, whether or not such services are specifically described in this contract or general job description, abide by the rules, regulations and policies as established by the School Board, the State Board of Education and the Federal rules and Regulations of the Success for the Future Program and any additions or amendments thereto, for the hourly rate indicated below, and agrees to provide services in the school of said district as assigned.

II. **Duty Year**

The duty year shall be 171 days (student scheduled days). The ACADEMIC TUTOR shall work 7 hours per day, Monday through Friday on student days.

III. **Leaves**

1. *Sick leave:* The ACADEMIC TUTOR shall earn one (1) day of sick leave per month of service accrued at the end of each month. Unused sick leave may accumulate to a maximum of 130 days. Use of sick leave must be reported on the Aesop absence reporting system.

2. *Personal leave:* The ACADEMIC TUTOR may be granted three (3) day of personal leave per contract year by prior approval of the Superintendent if the ACADEMIC TUTOR requires time off to attend to matters requiring his/her attention that cannot be taken care of outside the normal work day. Personal leave will be accrued to the ACADEMIC TUTOR at the start of the contract year. Use of personal leave must be reported on the Aesop absence reporting system.

IV. **Insurance**

1. *Health Insurance:* The School District will pay up to $545.00 per month toward the monthly premium cost for single group health coverage (plus $125.00 per month VEBA contribution), and $900.00 toward the monthly premium cost for family group health coverage (plus $175.00 per month VEBA contribution).

2. *Dental Insurance:* The School District will pay $40.00 per month toward the monthly premium cost for single or family group dental coverage.

3. *Life Insurance:* The School District will pay the premium, not to exceed $61.00 per year, for $25,000 term life insurance coverage under the existing group life insurance plan.

4. *Long-term Disability Insurance:* The School District will pay the premium for long- term disability insurance under the existing group insurance plan.

V. **Other Benefits**

1. *Tax-sheltered Annuities:* The ACADEMIC TUTOR will be eligible to participate in the tax-sheltered annuity plan as established pursuant to U.S. Public Law 87.370, M.S. 123.35, subd. 12 and the School District policy.

2. *403(b) Matching Contributions:* After completing five (5) years of service with Independent School District 317, the School District will contribute annually an amount equal to the amount contributed by the ACADEMIC TUTOR to the 403(b) plan not to exceed $550.00 per contract year.

3. *Expenses:* Expenses shall be paid according to School District policy when the ACADEMIC TUTOR is required to attend meetings outside of the district.

VI. **Salary**

The salary for the 2021-2022 School Year shall be
$20.86 x 7 hours per day x 171 days = $24,970.00

The ACADEMIC TUTOR shall be paid twice a month, in 24 equal installments.

This contract was revised on January 31, 2022. Effective January 31, 2022 through June 3, 2022 Natalie Bebeau shall have .6 fte paid at an hourly rate of $32.19 and the remaining .4 FTE paid at $20.86 per hour. Natalie Bebeau's new contract amount for 2021-2022 is **$29,062.78.

This contract was revised on December 30, 2021 from $18.36 per hour to $20.86 per hour. Rate increase will be retroed to beginning of the 2021-2022 school year*

The salary for the 2022-2023 School Year shall be:
$21.28 x 7 hours per day x 171 days = $25,469.00

VII. **Termination During the Term**

~~This contract may be terminated during the term of this contract by either party by thirty (30) days~~ written notice.

IN WITNESS THEREOF, I have subscribed my signature this 10th day of Feb, 2022.

Natalie Bebeau

Natalie Bebeau
ACADEMIC TUTOR

IN WITNESS THEREOF, on behalf of the School District, we have subscribed our signatures this _____ day of _____, 2022.

_____
Chairperson

_____
Clerk

AGREEMENT
between
INDEPENDENT SCHOOL DISTRICT #317
and
YOUTH SUBSTANCE PREVENTION PROJECT COORDINATOR

February 1, 2022 – September 30, 2022

The School Board of Independent School District #317, Deer River, Minnesota enters into this Agreement with **David Olson,** who agrees to perform the duties of YOUTH SUBSTANCE PREVENTION PROJECT COORDINATOR in the public schools of the district commencing February 1, 2022 – September 30, 2022.

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

I. **Basic Services**

Said YOUTH SUBSTANCE PREVENTION PROJECT COORDINATOR shall faithfully perform the services prescribed by the School Board whether or not such services are specifically described in this contract or in the general job description, abide by the rules, regulations and policies as established by the School Board, the State Board of Education and the Federal rules and Regulations of the Drug Free Communities Project and any addition or amendments thereto, for the annual salary indicated below.

II. **Duty year, Expiration and Mutual Consent**

1. *Duty year:* The duty year shall be February 1, 2022 – September 30, 2022. The normal work day shall be 8 hours, Monday through Friday, with occasional non-traditional hours as needed to achieve project objectives/strategies/activities.

2. *Expiration:* This contract shall expire at the end of the term specified in Section 1 hereof, or at the termination of the Drug Free Communities Grant, whichever occurs first. At the conclusion of its term, neither party shall have any further claim against the other, and the District's employment of the YOUTH SUBSTANCE PREVENTION PROJECT COORDINATOR shall cease.

3. *Mutual Consent:* This contract may be terminated at any time by the parties expressed in in written form with two weeks advance notice.

The School District shall have the absolute right to impose discipline on employee for cause. Said discipline may include suspension without pay, demotion, or termination.

III. **Leaves**

1. *Sick leave:* Sick leave for the YOUTH SUBSTANCE PREVENTION PROJECT COORDINATOR shall accrue at the rate of one (1) day per month worked. Unused sick leave may accumulate to a maximum of 130 days. Use of sick leave must be reported on the Aesop absence reporting system.

2. *Vacation leave:* The YOUTH SUBSTANCE PREVENTION PROJECT COORDINATOR shall be granted ten (10) days of vacation leave at the start of the contract year. Use of vacation leave must be reported on the absence reporting system.

IV. **Holidays**

Employee shall be entitled to twelve (12) paid holidays each contract year as follows: Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, Christmas Eve, Christmas Day, the day after Christmas, New Year's Day, President's Day, Good Friday, Easter Monday, and Memorial Day.

Employee shall be given a floating holiday when Easter Monday falls on a day when school is in session.

V. **Insurance**

1. *Health Insurance:* The School District shall pay up to $770 per month for single coverage or $1200 per month for family coverage. The employee is responsible for determining how much of the monthly contribution goes towards the health insurance premium and how much goes toward the employees' health reimbursement account.

2. *Dental Insurance:* The School District will pay up to $62 per month for single or family coverage under the existing group dental plan.

3. *Life Insurance:* The School District will pay up to $125 annually toward the premium for $50,000 term life insurance under the existing group life insurance plan.

4. *Long-term Disability Insurance:* The School District will pay the premium for long-term disability under the existing group insurance plan.

VI. **Other Benefits**

1. *Expenses:*
   Expenses shall be paid according to School District policy when the YOUTH SUBSTANCE PREVENTION PROJECT COORDINATOR is required to attend meetings outside of the District.
2. *Cell Phone:*
   Employee shall be eligible to participate in the school district's cell phone plan pursuant to school board policy.

VII. **Salary**

~~The salary for October 1, 2021 – September 30, 2022 shall be $50,000. (to be pro-rated based on February 1,~~ 2022 start date)

VIII. **Termination due to loss of Funding**

In the event that the grant funding used to pay for covered items and services under this Contract is reduced or terminated, this Contract shall automatically terminate, unless both parties agree to a modification of obligations under this contract and/or contract is renegotiated.

IN WITNESS THEREOF, I have subscribed my signature this 3rd day of February, 2022.

David Olson
YOUTH SUBSTANCE PREVENTION PROJECT COORDINATOR

IN WITNESS THEREOF, we have subscribed our signatures this _____th day of February, 2022.

School Board Chairperson

School Board Clerk

AGREEMENT
between
INDEPENDENT SCHOOL DISTRICT #317
and
HUMAN RESOURCES ASSISTANT

February 1, 2022– June 30, 2023

ARTICLE I: PARTIES
The School Board of Independent School District No. 317, Deer River, Minnesota enters into this agreement with Hunter Dubbels ("Employee") who agrees to perform the duties of Human Resources Assistant commencing on February 1, 2022, through June 30, 2023.

ARTICLE II: BASIC PROVISIONS

Section 1: Basic Service. The Human Resources Assistant shall faithfully perform the services prescribed by the School Board whether such services are specifically described in this contract or in a general job description, and abide by the rules, regulations and policies as established by the School Board.

Section 2: Duty Year. The duty year shall be a twelve-month contract year as provided herein and the employee shall perform services on those legal holidays on which the School District is authorized to conduct school if the Superintendent so determines. Employee shall be on duty during any emergency, natural or unnatural, unless excused by the Superintendent.

Section 3: Mutual Consent. This Agreement may be terminated at any time by mutual agreement of the parties expressed in written form.

The School District shall have the absolute right to impose discipline on employee for cause. Said discipline may include suspension without pay, demotion, or termination.

Section 4: Vacation. Employee shall earn vacation as follows:

Years 0-5	Ten (10) days
Years 6-10	Fifteen (15) days
Years 11-15	Twenty (20) days
Years 16 and longer	Twenty-five (25) days

*To be pro-rated based on start date of February 1, 2022

Section 5: Holidays. Employee shall be entitled to twelve (12) paid holidays each contract year as follows: Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, Christmas Eve, Christmas Day, the day after Christmas, New Year's Day, President's Day, Good Friday, Easter Monday, and Memorial Day.

Employee shall be given a floating holiday when Easter Monday falls on a day when school is in session.

Section 6: Wage

Human Resources Assistant

FY22: $40,000.00 annual salary (to be pro-rated based on February 1, 2022, start date)
FY23: $40,800.00 annual salary

ARTICLE III: BENEFITS

Section 1: Health, Hospitalization and Dental. Insurance benefits shall be those provided under the existing group insurance policies for the amounts listed below.

Health insurance:

Single insurance: up to $770.00 per month ($150.00 to HRA/$620.00 towards premium)
Family insurance: up to $1,200.00 per month ($200.00 to HRA/$1,000.00 towards premium)

Dental insurance:

Employee shall receive up to $60.00 per month.

Section 2: Life Insurance. The Board shall pay up to $125.00 per year for the district group life insurance for $50,000 term life insurance policy.

Section 3: Long Term Disability Insurance. The School District shall provide full payment for the group Long-Term Disability Income Plan.

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

Section 5: Tax Sheltered Annuities. Employees who are regularly employed and who have completed at least three (3) years of service with Independent School District #317 shall be eligible to participate in a 403b matching contribution plan.

Independent School District #317 will contribute annually an amount equal to the amount contributed by the eligible employee to the 403b plan not to exceed the amounts shown in the following formula:

3-5 year of service in ISD #317 =$1,200.00
6-14 years of service in ISD #317 = $1,500.00
15 or more years of service in ISD #317 = $2,200.00

Section 6: Conferences and Meetings. The School District shall pay all legally valid expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by the Superintendent.

Section 7: Car Expenses. While on school business, employees will be provided with a school vehicle at School District expense or be compensated for authorized use of his/her private vehicle, according to district policy.

ARTICLE IV: LEAVES

Section 1: Sick Leave. Employees shall earn one (1) day per month, accumulated to 140 days maximum.

Section 2: Bereavement Leave. In the event of a death in the immediate family, up to four (4) days of sick leave may be used for bereavement. For the purposes of this section, "immediate family" is defined as spouse; the employee's or spouse's child, parent, stepchild, brother or sister, grandparents or grandchildren; or the son-in-law or daughter-in-law of the employee. Two (2) days bereavement leave will be granted in the event of a death of an extended family member. One (1) day bereavement leave will be granted in the event of a non-family member. Bereavement leave will be deducted from sick leave. Vacation days may be used in addition to bereavement leave specified herein.

This contract shall be effective only upon signature of the officers of the School Board after authorization for such signature was given by appropriate action of the School Board and recorded in its minutes.

IN WITNESS THEREOF, I have subscribed by signature this 18th day of January, 2022.

Hunter Dubbels

IN WITNESS THEREOF, I have subscribed by signature this _____th day of February, 2022.

ISD #317 School Board

ISD #317 School Board

AGREEMENT
between
INDEPENDENT SCHOOL DISTRICT #317
and
HUMAN RESOURCE MANAGER
February 8, 2022 – June 30, 2023

ARTICLE I: PARTIES

The School Board of Independent School District No, 317, Deer River, Minnesota enters into this agreement with Amanda Windorski, ("Employee") who agrees to perform the duties of Human Resource Manager commencing on February 8, 2022, through June 30, 2023.

ARTICLE II: BASIC PROVISIONS

Section 1: Basic Service.
The Human Resource Manager shall faithfully perform the services prescribed by the School Board whether such services are specifically described in this contract or in a general job description and abide by the rules, regulations and policies as established by the School Board.

Section 2: Duty Year.
The duty year shall be a twelve-month contract year as provided herein and the employee shall perform services on those legal holidays on which the School District is authorized to conduct school if the Superintendent so determines. Employee shall be on duty during any emergency, natural or unnatural, unless excused by the Superintendent.

Section 3: Mutual Consent.
This Agreement may be terminated at any time by mutual agreement of the parties expressed in written form. The School District shall have the absolute right to impose discipline on employee for cause. Said discipline may include suspension without pay, demotion, or termination.

Section 4: Vacation.
The Human Resources manager shall earn annual paid vacation of twenty (20) working days. Unused vacation must be taken within twelve months after the current contract year in which it was taken.

Section 5: Holidays.
Employee shall be entitled to twelve (12) paid holidays each contract year as follows: Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, Christmas Eve, Christmas Day, the day after Christmas, New Year's Day, President's Day, Good Friday, Easter Monday, and Memorial Day.
Employee shall be given a floating holiday when Easter Monday falls on a day when school is in session.

Section 6: Wage.
Employee shall be a salaried employee and shall earn the following salary:

February 1, 2022 - June 30, 2022	$60,000.00
(To be pro-rated based on 2/1/22 start date).	
July 1, 2022 - June 30, 2023	$61,200.00

Section 7: Renewal.
The School Board or its designee shall notify the Human Resources Manager no later than 60 days prior to the expiration of this agreement regarding the district's intent and desire to renew the agreement.

ARTICLE III: BENEFITS

Section 1: Health. Hospitalization and Dental.
Insurance benefits shall be those provided under the existing group insurance policies for the amounts listed below.

Health insurance:

Single insurance: The district shall contribute up to $770.00 per month ($150.00 to VEBA/HSA; $620.00 towards premium)
Family insurance: The district shall contribute up to $1,592.00 per month ($281.00 to VEBA/HSA; $1,311.00 towards premium)

Dental insurance:

The district shall contribute up to $70.00 per month to the district's dental plan.

Section 2: Life Insurance.
~~The Board shall pay up to $125.00 per year for the district group life insurance for $50,000~~ term life insurance policy.

Section 3: Long Term Disability Insurance.
The School District shall provide full payment for the group Long-Term Disability Income Plan.

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

Section 5: Tax Sheltered Annuities.
Employees who are regularly employed and who have completed at least three (3) years of service with Independent School District #317 shall be eligible to participate in a 403b matching contribution plan. Independent School District #317 will contribute annually an amount equal to the amount contributed by the eligible employee to the 403b plan not to exceed the amounts shown in the following formula:

2-5 year of service in ISD #317 =$1,200.00

6-14 years of service in ISD #317 = $1,500.00
15 or more years of service in ISD #317 = $2,200.00

Section 6: Conferences and Meetings.
The School District shall pay all legally valid expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by the Superintendent.

Section 7: Expenses.
Employee will be reimbursed for legitimate expenses incurred while conducting school business or business conducted with the approval of the Superintendent. Said reimbursement shall be consistent with School District policy.

ARTICLE IV: LEAVES

Section 1: Sick Leave.
Employees shall earn one (I) day per month, accumulated to 140 days maximum.

Section 2: Bereavement Leave.
In the event of a death in the immediate family, up to four (4) days of sick leave may be used for bereavement. For the purposes of this section, "immediate family" is defined as spouse; the employee's or spouse's child, parent, step-child, brother or sister, grandparents or grandchildren; or the son-in-law or daughter-in-law of the employee. Two (2) days bereavement leave will be granted in the event of a death of an extended family member. One (I) day bereavement leave will be granted in the event of a non-family member. Bereavement leave will be deducted from sick leave. Vacation days may be used in addition to bereavement leave specified herein.

This Contract shall be effective only upon the signature of the officers of the School Board after authorization for such signature was given by appropriate action of the School Board and recorded in its minutes.

In witness thereof, I have subscribed by signature this 25 day of January 2022.

Amanda Windorski Amanda Windorski
Amanda Windorski; Employee

In witness thereof, I have subscribed by signature this _____th day of February, 2022.

School Board

School Board

CONTRACT FOR
ACTIVITIES DIRECTOR AND BUILDINGS AND GROUNDS DIRECTOR
INDEPENDENT SCHOOL DISTRICT #317
JULY 1, 2022 THROUGH JUNE 30, 2024

The School Board of Independent School District #317, Deer River, Minnesota enters into this Agreement with ***BRENT SCHIMEK***, who agrees to perform the duties of ***ACTIVITIES DIRECTOR AND BUILDINGS AND GROUNDS DIRECTOR*** in the public schools of the district commencing July 1, 2022 and ending June 30, 2024.

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

I. **Basic Service:**

Said Activities Director/Buildings and Grounds Director shall faithfully perform the services prescribed by the School Board whether or not such services are specifically described in this contract or in general job description, abide by the rules and regulations and policies as established by the State Board of Education, and any additions or amendments thereto, for the annual salary indicated below.

II. **Contract Year:**

The contract years shall be as follows:

July 1, 2022, through June 30, 2024. The contract year shall be twelve (12) months.

III. **Leaves and Holidays:**

1. *Sick leave:* Fifteen (15) sick leave days may be earned for one contract year. Unused sick leave may accumulate to a maximum credit of 140 days.

2. *Vacation:* Twenty (20) working days of vacation shall be granted each year, with the ability to carry over five (5) days each year.

3. *Holidays*: Employee shall be entitled to twelve (12) paid holidays each contract year as follows: Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, Christmas Eve, Christmas Day, the day after Christmas, New Year's Day, President's Day, Good Friday, Easter Monday, and Memorial Day. Employee shall be given a floating holiday when Easter Monday falls on a day when school is in session.

IV. **Insurance:**

1. *Hospital and Medical Insurance.* The School District shall pay up to $770 per month for single coverage for FY2023 and FY2024 or $1,961 per month for family coverage in FY2023 and FY2024. Employee is responsible for determining how much of the monthly contribution goes towards the health insurance premium and how much goes toward the employees' health reimbursement account.

2. *Life Insurance*: The Board of Education will pay the premium, not to exceed $125 per year for $50,000 of term life insurance under the existing group life insurance coverage.

3. *Dental Insurance:* The Board of Education will pay up to $70 per month toward single or family coverage dental insurance under the existing group dental insurance plan.

4. *Long-term Disability Insurance:* The Board of Education will pay for the District's long-term disability policy.

V. **Other Benefits**

1. *Tax Sheltered Annuities:* Tax sheltered annuity is a program that the Board shall continue and will be identified as is established.

   Independent School District #317 will contribute annually an amount equal to the amount contributed by the eligible employee to the 403b plan not to exceed $3000 per contract year.

2. *Expenses:* Expenses shall be paid according to the district policy for school business.

3. *Automobile:* The Activities/Building & Grounds Director may utilize a school vehicle at District expense or be reimbursed at the IRS rate for use of his/her private vehicle for school business according to District policy.

4. *Education Expenses:* The employee may attend a National Activities Director Conference once every five (5) years with prior approval of the Superintendent. The employee must provide appropriate documentation regarding the actual costs incurred.

5. Employee shall be eligible to participate in the school district's cell phone plan pursuant to school board policy.

6. *Career Increment:* Annual Career Increment will be added to the Activities Director salary based on service as the District's Activities Director according to the following schedule:

   In years 12 and beyond: $2,000 per year

Salary
The salary for the 2022-2023 contract year shall be $106,701;
and for 2023-2024 shall be $108,835.

VI. **Termination During the Term**

This contract may be terminated during the term of this contract by either party by written notice.

VII. **Contract**
This contract replaces and supersedes any other contract in place between the two parties involved.

IN WITNESS THEREOF, I have subscribed my signature this 1 day of Feb 2022.

Brent Schimek
Activities Director/Buildings and Grounds Director

IN WITNESS THEREOF, we have subscribed our signatures this _____ day of _____ 2022.

_____
Chairperson of the School Board

_____
Clerk of the School Board

AGREEMENT
between
INDEPENDENT SCHOOOL DISTRICT ISD #317
and
HUMAN RESOURCES ADVISOR
February 1, 2022 – June 30, 2023

The Board of, Independent School District No. 317, Deer River, Minnesota ("District") enters into this agreement with Ashley Evans ("Employee"), who agrees to provide services as a Human Resources Advisor.

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

I. Basic Services:

The Human Resources Advisor shall faithfully perform the services prescribed by the School Board or its designated representative or in an applicable job description, and abide by the rules, regulations, and policies established by the Board.

II.. Mutual Consent:

This Agreement may be terminated at any time by mutual agreement of the parties expressed in written form.

The School District shall have the absolute right to impose discipline on employee for cause. Said discipline may include suspension without pay, demotion, or termination.

III.. Wage:

Employee's wage for the year shall be $75.00 per hour.

IV.. Benefits:

1. Car Expenses

While on school business, Employee will be compensated for authorized use of his/her private vehicle, according to District policy.

IN WITNESS WHEREOF, I have subscribed my signature this 31st day of January 2022

Ashley Evans
Employee

IN WITNESS WHEREOF, I have subscribed my signature this_____ day of _____ 2022

_____
District

DEER RIVER SCHOOLS
HOPE · HAPPINESS · SUCCESS
BAGOSENDAM · MINWAANIGOZI · GASHKITOON

DEER RIVER HIGH SCHOOL
101 First Avenue NE
PO Box 307
Deer River, MN 56636
Home of the Warriors

KING ELEMENTARY SCHOOL
504 5th St. SE
PO Box 307
Deer River, MN 56636
King Pride

Board of Education Priority Goals For 2021-2022

1. Maintain a safe and productive learning environment.
2. Keep King Elementary School and King Learning Center open daily if possible.
3. Keep Deer River High School open daily if possible and adapt as necessary to shift resources to keep King open.
4. Cancel or postpone any non-essential activities that are likely to interfere with goals 1-3.

DEER RIVER

SCHOOLS

HOPE. HAPPINESS. SUCCESS.

bagosendam. minawaanigozi. gashkitoon.

SAFE SCHOOLS PLAN

Updated January 10, 2022

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Appendix B – Minnesota Department of Health Tips

Introduction

The Deer River Safe Schools Plan is a working document to be updated as indicated by changes in public health data. The cover page will contain the date when updated versions have been released.

On June 4, 2021, The Minnesota Safe Learning Plan, as applicable to the Deer River Schools ended. This terminated the requirements in Executive Orders 20-19, 20-82, 20-94 and 20-95. On June 14, the Deer River Board of Education approved a plan to relax most pandemic related restrictions effective June 15. The Board looked forward with the intent to monitor the school district case rate. They planned to meet in special session, should the local case rate rise and sustain above 20 positive cases per 10,000 residents at any time during the summer. Our summer programs were completed successfully, with local case rates very low and no significant transmission through school activities.

Our public health data on October 11 indicates a case rate within the school district boundaries of 153 per 10,000 residents. Therefore, the Board has taken into consideration precautions that can assist in mitigating the spread of COVID-19 to our students, staff, and visitors. The Board will regularly evaluate the risk level and add or remove precautions as indicated by all sources of local data. The Board is regularly informed by recommendations from the Minnesota Department of Health (MDH) and the Centers for Disease Control (CDC), Itasca and Cass County Public Health, and the Leech Lake Band of Ojibwe Tribal Government.

The district's liability insurance policy, Minnesota Department of Education (MDE) guidelines and the Elementary and Secondary Schools Emergency Relief (ESSER III) Funds all require the district to post a Safe Return to In-Person Learning Plan. The plan must describe how the district intends to safely and responsibly operate in the new school year. The plan was presented to the Board and posted in a public format with engagement opportunities available to the public prior to June 21.

Communication

Our Mission

This Safe Schools Plan is based on a foundation of RESPECT. There are no easy answers for each family in assessing the benefits and risks of returning to in-person instruction. The Deer River Public schools will create options that are legal and reasonably safe with regard to local public health information. We will respect the options selected by each family and staff member. Our strategic mission of hope, happiness, and success will not be abandoned despite these unique challenges.

Please take care of yourself and take care of each other!

The customized schedule developed for each student constitutes private educational data. Staff will only discuss an individual student's educational program with people having a legitimate educational interest.

Communication Methods

The District will release regular communication updates in the following ways:

- District website notices and Infinite Campus messages supplemented with mass/social media options. A new website format has been introduced to more effectively share COVID related information https://www.isd317.org/
- Infinite Campus messages sent to the contacts selected in your family profile.
- School Board meeting updates https://meetings.boardbook.org/Public/Organization/2476
- Outdoor digital messaging board at the high school campus.

Safety reminders will be present within the facility, including at the following locations:

- At all hand washing sinks to remind everyone of good hand washing practices.
- On entry doors to remind people who have symptoms or possible exposure not to enter.
- At entries notifying people of the screening methods being utilized.

Urgent Messaging

- The district website and Infinite Campus messaging will be the **official forms of notification** regarding the daily status of school operations.
- The school board has approved an emergency closing protocol, which will be applied to weather, pandemic, or any other reason for closing of the schools on short notice. https://2c8ec67b-9cb2-44c0-b482-a56c2da8c233.filesusr.com/ugd/2e554b_e485f923befd4d2aba04d6c51251934b.pdf

Pandemic Etiquette

The Warrior Way: Take care of yourself and take care of each other!

Universal Disease Prevention Strategies

The District will promote universal strategies to reduce the spread of COVID-19 and other communicable diseases in all school settings. These include: Vaccination when possible, stay home when sick, face coverings, personal protective equipment (PPE), personal hygiene, practical spacing and outdoor activity. The application of these strategies will intensify if local case rates increase or there is evidence of disease transmission occurring in a school setting.

Face Coverings

All district programs welcome and support the use of face coverings and PPE in all settings! Effective October 11, 2021, face coverings are **required** for all staff, students, and visitors regardless of vaccination status during all indoor instruction and indoor events operated by the district during school hours. Exemptions and exceptions must be approved by the superintendent or otherwise described in the contents of the current Safe Schools Plan.

Effective January 10, 2022 face coverings are **strongly recommended** for all staff, students, and visitors regardless of vaccination status during after school events and facility reservations.

The core value of **RESPECT** should be demonstrated at all times. The basis for personal decisions on protection are considered private school data. Students, activity participants and drivers are **required to wear face coverings while riding on school provided transportation** per directive of the CDC. Please contact school principals to discuss requests for valid exemptions.

Hand Washing and Personal Hygiene

Proper hand washing and personal hygiene practices are very important to reduce the spread of any communicable disease. Posters will be placed at all sinks to remind everyone of good hand washing practices. Hand sanitizer will be placed at strategic locations.

Hand sanitizer and cleaning wipes will be provided to all staff members for their desks and workspaces. Routine or spot cleaning (upon request) during the day will be the most effective strategy for maintaining a safe environment. The custodial staff will conduct a thorough cleaning of instructional and workspaces once daily. School-wide disinfectant strategies may be utilized during weekends and holidays dependent on current recommendations.

Special Precautions

- Music education staff may adapt procedures to align with MDH guidelines for instruction.

  https://www.health.state.mn.us/diseases/coronavirus/musicguide.pdf

- Staff who provide necessary close contact and direct support services will follow state health department guidelines for personal protection.

  https://www.health.state.mn.us/diseases/coronavirus/schools/directsupport.pdf

- Extra-curricular sports, co-curricular activities, physical education/recess, laboratory classes, and other similar settings may adapt procedures at any time to align with MDH guidelines. Under the present Safe Schools Plan; active participants such as extra-curricular athletes, physical education students and laboratory classes may be approved by the coach or teacher to remove face coverings in well-spaced indoor settings. This adaptation may be necessary due to safety or increased respiration rate from the activity.

DAILY HEALTH SCREENING CHECKLIST

CONDUCT HEALTH SCREENING EVERY MORNING BEFORE YOUR CHILD GETS ON THE BUS OR ARRIVES TO SCHOOL

Does your child have any of the following?

- Temperature 100.4 degrees Fahrenheit or higher
- A new cough that causes difficulty in breathing
- A new severe headache
- A sore throat, congestion, or loss of taste or smell
- Diarrhea, vomiting, or stomach pain

If you answered "Yes" to ANY of the above screening questions, your **child must stay home and away from other people and contact your health care provider.**

Please notify your child's school:
King Elementary at 218-246-8860 or DRHS at 218-246-8241.

Case Reporting, Quarantines and On-site Testing

The district will be informed by MDH guidance in developing its Safe Schools Plan.
https://www.health.state.mn.us/diseases/coronavirus/schools/index.html

Our Health Services Office requests parents, guardians and staff to self-report if they or their student have COVID-19 symptoms, a positive test or have been in close contact with someone with COVID-19 or awaiting test results.

District Health Services are required to report suspected or confirmed cases of COVID-19: Minnesota Rule 4605.7070 requires any person in charge of any institution, school, childcare facility, or camp to report cases of COVID-19 to the Minnesota Department of Health (MDH).
▪ Reportable Disease Rule www.health.state.mn.us/diseases/reportable/rule/index.html

Effective August 31, the superintendent and district nurse will collaborate on quarantine protocol and individual case decisions:

- Any student or employee with a positive COVID-19 test will be placed on a written quarantine plan. The individual will complete the full quarantine period, unless they can present evidence of an acceptable negative test for an earlier return.
- Any student who is ill will be sent home and required to stay home until they are healthy.
- The district will provide courtesy notices to the families of students who were in close contact with a positive case in a school setting.
- Any student or employee who is exposed to a positive COVID-19 case is strongly recommended to test (3-5 days after exposure) and self-quarantine under the guidance of the district nurse. Remember the Warrior Way: Take care of yourself and take care of each other! We can't offer in-person instruction if community transmission is occurring at our schools.
- Any extra-curricular or co-curricular participant may be required to present evidence of an acceptable negative test at any time during their season. Activities are a privilege that require teamwork and cooperation.
- No student will be tested at a school site without parental consent.

The district health office will offer multiple types of optional, free COVID-19 tests. The tests that are available will be dependent upon our access to testing supplies and available qualified staff. Testing at the school health office is offered as a convenience when possible. Students and employees may test at any provider available to them. The following link provides additional options for testing and support:
https://www.health.state.mn.us/diseases/coronavirus/testsites/index.html

Screening and monitoring systems will be in place at both school sites. Any student, visitor, or staff member determined by the administration to be at risk or to potentially put others at risk will be restricted from the school site. A designated containment area will be established at each site to safely isolate individuals who are waiting for transportation. Students restricted from school will be quarantined at school until a family member has picked up the student or health services staff has transported the student home with parent permission. A designated vehicle has been purchased and is restricted for quarantine use only. Class III licensed drivers will follow protocol for donning PPE when operating the designated vehicle for this purpose.

Learning Models

Deer River strives to be a district of choice. We specialize in providing in-person, customized instruction built upon strong interpersonal relationships. During the past two years, various executive orders have required that we provide multiple learning models to our students. Our staff has responded to that challenge and provided instruction in many flexible ways out of necessity.

Presently, we are operating with only two mandates: face coverings on transportation and reporting of COVID-19 cases to MDH. All remaining decisions fall under the authority of our local Board of Education.

Therefore, we will strive to provide **in-person** instruction in as safe of a learning environment as possible. There is no scenario in which in-person instruction can be offered without some risk of exposure to COVID-19 or other communicable diseases. The school year will began on September 7 with buses and schools at full capacity. In the event of local public health data that necessitates a change in instruction model, we will consider the following options:

1. Temporary closure of a classroom or school campus. Students would continue to complete daily assignments utilizing their Learning Management Systems (LMS) during the temporary closure. King students will use Seesaw or teacher provided assignments and High School students will use Schoology as their LMS. Attendance will be derived from participation in daily assignments.

2. If circumstances prevent the reasonably safe continuation at full occupancy, a classroom or school campus may be designated to schedule most students on an every other day basis. At approximately 50% occupancy, most students would attend school on an alternating day schedule. Students would remain at home on the opposite day and participate through their LMS.

3. There is currently **no option for Deer River students to participate in full-time or alternating day online instruction this year**, except for regular high school online programming options offered through the Itasca Area Schools Collaborative (IASC). Families who believe that an online program is the best match for their child (short or long term) should contact their child's principal for guidance.

We will be returning to our **early dismissal schedule on Wednesdays** to facilitate professional learning communities. Please review, print, or pick up the district calendar from your school site https://www.isd317.org/district-calendar

Food Service

Meals

District Food Service programs will continue to be informed by safe health practices according to guidelines established by the Centers for Disease Control (CDC) and Minnesota Department of Health (MDH).

https://www.health.state.mn.us/people/foodsafety/emergency/covid.html

Most aspects of food service will return to normal operations for the start the school year. Each site will adapt meal protocols and schedules to create the safest environment possible.

Deer River will continue to offer breakfast and lunch on site each school day. A combined breakfast and lunch bag is also available for any person 18 years old or younger enrolled or residing in the school district. These meals can be picked up at King Elementary School (Door #1) between 11:00 a.m. and noon each school day. Families in need of meal delivery should inquire with Deanna Hron, Director of the Full Service Community Schools program at dhron@isd317.org . Evening meals will be available to residents of all ages at King Elementary through the Community Café (Door #9).

In March, 2019, the federal government provided waivers to create an open site meal program in which all student meals were free of charge. Those waivers became available again on September 15, 2021 and the Deer River Schools are eligible to participate. For the duration of the waivers, breakfast and lunch will be free for all students.

Our district typically receives approximately $3000 in federal compensatory aid and grants for each student who qualifies for federal education benefits (Free and Reduced Price Lunch). Because meals will be free for all students again this year, it is extremely important that families continue to complete the confidential application for benefits if their household income is anywhere close to the eligibility limits. The traditional paper application and a new easy to use online application are available this year. Access to the applications will be posted on our website at this link https://www.isd317.org/food-and-nutrition

District staff members will be following up with families to assist in collecting these applications. All funds generated are used directly in educating our students. Please help us access all resources available to our kids!

Transportation

Bus Ridership

Parents and Guardians are expected to screen their children each day prior to sending them to the bus. Students will be screened and monitored again at their school site. Families will be responsible for retrieving students who arrive at school with any symptoms that may indicate a safety risk. Students unable to participate will be assigned to a designated quarantine waiting area until picked up or transported back home. Parents/guardians or siblings may also provide personal transportation to and from school for their household members.

All people are required by a CDC order to wear face coverings on all public transportation conveyances (airports, public buses, etc.), including school buses.

- CDC: Requirement for Face Masks on Public Transportation Conveyances and at Transportation Hubs www.cdc.gov/coronavirus/2019-ncov/travelers/face-masks-public-transportation.html

District provided student transportation is a privilege and passengers are expected to board wearing a face covering. Each bus will have a limited supply of disposable masks to prevent delays in boarding. Any special circumstances will be communicated by staff to route/van drivers. Drivers will be responsible for assigning seats to create the maximum space between riders. Following the instructions of the driver is critical to creating the safest environment and to maintain a daily seating chart if contact tracing becomes necessary.

Drivers will utilize windows and roof vents to promote fresh air circulation. Transportation staff will be responsible for cleaning high touch areas as needed during and between routes. NorTran will implement a daily cleaning protocol for all vehicles provided for district use.

Facilities

Public schools serve as a primary facility provider for youth and adult organizations in Minnesota. Most state restrictions for community use of school facilities have now ended. All requests for use permits from outside organizations will be considered on a case by case basis by the facilities scheduler.

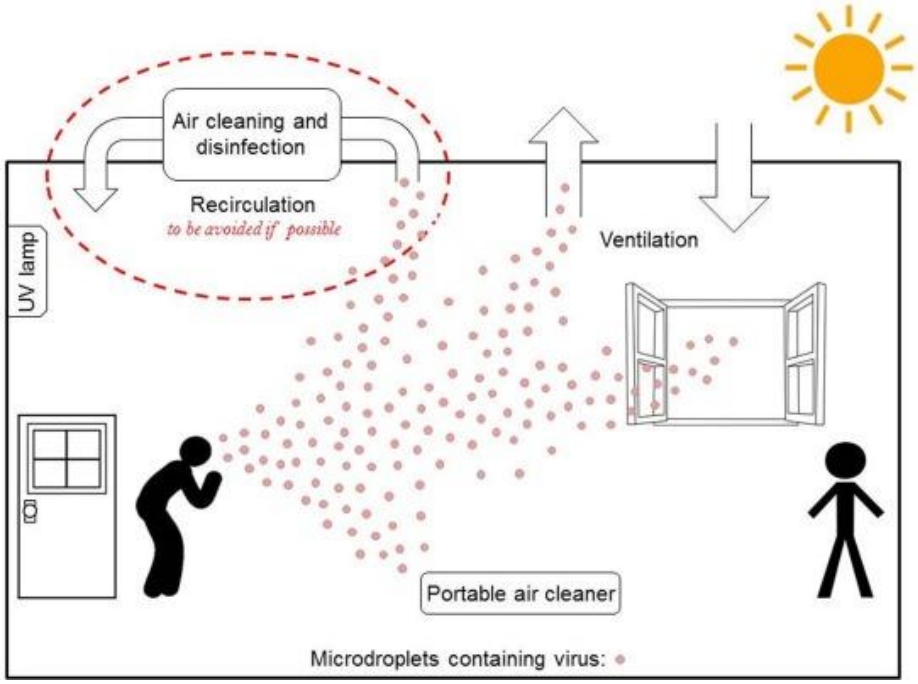
Physical Barriers

The District has installed barriers in some work areas or high interaction areas.

Water and Ventilation Systems

Most drinking fountains will be turned back on. Water bottle filling stations are operational, and students are encouraged to carry and clean their own water bottles to stay hydrated and healthy. Locker rooms are available for use when authorized by the Activities Director or Physical Education teachers.

The school buildings will operate with the maximum outside air exchange possible for our current Heating Ventilating and Air Conditioning (HVAC) units. The sites will be equipped with the most efficient air filters recommended for our mechanical systems. All staff will receive training on the comprehensive air quality site plan for each school and will be expected to follow guidelines set by the Director of Building and Grounds. Staff may also select alternate spaces to include outdoor locations at their discretion. Targeted rooms at each school will feature high efficiency room filtration systems or other recommended air cleaning apparatus. Both the cleaning protocol and ventilation plans are intended to reduce exposure to pathogens, which may present themselves as droplets or aerosols.



All windows will remain closed to maximize the volume of fresh air turnover and minimize recirculation. Closed windows also improve the efficiency of individual room air cleaners.

Routine Cleaning

Routine cleaning of high touch points will be conducted as listed below, per Centers for Disease Control (CDC) guidelines. In addition, staff members who occupy a space will be provided with hand sanitizer and recommended disinfectant wipes to use frequently during the day. When technology items are in need of cleaning, alcohol wipes will be utilized to prevent damage to the equipment.

Professional Cleaning Plan

Although staff users will provide routine cleaning of their spaces during the day, our custodial staff is prepared to use professional products for requested spot cleaning and regular daily maintenance. The frequency of these two approaches is most likely to limit contact transmission of any communicable disease. If a school is required to temporarily close to investigate a possible COVID-19 exposure, an intensive cleaning process will be developed to trace the footprint of the suspected source individual. Building-wide cleaning treatments will also be explored as trials suggest possible effectiveness:

- Building and Grounds staff will utilize Arsenal Q.T.3 from Hillyard, which is a disinfectant on American Chemistry Council approved list. https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf
- The dwell time of product is five minutes.
- Personal Protective Equipment (PPE) which includes chemical resistant rubber gloves and eye protection is required to apply this product.

SPACE	How Often to Clean & Disinfect	When to Clean & Disinfect	Who is Responsible
COMMON AREAS			
Main Entrance/Vestibule Door Handles and Electronic Door Assist Buttons	1 time/day	Evening- After 3:30	Custodial
Main Office Door Handles			
Bottle Fillers			
Check-in Counters/Front Office Counters			
Handrails			
Elevator Buttons			
Vending Machine Buttons, cash input/output surfaces, pickup slot door			
Tables/Chairs in HS Commons Area			

MAIN OFFICE & DISTRICT OFFICE & TEACHERS LOUNGE (ROOM 130)			
Door Handles/Inside Outside Custodial	1 time/day	Evenings – After 3:30	Custodial and Users
Conference Room Tables Custodial			
Desks BY USER			
Chairs - Armrests, Grip areas By USER			
Phones and Computers BU USER			
Break Room : Tables, Chairs, Appliance Handles & Doors, Cabinet Pulls & Doors *Removing all other shared condiments Custodial			

GENERAL CLASSROOM			
Door Handles *Identify all touch points during open/closing	1 time/day		Custodial
Door Frames			
Light Switches			
Table Tops			
Student Desks 5 times per day Instructor			
Student Chairs (Include hand grip locations) 5 times per day instructor			
Cabinet Handles/Pulls and Front of Doors			
Sink Faucets and Front Edge of Sink TEACHER DESKS, PHONE, CHAIRS, Cleaned by USER			

SPACE	How Often to Clean & Disinfect	When to Clean & Disinfect	Who is Responsible
BATHROOMS			
Cold/Hot Water Faucets and Front of Sinks	3 times/day	9 AM 1 PM Evenings After 3:30 PM	Custodial
Toiler Flusher			
Toilet/Toilet Bowl			

Push Locations Inside/Outside Stall Doors			
Mirrors			
Soap Dispensers			
Handle/Push Spot on Main Door Inside/Outside			
Accessible Grab Bars			
Cabinet Handles/Pulls and Front of Doors			
Baby Changing Stations			
Hand Dryers/Paper Towel Dispenser			

Computer Labs/ MEDIA			
	5 times/day	After Classes	Instructor
Computer Keyboards Covers & Mouse			
Counters/Tables			
Student Chairs (Hand Grip Locations)			

PLAYGROUNDS			
Swing Chains	1 time/day	Before School	Custodial
Slides			
Overhead Bars			
Grab Handles			

GYMNASIUM			
Entrance Door Handle	1 time/day	Before School 11:30 AM	Instructors
Shared Equipment/Used Equipment Bin			

Unique Space Considerations

Playgrounds

Playgrounds at King Elementary will remain open and will be cleaned daily, per CDC guidelines. This includes cleaning high touch surfaces (swing chains, slides and grab handles) using soap and water. Students will be directed to wash hands before and after playground use.

Classrooms

Some rugs may be removed from pre-kindergarten and kindergarten rooms and may be replaced with labeled, individual yoga style mats.

Classrooms will be limited to essential teaching tools. Limiting the number of personal items in the classroom will lighten the cleaning load of the custodial staff. During this time, most rugs, and all other non-standard furniture (couches, chairs, bean bag chairs, lamps, food prep appliances, etc.) will not be allowed in the classroom as they present cleaning challenges.

Special Cleaning Considerations

Toys in Classrooms

During this time, toys in classrooms that cannot be cleaned and sanitized will not be used.
After use they are placed in a separate bin and cleaned by the instructor by cleaning with water and detergent, rinsing, sanitizing with an EPA-registered disinfectant, rinsing again, and air-drying.

Porous Surfaces

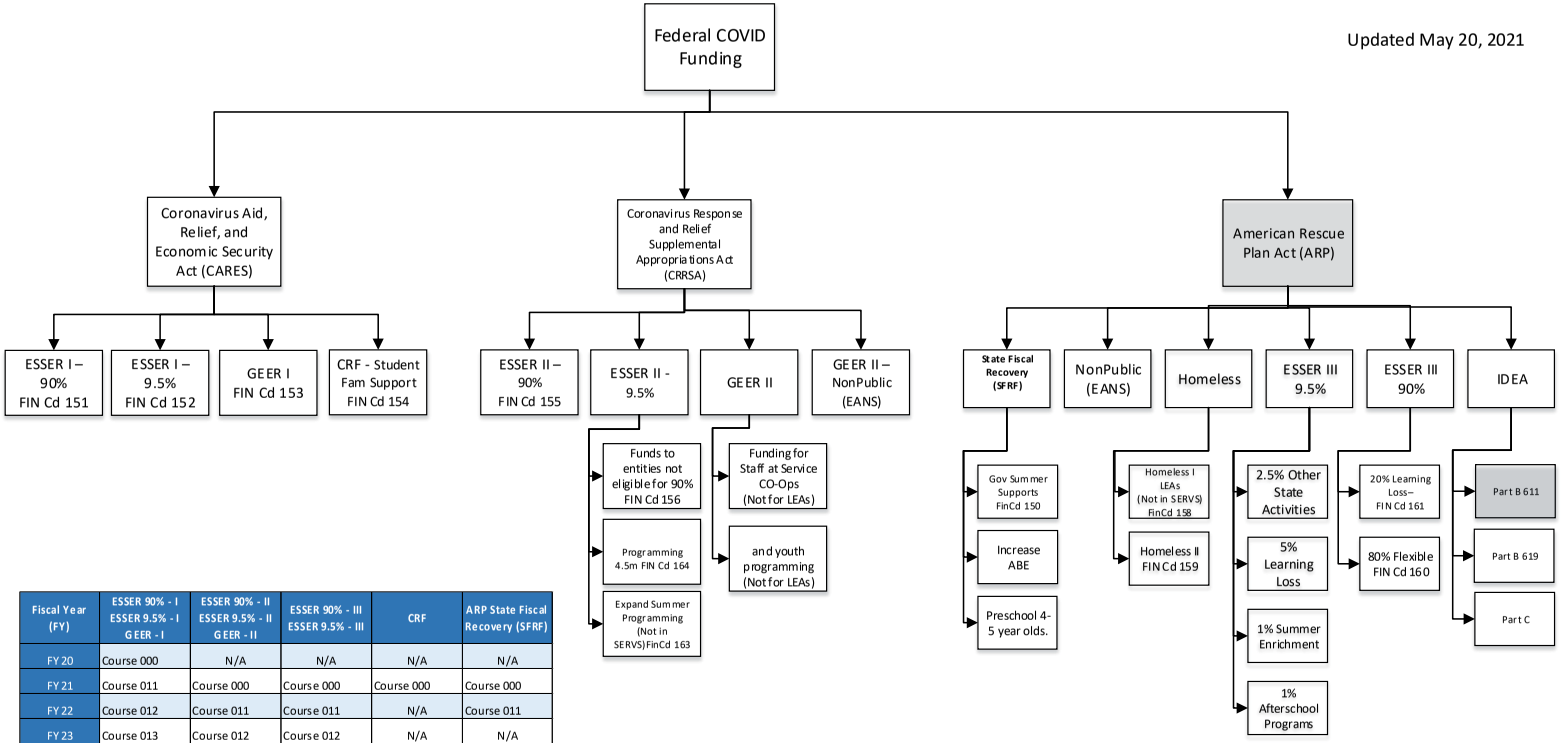
During this time, unnecessary rugs and other porous objects will be removed from classrooms. Other porous surfaces may include: chairs, furniture, rugs, linens, clothing, etc. If porous surfaces do need to be cleaned, the following steps will be followed:

- Handle laundry wearing gloves
- Transport laundry in disposable garbage bags when possible or clean and disinfect the method of transportation
- Do not shake laundry out
- Wash on hottest water setting with regular detergent
- Dry thoroughly

Appendix A

ESSER Funding Chart

Updated May 20, 2021



Fiscal Year (FY)	ESSER 90% - I ESSER 9.5% - I GEER - I	ESSER 90% - II ESSER 9.5% - II GEER - II	ESSER 90% - III ESSER 9.5% - III	CRF	ARP State Fiscal Recovery (SFRF)
FY 20	Course 000	N/A	N/A	N/A	N/A
FY 21	Course 011	Course 000	Course 000	Course 000	Course 000
FY 22	Course 012	Course 011	Course 011	N/A	Course 011
FY 23	Course 013	Course 012	Course 012	N/A	N/A
FY 24	N/A	N/A	Course 013	N/A	N/A

Signed into Law: March 27, 2020
Eligible: to September 30, 2022 *(CRF available through December 31, 2020)*

Signed into Law: December 27, 2020
Eligible: to September 30, 2023

Signed into Law: March 11, 2021
Eligible: to September 30, 2024 *(EANS available through September 30, 2023)*

Appendix B

Minnesota Department of Health Tips and Screening Checklists

How to Safely Wear and Take Off a Cloth Face Covering

Accessible: https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html

WEAR YOUR FACE COVERING CORRECTLY

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not place a mask on a child younger than 2

USE THE FACE COVERING TO HELP PROTECT OTHERS

- Wear a face covering to help protect others in case you're infected but don't have symptoms
- Keep the covering on your face the entire time you're in public
- Don't put the covering around your neck or up on your forehead
- Don't touch the face covering, and, if you do, clean your hands

FOLLOW EVERYDAY HEALTH HABITS

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available

TAKE OFF YOUR CLOTH FACE COVERING CAREFULLY, WHEN YOU'RE HOME

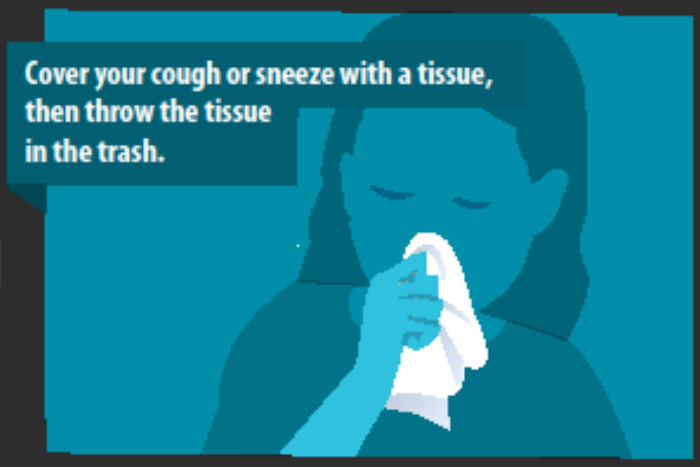
- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine
- Wash your hands with soap and water

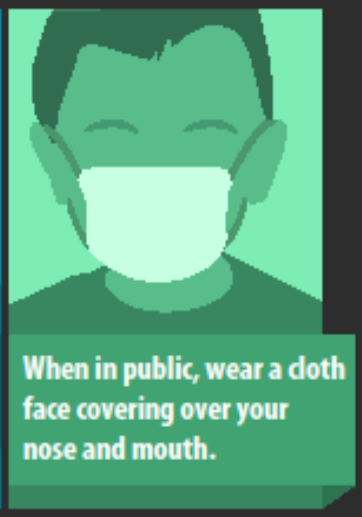
Cloth face coverings are not surgical masks or N-95 respirators, both of which should be saved for health care workers and other medical first responders.

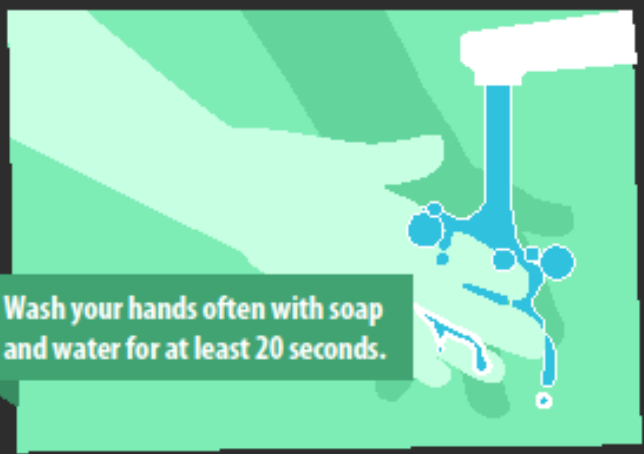
For instructions on making a cloth face covering, see: **cdc.gov/coronavirus**

Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.







cdc.gov/coronavirus

316351-A April 7, 2020 9:58 AM

CONDUCT HEALTH SCREENING EACH TIME EMPLOYEES OR VISITORS ENTER THE FACILITY.

You may also opt to conduct temperature screening if it can be done with proper social distancing, protection, and hygiene protocols. However, temperature screening is not required.

If a worker or visitor answers "Yes" to any of the screening questions or has a measured temperature above 100.4°F, they should be advised to go home, stay away from other people, and contact their health care provider.

Visitor and Employee Health Screening Checklist

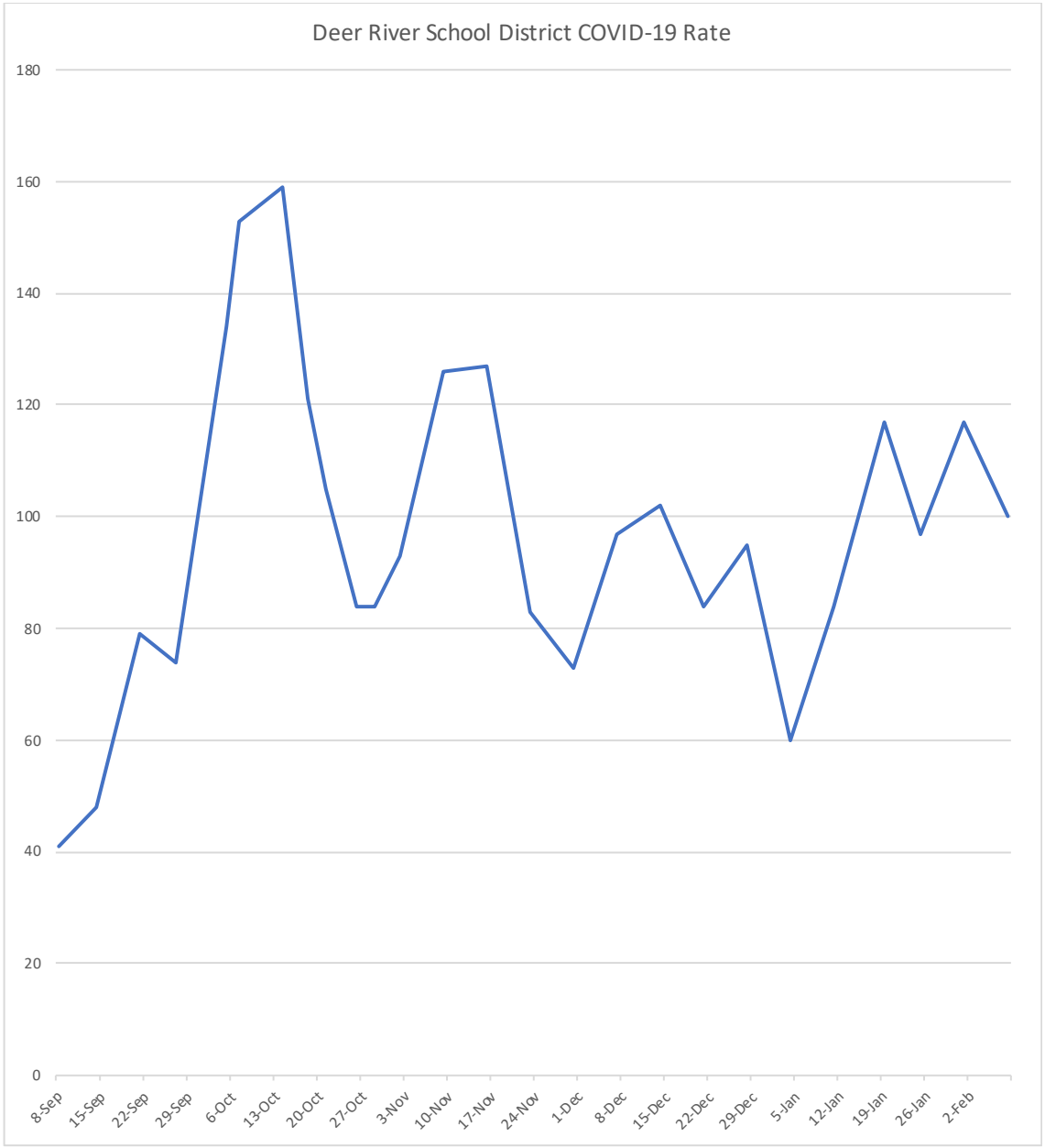
Have you had any of the following symptoms since your last day at work or the last time you were here that you cannot attribute to another health condition?

Please answer "Yes" or "No" to each question. Do you have:

- ☐ Fever (100.4°F or higher), or feeling feverish?
- ☐ Chills?
- ☐ A new cough?
- ☐ Shortness of breath?
- ☐ A new sore throat?
- ☐ New muscle aches?
- ☐ New headache?
- ☐ New loss of smell or taste?

DEPARTMENT OF HEALTH

7-Apr	28
13-Apr	43
22-Apr	60
27-Apr	79
5-May	121
12-May	140
18-May	94
24-May	57
1-Jun	24
7-Jun	17
21-Jun	7
13-Jul	3
28-Jul	2
23-Aug	50
16-Aug	43
8-Sep	41
14-Sep	48
21-Sep	79
27-Sep	74
5-Oct	134
7-Oct	153
14-Oct	159
18-Oct	121
21-Oct	105
26-Oct	84
29-Oct	84
2-Nov	93
9-Nov	126
16-Nov	127
23-Nov	83
30-Nov	73
7-Dec	97
14-Dec	102
21-Dec	84
28-Dec	95
4-Jan	60
11-Jan	84
19-Jan	117
25-Jan	97
1-Feb	117
8-Feb	100



* Case rates per 10,000 residents within district boundaries

Cass Co.	109
Itasca Co.	116

Cass County Elections

218-547-7295

December 13, 2021

Dr. Jeff Pesta, Superintendent
Deer River Public School District
PO Box 307
Deer River, MN 56636

Subject: School District Boundary Review

Dear Dr. Pesta,

With 2022 fast approaching and redistricting on the horizon, your cooperation in the preparation of your school district boundary information is appreciated! I am requesting that your School Board review the enclosed map.

The school district boundary displayed on the map is a representation of the legal description for the school district's boundary within Cass County, based on historic tax parcel information on file in the Auditor's office. This boundary, as verified by the school district, is used by the county to determine the taxing district and voter registration for each address and tax parcel. Thorough review ensures that all voting registration and parcel records include proper school district designation.

After your School Board has completed review, please affirm that these district boundaries correctly reflect your records or report any inconsistencies to our office by March 29th, 2022.

If you need any additional information or resources to assist with your review, please let me know and I would be happy to assist you.

Sincerely,

Pamela J Smith

Pamela Smith
Cass County Election Administrator
Auditor/Treasurers Office
303 Minnesota Ave. W
PO Box 3000
Walker, MN 56484
Office Phone: 218-547-7295
pamela.smith@co.cass.mn.us
www.co.cass.mn.us

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Home of the Warriors

KING ELEMENTARY SCHOOL
504 5th St. SE
PO Box 307
Deer River, MN 56636
King Pride

TO: ISD 317 Board of Directors
FROM: Jennifer Stefan
Date: February 8, 2022

Resilient and Supported Students

PBIS February Friendship Month

Winter Conferences February 10 and 15

High Quality Instruction and Equipped and Supported Staff

ADSIS Mid-Year Report Submitted

Early Out Professional Development Focus Update

Respectfully Submitted,

Jennifer Stefan

TO: ISD 317 Board of Directors
FROM: Joseph Akre
DATE: 2/10/2022

Effective and Efficient Systems:
Plans are being designed for our second Summer Credit Recovery program.
So far, the plan is to serve students in grade 6-12 at the HS.
Target students in 9-12 who have lost credit and students in grades 6-8 needing academic support.
Dates will run at same time as Kings' summer program so that transportation and meal can be coordinated.
Session #1, weeks of June 13th and 20th
Session #2, weeks of July 11th through the week of July 25th.
Day, T-W-Th from 8:30 to 3:00
Budget will be presented to Board at March Meeting.

Student update:
Student 0038004100870
Student is attending all classes and based on his teachers reporting is working to the best of his ability.
There have been no discipline issues to date.
Student's schedule has been modified to provide time in the FOCUS room to support academics.
Student and I have meet three times since return for check-ins.

Respectfully Submitted
Joseph G. Akre

TO: ISD 317 Board of Directors

FROM: Brent Schimek A.D.

DATE: Feb 14, 2022

Activities Report:

Tait Kongsjord was the Sub Section 28 Winner for the MSHSL AAA award. He will now move on to the Section competition with 3 other individuals. Section finalist will be announced at the Section final Class A Boys Hockey Game

One Act play performed at the Sub Section Level in January. We are looking for a night to perform locally

Section Play-offs start
Team Wrestling Feb 19
Section Wrestling Feb 25
GBB Feb 29
BBB March 7th

Two Warriors have signed letters of intent to participate in College Athletics.
Ty Morrison BBB at Grand View University in Des Moines IA
Tait Kongsjord FB at UMD

Spring Sports start March 14 and March 21

JAN 2022 Happenings in the Buildings and Grounds Dept

- Working on the HVAC system at King to verify and rectify problems identified during our recommissioning. Working with Siemens and other contractors to make corrections to Programing and other mechanical HVAC issues. Signed 62K contract with Siemens for sensor installation and a 84K dollar for programing, wiring and sequencing of operation.

- Working with State Boiler Inspector and Our Boiler Insurance Co to address kitchen steamer (Boiler) licensing issues. We have replaced King steamer, HS steamer is now good to go. State inspector has been notified and is coming back to verify

- Completed ANSIL system test in King kitchen

- Paid new fee to Itasca Co Sheriffs Dept for Alarm Response. The fee is $10 per year, per building (HS & King)

- Completed sanding and recoating of East HS Gym

School Board Meeting
February 14, 2022

Integrated Student Support

Children's Dental Services was at King School on January 19
11 students had exams; all need restorative work. Working to schedule with CDS.

Expanded Learning Time and Opportunities

Summer School-coordinate all program at King and HS
June 13-23 and July 11-21

Family and Community Engagement

Candlelight Skiing, January 13 at King School
22 families sign in. Total of 70 people.
Ages 0-5 = 7
Ages 6-11 = 32
Ages 12-14 = 5
Ages 15-18 = 1
Ages 19 + = 2

Collaborative Leadership and Practices

Full-Service Fridays-

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Negotiations Committee Report

Directors Anttila, Kongsjord, and Reed along with Superintendent Pesta and Business Manager Drotts participated in a Minnesota Bureau of Mediation Services session on February 4 in cooperation with the leadership of the Deer River Education Association.

A tentative agreement was reached for a new master agreement retroactively covering the period July 1, 2021 through June 30, 2023 pending ratification by both parties. A DREA member vote is scheduled for 4:00 p.m. on February 14.

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King Pride

Date: February 14, 2022

To: ISD 317 Board of Education

- Community Education and the local Department of Natural Resources staff hosted a Candlelight Ski event on January 13 at King Elementary School. A great crowd skied on the groomed trail and consumed s'mores around a campfire.

- The Deer River Anishinaabe Education Department hosted the inaugural Waawaaskashi Ziibing Gikinoo' Amadiwigamigong Pow-Wow at Deer River High School on February 5. Many guests enjoyed music, dance, games, and a community meal.

- Congratulations to the 2021-2022 Princesses and Braves!
  King Elementary School – Revlyn Barnes and Anton Nason
  Deer River High School – Emma Mitchell and Aiden White

- Congratulations to the following FFA members on their 2022 accomplishments:
  Faith Morris – Earned her State FFA Degree.
  Katie Windt – Won 1st place proficiency for her goat production project at region level
  Israel Treat – Won 5th place in the creed speaking competition.
  The team of Dezerae Shaw, Israel Treat, Kaitie Swisher, Abbey Harrison, Eowyn Baker, Arianna Warner, and Hudson Barnes –
  Won 3rd place in the conduct of chapter meetings competition.

School Year
2021-2022

School District 317
Enrollments by Building
January 18, 2022

Elementary Schools:

	HK	K	1	2	3	4	5	Total
King Elem.	21	42	65	52	60	71	67	378
DR Sped				2		1	3	6

Secondary Schools:

	6	7	8	9	10	11	12	
DRHS	56	69	67	79	64	51	51	437
DR ALP					2	4	6	12
								833

Annual Compliance/Vote of Concurrence or Nonconcurrence

District, Charter, or Tribal School Name: Deer River Publ.2 Schools

The American Indian Parent Advisory Committee Vote

☐ ***The AIPAC Issued a Vote of Concurrence***

Date of Concurrent Vote:

Date the AIPAC presented to the school board:

☒ ***The AIPAC Issued a Vote of Nonconcurrence***

A vote of nonconcurrence requires the AIPAC to provide specific written recommendations for improvement to the school board. The school board is required to respond in writing to each recommendation within 60 days of the recommendations being put forth. The school board must provide this written response to both the AIPAC and to the Office of Indian Education.

Date of Nonconcurrent vote: 2/11/2022

Date the AIPAC presented to the school board: 2/14/2022

Date the written response from the school board is due: 4/18/2022

☐ ***The District/School Does Not Have an AIPAC***

The district has not yet formed an AIPAC, but recognizes the need to do so in order to remain compliant with Minnesota Statutes, section 124D.78. By signing below, the district/school leadership commits to working with the Office of American Indian Education on committee formation.

Required signatures

**Digital signatures are accepted*

School Board Chairperson	*Date*
	2/11/22
Superintendent or Charter/Tribal School Director	*Date*
Belinda Boustring	2.11.22
AIPAC Chairperson	*Date*

The American Indian Parent Advisory Committee Resolution

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

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

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

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

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

[ ] **We, the American Indian Parent Advisory Committee,** issue a **Vote of Concurrence**. We attest that the school board and/or district are compliant with Minnesota Statutes and that the school board and/or district are meeting the needs of American Indian students; **or,**

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

Belinda Bowstring Belinda Bowstring

AIPAC Chairperson Printed Name and Signature

2/11/2022

Date

124D.78 PARENT AND COMMUNITY PARTICIPATION.

Subdivision 1. **Parent committee.** School boards and American Indian schools must provide for the maximum involvement of parents of children enrolled in education programs, programs for elementary and secondary grades, special education programs, and support services. Accordingly, the board of a school district in which there are ten or more American Indian students enrolled and each American Indian school must establish an American Indian education parent advisory committee. If a committee whose membership consists of a majority of parents of American Indian children has been or is established according to federal, tribal, or other state law, that committee may serve as the committee required by this section and is subject to, at least, the requirements of this subdivision and subdivision 2.

The American Indian education parent advisory committee must develop its recommendations in consultation with the curriculum advisory committee required by section 120B.11, subdivision 3. This committee must afford parents the necessary information and the opportunity effectively to express their views concerning all aspects of American Indian education and the educational needs of the American Indian children enrolled in the school or program. The school board or American Indian school must ensure that programs are planned, operated, and evaluated with the involvement of and in consultation with parents of students served by the programs.

Subd. 2. **Resolution of concurrence.** Prior to March 1, the school board or American Indian school must submit to the department a copy of a resolution adopted by the American Indian education parent advisory committee. The copy must be signed by the chair of the committee and must state whether the committee concurs with the educational programs for American Indian students offered by the school board or American Indian school. If the committee does not concur with the educational programs, the reasons for nonconcurrence and recommendations shall be submitted directly to the school board with the resolution. By resolution, the board must respond in writing within 60 days, in cases of nonconcurrence, to each recommendation made by the committee and state its reasons for not implementing the recommendations.

Subd. 3. **Membership.** The American Indian education parent advisory committee must be composed of parents of children eligible to be enrolled in American Indian education programs; secondary students eligible to be served; American Indian language and culture education teachers and paraprofessionals; American Indian teachers; counselors; adult American Indian people enrolled in educational programs; and representatives from community groups. A majority of each committee must be parents of children enrolled or eligible to be enrolled in the programs. The number of parents of American Indian and non-American Indian children shall reflect approximately the proportion of children of those groups enrolled in the programs.

Subd. 4. **Alternate committee.** If the organizational membership or the board of directors of an American Indian school consists of parents of children attending the school, that membership or board may serve also as the American Indian education parent advisory committee.

History: *1977 c 312 s 7; 1988 c 718 art 3 s 10-13; 1991 c 265 art 3 s 18; 1994 c 647 art 3 s 19; 1Sp1995 c 3 art 16 s 13; 1997 c 7 art 1 s 71; 1998 c 397 art 2 s 149-151,164; art 11 s 3; 1Sp2001 c 6 art 2 s 41; 1Sp2015 c 3 art 2 s 53; 1Sp2019 c 11 art 2 s 19*

MASTER AGREEMENT

By and Between

INDEPENDENT SCHOOL DISTRICT #317
DEER RIVER, MINNESOTA
And
DEER RIVER EDUCATION ASSOCIATION

July 1, 2021 – June 30, 2023

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ARTICLE I
PURPOSE

Section 1. Parties
THIS AGREEMENT IS ENTERED INTO BETWEEN Independent School District No. 317, Deer River, Minnesota, hereinafter referred to as the School District, and the Deer River Education Association, hereinafter referred to as exclusive representative pursuant to and in compliance with the Public Employment Labor Relations Act of 1971. hereinafter referred to as the P.E.L.R.A. to provide the terms and conditions of employment for teachers during the duration of this Agreement.

ARTICLE II
RECOGNITION OF EXCLUSIVE REPRESENTATIVE

Section 1. Recognition
In accordance with the P.E.L.R.A., the School District recognizes the Deer River Education Association as the exclusive representative of teachers 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 this Agreement.

Section 2. Appropriate Unit.
The exclusive representative shall represent all the teachers of the District as defined in this Agreement and in said act.

ARTICLE III
DEFINITIONS

Section 1. Terms and Conditions of Employment
The term "terms and conditions of employment" means the hours of employment, the compensation therefore including fringe benefits except retirement contributions or benefits other than employer payment of, or contributions to, premiums for group insurance coverage of retired employees or severance pay, and the employer's personnel policies affecting the working conditions of the employees. In the case of professional employees, the term does not mean educational policies of a school district. "Terms and conditions of employment" is subject to the provisions of P.E.L.R.A.

Section 2. Teacher
Shall mean any person employed by Independent School District No. 317 in a position for which licensure is required by the State of Minnesota, except Superintendent, assistant superintendent, principals, and assistant principals who devote more than 50% of their time to administrative or supervisory duties, confidential employees, supervisory employees, essential employees, and such other employees excluded by law.

Section 3. School District
For purposes of administering this Agreement, the term "School District" shall mean the School Board or its designated representative.

Section 4. Other Terms
Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A.

ARTICLE IV
SCHOOL BOARD RIGHTS

Section 1. Inherent Managerial Rights
The exclusive representative recognizes that the School District is not required to meet and negotiate on matters of inherent managerial policy, which includes, 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.

Section 2. Management Responsibilities
The exclusive representative recognizes the right and obligation of the School Board to efficiently manage and conduct the operation of the School District within its legal limitations and with its primary obligation to provide educational opportunity for the students of the School District.

Section 3. Effect of Laws, Rules and Regulations
The exclusive representative recognizes that all employees covered by this Agreement shall perform the teaching and non-teaching services prescribed by the School District and shall be governed by the laws of the State of Minnesota, and by School District 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 District and its duly designated officials to promulgate rules, regulations, directives, and orders from time to time as deemed necessary by the School District insofar as such rules, regulations, directives and orders are consistent with the terms of this Agreement.

Section 4. Reservation of Managerial Rights
The foregoing enumeration of District rights and duties shall not be deemed to exclude other inherent managerial 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.

ARTICLE V
TEACHER RIGHTS

Section 1. Right to View
Pursuant to P.E.L.R.A., nothing contained in this Agreement shall be construed to limit, impair or affect the right of any teacher or 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 if there be one.

Section 2. Right to Join
Pursuant to P.E.L.R.A., teachers shall have the right to form and join labor or employee organizations and shall have the right not to form and join such organizations. Teachers in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for such teachers with the School District of such unit.

Section 3. Request for Dues Check Off
Teachers shall have the right to request and be allowed dues check off for the teacher organization of their selection, provided that dues check off and the proceeds thereof shall not be allowed any teacher organization that has lost its right to dues check off pursuant to the P.E.L.R.A. Upon receipt of a properly executed authorization card of the teacher involved, the School District will deduct from the teacher's paycheck the dues that the teacher has agreed to pay to the teacher organization in twelve (12) equal installments, November through April. The exclusive representative hereby warrants and covenants that it will defend, indemnify and save the School District harmless from any and all actions, suits, claims, damages, judgments, and executions or other forms of liability, liquidated or unliquidated, which any person may have or claim to have, now or in the future, arising out of or by reason of the deduction of dues specified by the exclusive representative as provided herein.

Section 4. Personnel Files
Pursuant to M.S. 122A.40, Subd. 19, all evaluations and files relating to individual teachers shall be available during regular District business hours to the particular teacher upon written request. The teacher shall have the right to reproduce any of the contents of the files at the teacher's expense and to submit for inclusion in the file written information in response to any material contained therein. However, the School District may destroy such files as provided by law. Teachers will be notified by written notice-when any information or material is placed in their file.

Section 5. Posting of Positions

Subd. 1. Posting Procedures

Notification of job openings shall be posted in house at the same time as the general public is informed. One copy will be forwarded to each building representative for distribution to the teaching staff.

Subd. 2. Extra-Curricular Posting Procedures

All available extra-curricular positions must be posted in available workrooms during the school year. Notification of job openings shall be posted in-house at the same time as the general public is informed. One copy will be forwarded to each building representative for distribution to the teaching staff. Coaching vacancies will be filled by using a hiring committee that utilizes the coaching rubric developed with participation from DREA and the district whereby teachers employed by ISD #317 earn preferential points for being a school district employee. Any changes to the rubric will be made by committee.

Section 6. Teacher Evaluations

Subd. 1. Procedure

Formal teacher evaluations in the classroom shall be made in writing and shall be conducted openly and with the full knowledge of the teacher. Evaluations shall only be conducted by persons hired as licensed building principals, assistant principals, or other licensed administrators, who may utilize the aid of IASC (Itasca Area Schools Collaborative) content specialists.

Subd. 2. Follow up

Formal evaluations in the classroom shall be followed by an arranged conference between the administrator and the teacher to be held within ten (10) days of the evaluation. The teacher shall have the right to respond in writing to the evaluation and such response shall be attached to the original evaluation and shall contain the signature of the teacher and the person preparing the evaluation. The teacher shall be given a copy of the evaluation for his or her use and one (1) copy shall be placed in the teacher's personnel file.

Subd. 3. Improvement Recommendations

If after such evaluations the administrator finds deficiencies in the teacher's work performance, the district shall provide the teacher with specific written recommendations for improvement in an improvement plan. Administration will meet at least once per quarter with the teacher to discuss progress. If after 100 days the objectives of the improvement plan have not been met pursuant MN Statute 122A.40, the process of terminating the contract of the teacher may be initiated pursuant to state statute. A written copy of all evaluation reports shall be provided to the teacher.

ARTICLE VI
BASIC SCHEDULES AND RATES OF PAY

Section 1. Salary Schedule

Subd. 1. 2021-2022

The wages and salaries reflected in Appendix A attached hereto shall be a part of the Agreement for the 2021-2022 school year.

Subd. 2. 2022-2023

The wages and salaries reflected in Appendix B attached hereto shall be a part of the Agreement for the 2022-2023 school year.

Subd. 3. Notice of Assignment

Written notice of assignment shall be made annually.

Subd. 4. Long Term Substitutes

Substitutes, who at the time of employment are known to be replacing the same teacher for more than fifteen (15) consecutive days shall be placed on the salary schedule, BS, step 1, from the date of hire but shall receive no fringe benefits included in this contract except sick leave. Substitutes who substitute for the same teacher for

sixteen (16) school days shall be placed on the salary schedule, BS, step 1, for the remainder of their assignment for said teacher. Other substitutes shall be paid in accordance with School Board policy.

Subd. 5. Additional Hours of Service

Mutually agreed upon additional hours of service, for such purposes as: curriculum writing, curriculum development, data collection/analysis, strategic planning, planning with regard to adequate yearly progress requirements, decision-based site teams or other administration approved project, which occur beyond the 181 day teacher contract, beyond the normal work day, and require licensure, will be compensated at an hourly rate of $30.00 per hour. If staff development funds are available, those funds may be used according to state statute to compensate for such purposes as listed above. A stipend may be offered by the district in lieu of hourly rate for projects that have optional attendance requirements.

Section 2. Status of Salary Schedule

The salary schedules are not to be construed as a part of a teacher's continuing contract. Step and lane advancement may be granted only for the year that the salary schedule is effective. The School District reserves the right to withhold advancement, lane changes, or any other salary increase as the School District shall determine, subject to the grievance procedure.

Section 3. Placement on Salary Schedule:

The following rules shall be applicable in determining placement of a teacher on the appropriate salary schedule:

Subd. 1. Germane

Credits to be considered to application on any lane of the salary schedule must be germane to the teaching assignment as determined by the School District.

Subd. 2. Grade and Credits

To apply on the salary schedule, all credits beyond the bachelor's degree must be graduate credits and carry a grade equivalent of B or higher. Classes not offered for grade can be taken on pass/no pass with approval from the Superintendent.

Subd. 3. Prior Approval

All credits, in order to be considered for application on the salary schedule, must be approved by the Superintendent in writing prior to the taking of the course.

Subd. 4. Effective Date

An individual's contract will be modified to reflect qualified lane changes twice each year effective September 1st and the beginning of the second semester provided proof of completion of the course is submitted to the Superintendent's office not later than September 15th of each year or fifteen (15) days after the beginning of the second semester.

Subd. 5. Advanced Degree Program

A teacher shall be paid on the master's degree lane or higher degree lane only if the degree program is germane to the teaching assignment as approved by the School District and the degree program is approved in writing by the Superintendent in advance.

For positions that require a master's degree or higher for licensure, the master's credits from the program beyond 39 credits will be applied to lanes beyond the MA lane.

Subd. 6. Application

Credits to apply to lanes beyond a particular lane, must be earned subsequent to the earning of the degree, and must be taken at an accredited college or university.

Subd. 7. Payment of Present Salary

The rules contained herein relating to the application of credits on the salary schedule shall not deprive any teacher of any salary schedule placement already recognized and being paid.

Subd. 8. Prior Experience

Teachers new to the District who have experience in other school systems or in other fields of endeavor will be placed on the salary schedule as agreed between the School District and teacher.

Subd. 9 Step Advancement

Full time teachers and teachers working .5 FTE or more shall advance one step on the salary schedule per year, subject to the provisions of Section 2 above. Any teacher who serves less than .5 FTE shall be allowed to accumulate their FTEs for the purpose of this provision. When the cumulative FTE is .5 or more, the teacher will be credited with one full year of credit beginning with the start of the next school year. The teacher will then begin accumulating, from zero, additional FTE toward the next "Full Year's Credit" with the start of the next school year.

Subd. 10 District Reimbursement:

The District agrees to reimburse a teacher the cost of tuition and required texts for a course required by the Higher Learning Commission to qualify the teacher to teach any current, proposed, or future College-In-The-Schools/Concurrent Enrollment course offered by the district. Beginning July 1, 2021, the District also agrees to reimburse the teacher the costs of any courses the district requests the teacher to take in the future. Reimbursement applies only to the Plus 18 requirements and not the required content area master's degree. A teacher who receives reimbursement must maintain their status as a district employee for 5 (five) calendar years beyond each individual reimbursement date or repay the district prior to separation of employment

The district also agrees to reimburse the cost of tuition and required texts to obtain special education licensure for positions identified by the Board of Education as a critical and urgent need. A teacher who receives reimbursement must maintain their status as a district employee for 5 (five) calendar years beyond each individual reimbursement date or repay the district prior to separation of employment

Subd. 11 Deer River Enriched Credit (DREC)

High quality professional development is an important part of teacher growth; DREA and the Board agree to an In-House Graduate Credit system, called Deer River Enriched Credit (DREC).

1. The DREC Advisory Committee will meet to review and approve proposals one week before the end of each quarter and three weeks before the start of the school year.

2. The DREC Advisory Committee will be composed of one (1) teacher from both King Elementary and the High School; a building principal; the Superintendent; a School Board member; and an instructional coach. This is consistent with the DREC information documents created by the committee.

3. Any lane changes that result from the award of DREC credits shall take place on the pay date immediately following the DREC Committee meeting referenced in item #1.

Section 4. Payment Schedule

Teachers shall be paid twice per month. The pay dates are the 15th and the last day of the month or the last business day preceding those dates. Direct deposit is required. The district shall make available a pay stub in the most current format on each payday. The teacher is responsible for correcting an incorrect mailing address.

Section 5. Part Time Calculation

The amount of district compensation for salaries and fringes shall be pro-rated according to the fraction produced by dividing the hours worked by 7.0.

Section 6. Pay Deduction

Whenever pay deduction is made for a teacher's absence, the annual salary, inclusive of benefits, divided by the number of teacher duty days shall be deducted, prorated for the amount of time the teacher is absent.

Section 7. License Retention

Subd. 1. License Retention

For employees hired after July 1, 2014, any employee who possesses a specific license or certification shall maintain that license or certification unless the employee has not used the license in the previous 5 years or the district determines that the license or certification is no longer necessary, required, or germane to their current or potential employment or assignment.

Subd. 2. Licenses or Certifications at District cost

If any part of the training or tuition associated with a certification or licensure was paid for by the district, Article VI, Section 7, Subd. 1 shall not apply and district permission shall be required for the employee to drop the license or certification.

Section 8. Passes for Staff

All members of the bargaining until will receive one (1) free district athletic season pass per year.

Section 9. College in the Schools and Telepresence Assignments

Teachers given a CIS or telepresence teaching assignment shall be compensated an additional $500.00 stipend per semester per unique course (not per section). Teachers who teach a combined CIS telepresence course will only receive one stipend per semester.

ARTICLE VII
EXTRA COMPENSATION

Section 1. Extra-curricular Schedule

The wages and salaries reflected in the Appendix C, attached hereto, shall be a part of this Agreement and apply only to licensed teachers employed by Independent School District No. 317.

Subd. 1. Summer Programs

The salary listed under Appendix D shall apply to summer programs operated in June, July and August following the contract year specified.

Subd. 2. Point Placement

The points in Appendix C shall be applied to the eighth (8) step, B. S. experience level of the negotiated 2021-2022 Appendix A, for school year 2021-2022. The points in Appendix C shall be applied to the eighth (8) step, B. S. experience level of the negotiated 2022-2023 Appendix B, for school year 2022-2023.

Subd. 3. Notice of Assignment

Written annual notice of assignments shall be given.

ARTICLE VIII
GROUP INSURANCE

Section 1. Selection

The selection of the insurance carrier and policy shall be made by the School District as provided by law.

Section 2. Health and Hospitalization Insurance:

Subd. 1. Group Health Plan

Employer shall make available a group health plan to all qualified bargaining unit members who elect to participate in said plan. With respect to qualifying bargaining unit members, Employer shall contribute an amount not to exceed $600.00 towards the monthly premium cost for single group health coverage, and an amount not to exceed $1,100.00 during the 2021-2022 and 2022-2023 school years towards the monthly premium cost for family group health coverage.

Subd. 2. Employer Contributions to the Health Reimbursement Accounts for Active Employees

Subd. 1a. Definition. For the purposes of this agreement, "health reimbursement account" shall mean an account recognized by the Internal Revenue Service in which contributions can be made by the employer for the purposes of healthcare cost reimbursements.

Subd. 1b. Contributions. Employer will make a monthly contribution amount to individual health reimbursement accounts for qualifying bargaining unit members in accordance with the following schedule:

$150.00 per month (up to $1,800.00 annually) for each qualified employee who elects single coverage under the district's group health plan.

$230.00 per month (up to $2,760.00 annually) for each qualified employee who elects family coverage under the district's group health plan.

All contributions on behalf of a plan participant shall cease on the date the participant is no longer actively enrolled in the group health plan.

Subd. 3 Hardship

The contribution will be made on a monthly basis over the insurance plan year. If a participant in the health reimbursement arrangement is entitled to receive an annual contribution that is prorated on a monthly basis over the plan year, and the participant incurs one or more claims for an eligible health expense that exceeds the participant's account balance in their account, the Employer may, at the participant's hardship case request, accelerate its prorated contribution for that year to the extent necessary to reimburse the participant for the claim. The total contribution for such a participant shall in no event exceed the contribution to which he or she was originally entitled to for that year.

Subd. 4 Pro-ration.

If a qualified bargaining unit member [or retiree] enters the plan as a participant on a date after the first day of the plan year, the Employer shall prorate the amount of the Employer contribution to reflect the late entry. If the participant incurs one or more claims for an eligible health expense that exceeds the participant's account balance in their account, the Employer may, at the participant's hardship case request, increase its contribution for that year to the extent necessary to reimburse the participant for the claim, but not exceeding the contribution made to similarly situated participants who entered the plan on the first day of the plan year. The participant shall be entitled to the same rights of similarly situated employees to accelerate future employer contributions that are prorated over the plan year.

Subd. 5. Payment of Administrative Fees

All administrative fees allocable to individual health reimbursement accounts of active employees or former employees shall be paid from the employee's account.

Section 3. Dental Insurance

The District shall contribute up to $48.26 per month toward the premium of single dental insurance or $62.00 per month toward the premium of family dental insurance for employees. Part-time teachers shall receive benefits proportionate to their percentage of employment.

Section 4. Life Insurance

The District shall contribute up to $102.00 per year toward the purchase of $50,000 term life insurance. Part-time teachers shall receive benefits proportionate to their percentage of employment.

Section 5. Long-term Disability Insurance

The School District shall contribute the total dollar amount per month toward the premium of each contract teacher enrolled in the School District group long term disability income plan.

Section 6. Insurance Plan

The exclusive representative reserves the right to conduct a vote of all DREA members enrolled in the health insurance plan to accept or reject, a change in any insurance coverage as proposed by the School District, and pursuant to the state law, subject to the grievance procedure.

Section 7. Terms of Eligibility

Subd. 1. Full or Part Time Status

Full benefits provided in this Article are designed for full time personnel as described in Articles XII and XIII thereof. Part time employees who are employed an average of at least twenty (20) hours per week and ninety (90) days in a school year shall be eligible for partial benefits proportional to the extent of their employment. Eligibility is subject to any limitations contained in the contract between the Insurance Carrier and the District.

Subd. 2. Termination of Employment

A teacher is eligible for insurance contributions as long as the teacher is employed and on paid status by the School District. Upon termination of employment all District contributions shall cease except that in the case of a teacher who has been on payroll status for the full year that teacher shall receive coverage to September 30th.

Subd. 3. COBRA Coverage

Any teacher who leaves the employment of the Deer River School District and who qualifies for Teachers' Retirement Association shall, after all district contributions have ceased, be allowed to remain in the District's health and hospitalization insurance plan at their own expense pursuant to state and federal law.

Section 8. Claims Against the School District:

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 an insurance carrier.

ARTICLE IX
LEAVES OF ABSENCE

Section 1. Sick Leave

Subd. 1. Accrual Rates

A full-time teacher shall earn 15 sick leave days per year at a rate of 1.66 days at the end of each month of service in the employ of the School District. Annual sick leave shall accrue monthly as it is earned on a proportionate basis to the teacher's work year.

Subd. 1a. Part Time Proration

Part-time teachers shall receive sick leave on a prorated basis. A day shall be the same in length as the day the pro-rated teachers are contracted for. Teachers moving to full time employment from part time employment shall maintain the leave accrued. Substitutes who at the time of their employment are known to be replacing the same teacher for more than thirty (30) consecutive days shall earn one day per thirty (30) days of employment.

Subd. 2. Unused Sick Days

Unused sick leave days may accumulate to a maximum credit of 160 sick leave days per teacher.

Subd. 3. Allowances

Sick leave with pay shall be allowed by the Superintendent or the Superintendent's designated representative whenever a teacher's absence is found to have been due to the teacher's illness or disability which prevented the teacher's attendance at school and performance of duties on that day or days.

Subd. 4 Sick Leave Benefits; Care of Relatives

(M.S. 181.9413) An employee may use personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's child as defined in M.S. section 181.940, subdivision 4, adult child, spouse, domestic partner sibling, parent, grandparent, or grandchild, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury. This section applies only to personal sick leave benefits payable to the employee from the employer's general assets.

For purposes of this section, "personal sick leave benefits" means time accrued and available to an employee to be used as a result of absence from work due to personal illness or injury, but does not include short-term or long-term disability or other salary continuation benefits.

For the purpose of this section, "child" includes a stepchild and a biological, adopted, and foster child.

For the purposes of this section, "sibling", "parent", "grandparents,", or "grandchild" includes stepfamily. Domestic partner shall mean a person who is neither married nor related by blood or marriage to the employee and is responsible with the employee for each other's welfare.

This section does not prevent the District from providing greater sick leave benefits than are provided for under this section.

Subd. 5. Medical Appointments

A medical appointment for self, spouse, children, or parent requiring the teacher's absence from school shall be deducted from sick leave.

Subd. 6. Medical Certificates

The School District may require a teacher to furnish a medical certificate from a qualified physician as evidence of any illness and/or disability pursuant to this section, indicating such absence was due to illness and/or disability, in order to qualify for sick leave pay. However, the determination as to the eligibility of a teacher for sick leave is reserved to the School District. If a medical certificate will be required, the teacher will be so notified.

Subd. 7. Preauthorization

Sick leave pay shall be approved only upon submission of an absence request and subsequent approval by school or district administrator using the most current absence request system.

Subd. 8. Pre-use of Unaccrued Sick Days

Teachers may use sick leave in advance in any single year provided they have salary in reserve to cover days granted.

Subd. 9. Donation of Sick Days to Other Teachers

If a teacher encounters a catastrophic medical problem as determined by the district and has had to utilize their accrued sick leave days fellow teachers may donate one (1) day of his/her sick leave days to the aforementioned after a request has been made by the exclusive representative and approved by the district.

Section 2. Personal Leave

Subd. 1. Accrual Rate

A teacher may be granted a leave at the discretion of the School District of no more than three (3) days per year of which two (2) days may be carried forward into the next school year. The total of accumulated days shall not exceed five (5) days. If a teacher does not use any or all of the allotted personal leave days each year, two days will be carried forward and the remainder will be paid at the current daily substitute teacher rate of pay. At the discretion of the Superintendent of Schools, additional leave may be granted.

Subd. 1.a. Ten Year Additional Day

After ten (10) years of service a teacher will be granted one (1) additional day of personal leave. The total of accumulated days shall not exceed five (5).

Subd. 2. Preauthorization

Requests for personal leave shall be made by completing an absence request at least five (5) days in advance using the absence reporting system The request shall not indicate the specific reason for the leave but shall state that the leave is being requested pursuant to this section.

Subd. 3. Use Restrictions

Requests for personal leave shall be limited to 10% of the teaching staff per school per day.

Subd. 4. Qualified Use

Personal leave may be granted for situations that arise requiring the teacher's personal attention which cannot be attended to when school is not in session and which are not covered under other provisions of this Agreement.

Section 3. Bereavement Leave:

In the event of a death in the immediate family, up to four (4) days of sick leave may be used for bereavement. For the purposes of this subdivision, "immediate family" is defined as the teacher's spouse; the teacher or spouse's child, parent, step-child, brother or sister, grandparents or grandchildren; or the son-in-law or daughter-in-law of the teacher. Two (2) days bereavement leave will be granted in the event of a death of an extended family member. One (1) day bereavement leave will be granted in the event of a non-family member. Bereavement leave will be deducted from sick leave. One additional day may be taken with a deduction from salary at the current substitute rate. Any days taken beyond those specified shall be deducted at 1/181th of the teacher's salary. Personal leave days may be used in addition to bereavement leave specified herein.

Section 4. Association Leave

A public employer must afford reasonable time off to elected officers or appointed representatives of the exclusive representative for the purpose of conducting the duties of the exclusive representative and must, upon request, provide a leave of absence to elected or appointed officials of the D.R.E.A. for a total of four (4) teacher days with no deduction of pay. Any additional days, with the approval of the Superintendent, will be deducted at the current substitute daily rate of pay.

Section 5. Leave of Absence

Subd. 1. Application

Teachers with a minimum of three (3) years of experience in the School District may apply in writing for an unpaid leave of absence subject to the provisions of this section. The granting of such leave shall be at the sole discretion of the School District.

Subd. 2. Purpose

Such leave may be granted by the School District for overseas teaching, participation in the Peace Corps, Vista, and/or the National Teacher Corps, extended illness of the teacher, extended illness of the teacher's family, civic activities, alternative occupational experiences, teacher organization activity, service in public office, or other reason deemed appropriate by the School District.

Subd. 3. Notification

A teacher on such leave shall notify the School District in writing no later than April 1 of the final leave year of the teacher's intention to return at the conclusion of the leave or to request an extension of the leave. The granting of an extension shall be at the sole discretion of the School District. Failure to notify the district by the April 1 deadline will be deemed to be a resignation from the position for which the leave was granted. The School District may also, at its sole discretion, waive the April 1 notice date if the School District determines there are special circumstances involved.

Section 6. Child Care Leave

Subd. 1. Terms and Conditions

A childcare leave may be granted for up to one year by the School District subject to the provisions of this section to one (1) parent of an infant child, provided such parent is caring for the child on a full-time basis.

Subd. 2. Preauthorization

A teacher making application for childcare leave shall inform the Superintendent in writing of intention to take the leave at least two calendar months before commencement of the intended leave.

Subd. 3. Maternity Leave Correlations

If the reason for the childcare leave is occasioned by pregnancy, a teacher may utilize sick leave pursuant to the sick leave provisions of the Agreement during a period of physical disability. However, a teacher shall not be eligible for sick leave during a period of time covered by a childcare leave. A pregnant teacher will also provide at the time of the leave application, a statement from her physician indicating the expected date of delivery.

Subd. 4. School District Rights

District may adjust the proposed beginning or ending date of a childcare leave (unless the teacher chooses to use the disability leave followed by a childcare leave) so that the dates of the leave are coincident with some natural break in the school year: i.e., winter vacation, spring vacation, semester break or quarter break, end of a grading period, end of the school year, or the like.

Subd. 5. School District Determinations

In making a determination concerning the commencement and duration of a childcare leave, the School Board shall not, in any event, be required to:

(a) grant any leave more than twelve (12) months in duration

(b) permit the teacher to return to his or her employment prior to the date designated in the request for childcare leave.

Subd. 6. Re-Employment

A teacher returning from childcare leave shall be re-employed in a position, which he or she is licensed unless previously discharged or placed on un-requested leave.

Subd. 7. Failure to Return

Failure of the teacher to return pursuant to the date determined under this section shall constitute grounds for termination unless the School District and the teacher mutually agree to an extension in the leave.

Subd. 8. Leave Provisions

A teacher who returns from childcare leave within the provisions of this section shall retain all previous experience credit for pay purposes and any unused leave time accumulated under the provisions of this Agreement at the commencement of the beginning of the leave. The teacher shall not accrue additional experience credit for pay purposes or leave time during the period of absence for childcare leave.

Subd. 9. Insurance Continuation

A teacher on childcare leave is eligible to participate in group insurance programs if permitted under the insurance policy provisions, but shall pay the entire premium for such programs as the teacher wishes to retain, commencing with the beginning of the childcare leave. The right to continue participation in such group insurance programs, however, will terminate if the teacher does not return to the district pursuant to this section.

Section 7. Jury Duty Leave

Any teacher who is called to serve jury duty for a municipal, county, state or federal court shall be provided leave with pay for each day of required jury duty service. The teacher shall notify the District of the dates of pending absence as soon as possible following notice of jury duty. The teacher shall reimburse to the District any per diem paid to the juror by the court for jury duty service, on a day when school is in session, except that the teacher shall retain any mileage and meal allowance paid by the court.

Section 8. Court Subpoena
Any teacher subpoenaed to testify in municipal, county, state or federal court (as it directly relates to the responsibility as a teacher of the district) on a non-contract day, shall be paid their daily rate of compensation (1/181 days).

Section 9. Military Leave
Military leave shall be granted pursuant to applicable law.

Section 10. Workers Compensation
Pursuant to M.S. Chapter 176, a teacher injured on the job in the service of the School District and collecting worker's compensation insurance may draw sick leave and receive full salary from the School District, the salary to be reduced by an amount equal to the insurance payments, and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

Section 11. Family and Medical Leave
Subd. 1. Purpose
FMLA leave shall be granted pursuant to the Family and Medical Leave Act of 1993.

ARTICLE X
SEVERANCE

Section 1. 403B Matching Contributions

Subd. 1. Eligibility
Beginning February 1, 2000, full-time and part-time teachers who are employed and have completed at least three (3) years of service with Independent School District #317 shall be eligible to participate in a 403b matching contribution plan.

Subd. 2. Contribution Schedule
Independent School District #317 will contribute annually an amount equal to the amount contributed by the eligible teacher to the 403b plan not to exceed the amounts shown in the following formula:

4-5 years of service in Independent School District #317 - $800.00
6-14 years of service in Independent School District #317 - $1,200.00
15 or more years of service in Independent School District #317- $2,000.00

Subd. 3. New Hires with Previous Experience Eligibility
Teachers who begin teaching in the district and are credited with years of service will be eligible to participate in the 403b match according to the following:

4-7 years credited – after two years in the district
more than seven years credited – after one year in the district

For eligibility as defined in Subd. 2, teachers shall be credited with the number of years given at the initial placement on the salary schedule plus their years of service in ISD #317.

Subd. 4. Part Time Eligibility
Teachers employed less than full time may participate in the above 403b matching plan on a pro rata basis determined by their percentage of full-time employment.

Subd. 5. Contribution Limits
The maximum career matching contribution by Independent School District #317 for any individual teacher shall be $35,000.00. For teachers hired before July 1, 1995, see Section 2.

Subd. 6. Authorization Agreement
A salary reduction authorization agreement must be completed by the eligible teacher by October 1st of the school year for the teacher to participate in the 403b matching contribution plan for that school year. Once enrolled, the authorization will remain in force unless the teacher requests changes by October 1st.

Subd. 7. Unpaid Leave Eligibility
Teachers on unpaid leave may not participate in the 403b plan.

Subd. 8. Participating Investment Companies
Contributions can be directed only to those investment companies participating in the 403b match that are presently on file and pursuant to District Policy 715.

Section 2. Sick Leave Buyout Plan

Subd. 1. Eligibility
This section applies only to teachers hired before July 1, 1995.

Subd. 2. Calculation
Teachers with ten (10) or more years of continuous service to the district will receive an amount equal to their accumulated sick leave days up to a maximum of one hundred (100) times the teacher's current daily rate of pay, less the amount contributed by Independent School District #317 to the teacher's 403b plan. This amount will be paid within two years from the time the teacher severs employment with the district, at the teacher's discretion.

Subd. 3. Payment Disbursement
100% of the payment for eligible employees shall be made to the employee's Post Employment Health Care Savings Plan. Employees eligible for the payment outlined in section 2 will contribute to the Post Employment Health Care Savings Plan with 100% of the employee's payment to the Health Care Savings Plan.

Subd. 4. Death Prior to Disbursement
In the event a qualifying teacher or retiree dies before all or any portion of the payment has been distributed, that balance shall be paid to a named beneficiary or to the deceased's estate.

ARTICLE XI
POST HEALTH CARE FOR RETIREES

Section 1. Post Health Care for Retirees

Subd. 1. Post Health Care for Retirees
Retirees hired in or before 1981, will receive $5,000.00 for post health care provided the retiree notifies the district office in writing of their intent to retire by February 28th of the school year they intend to retire. A teacher hired in or before 1981 who retires during the school year prior to April 30th, must notify the district 60 days before they intend to retire to receive the $5000.00. All employees eligible for the $5,000.00 post health care outlined in this section will have 100% of the employee's payment made to the Health Care Savings Plan.

Subd. 2. Extenuating Circumstances
A teacher retiring due to unforeseeable or extenuating circumstances (as determined by the district) or a catastrophic medical condition as determined by a physician and is unable to notify the district 60 days before the impending retirement date shall be eligible to receive the $5,000 contribution provided for under Article XI, Section 1, Subd. 1 of the current contract.

ARTICLE XII
HOURS OF SERVICE

Section 1. Basic Day

Subd. 1. Basic Day
The basic teacher's day, inclusive of lunch, shall be seven- and one-half hours.

Subd. 2. Additional Time

In addition to the basic teacher day, teachers will be on duty for an additional 90 minutes per week. Of that time, 30 minutes may be used by the district for staff development time. The remainder of the time shall be for teacher responsibilities or other activities as determined by building leadership teams and a representative of the district. In the absence of a building leadership team, decisions about the remainder of the teacher duty time shall be made between a representative of the district and the DREA executive committee.

Subd. 3. Short Weeks

In weeks with 3 student days or fewer, there shall be 60 additional minutes, of which 30 are available for staff development. In weeks with zero student days, no additional minutes are required.

Subd. 4. Part-time staff

Total weekly additional time for part time staff shall be prorated according to their contract hours, however, part time staff are expected to attend all staff development activities that full-time staff attend.

Section 2. Building Hours

The specific start time for each building may vary according to the needs of the educational program of the School District and each school site. The District may set varying start times for each site. On Fridays and days before student vacation, teachers shall be allowed to leave the building at the time the last bus typically leaves the premises on a normal, full-length school day.

Section 3. Preparation Time

Minnesota Statute 2000, 122A.50: Within the student day for every twenty-five (25) minutes of classroom instructional time, a minimum of five (5) additional minutes of preparation time shall be provided to each licensed teacher. Preparation time shall be provided in one or two uninterrupted blocks during the student day. Exceptions to this may be made by mutual agreement between the district and the exclusive representative of the teachers.

Subd. 1. Assignments of Time

Full time secondary teachers will be assigned an advisory period for which no prep is required, five (5) classes and two (2) preparation periods or an advisory for which no prep is required, five (5) classes, one (1) supervisory period and one (1) preparation period

Subd. 2. Additional Class and Preparation Time

By mutual consent of the teacher and District, a teacher may teach six (6) classes (one of which will be offered at least twice) and one (1) preparation period during the school year. The teacher shall be compensated with additional pay in the amount of $1,000.00 per semester for each semester in which the teacher has six (6) assigned classes.

Subd. 3. Additional Class Assignment Procedure

When a sixth classroom period of instruction is requested:

a. The position shall be offered to the most senior teacher certified in that area.
b. If that teacher does not accept the assignment, it will be offered to other teachers in order of seniority.

ARTICLE XIII
LENGTH OF THE SCHOOL YEAR

Section 1. Teacher Duty Days:

Student contact and workshop days shall total 181 days.

Section 2. Emergency Closing

Teachers shall not be obligated to appear at their respective schools when the weather is inclement as to cause emergency school closing and shall be allowed to leave if dismissal is early.

Section 3. Scheduled Make Up Days
In the event of more than two student days or teacher duty days lost for any emergency, the teacher shall perform duties at the end of the scheduled school year in lieu thereof, as the School District or its designated representative shall determine, if any.

ARTICLE XIV
UNREQUESTED LEAVE OF ABSENCE (ULA) AND SENIORITY AGREEMENT

Section 1. Purpose
The purpose of this article is to implement the provisions of M.S. 122A.40, Subd. 10. which article, when adopted, shall constitute the required plan for ULA because of discontinuance of position, lack of pupils, financial limitations, or merger of classes caused by consolidation of school districts
.

Section 2. Definitions
For purposes of this article, the terms defined shall have the meanings respectively ascribed to them.

Subd. 1. Teacher
"Teacher" shall mean those members of the unit as defined by PELRA and this Agreement, except the provisions of this article shall not be applicable to any other bargaining unit member who is not a teacher as defined by M.S. 122A.40, Subd.1.

Subd. 2. Qualified Teacher
"Qualified" shall mean a teacher who, in addition to the state license, has a major in the subject matter or field taught and, as solely determined by the School District, has successfully had teaching experience in such subject matter or field within the past five (5) years.

Subd. 3. Original Date of Hire
For the purposes of seniority, the original date of hire shall refer to the first day of instructional service.

Subd. 4. Seniority
"Seniority" applies only to Tier 3 and Tier 4 qualified teachers and commences with the first day of continuous teaching service in the School District. For seniority purposes, teachers employed as District-wide coordinators and consultants will be considered as part of the subject matter area most closely related to the teacher's current assignment or licensure as determined by the School District.

Subd. 5. Part-time seniority
Prior to July, 1981, original date of hire shall determine seniority. Part-time service shall equal full-time seniority for each year prior to July 1, 1981.

(a) Teachers working 50% of the school year or more shall receive a full year of seniority.
(b) Subsequent to July 1, 1981, seniority for less than 50% time personnel shall use the following formula:
    (1) All less than 50% time teachers shall be placed on a seniority list with experience to accrue by accumulating hours with one year being equal to 1,260 hours. (Example: a teacher working 2/7 of a year's seniority.)
    (2) Long term substitute working under M.S. 123.35 (full year) shall accrue one full year seniority.

Section 3. Unrequested Leave of Absence
In placing an individual on unrequested leave, the Board shall be governed by the following provisions:

Subd.1. Terms
The School Board may place on ULA such teachers as may be necessary because of discontinuance of position, lack of pupils, financial limitations, or merger of classes. Such leave of absence shall continue for a period of three (3) years, after which the right to reinstatement shall terminate; provided the teacher's right to reinstatement shall also terminate if the teacher fails to file with the Superintendent, by March 1st of each year, a written statement

requesting reinstatement. Such leave shall be effective no later than the close of the school year or at such earlier time as mutually agreed upon by the teacher and the School Board.

Subd. 2. Notice
Teachers placed on such leave shall receive notice by April 15th of the school year prior to the commencement of such leave with reasons for said placement.

Subd. 3. Placement
No teacher who has acquired continuing contract rights shall be placed on unrequested leave of absence while probationary teachers, Tier 1, or Tier 2 teachers are retained in positions for which the teacher who has acquired continuing contract rights is licensed.

Teachers shall be placed on ULA in inverse order of seniority in the field and subject matter employed with the following exceptions: 1) No teacher shall be placed on ULA if any other qualified teacher employed in the same field and subject matter is on a "Teacher Improvement Plan" as provided for in the "Teacher Evaluation and Peer Review Process" required in M.S. 122A.40, Subd. 8.; 2) No teacher holding a master's degree or higher in the field and subject matter employed shall be placed on ULA if any other qualified teacher employed in the same field and subject matter holds less than a master's degree in the field or subject matter employed. A graduate degree of master's or higher will not provide protection from ULA if the degree is not in the subject matter for which the teacher is employed; 3) No teacher who has received specialized training or certification at the expense of the School District shall be placed on ULA if there exists any other qualified teacher employed in the same field and subject matter.

Subd. 4. Tiebreaker
In the event a reduction in number of teachers creates a situation requiring that a choice be made among teachers who have equal seniority, the selection of the teacher(s) for purposes of reduction shall be made at the discretion of the School District in consultation with the DREA president based on criteria including:

1) Special or advanced certifications obtained in the teacher's field and subject matter employed.
2) Performance and evaluations
3) Evidence of training outside of degree/work toward professional growth
4) Evidence, including experience in other school districts
5) Involvement in district/building leadership
6) Involvement in extra-curricular assignments/activities

Subd. 5. Reinstatement
Process:
No new teacher shall be employed by the School District while any qualified teacher is on ULA in the same field and subject matter, unless the teacher fails to advise the School Board within ten (10) weekdays of the date of notification that a position is available to the teacher.

Failure to accept, in writing, within such ten (10) weekday period shall constitute a waiver on the part of the teacher to any further rights of employment or reinstatement, and that teacher shall forfeit any future reinstatement or employment rights, unless said teacher is under contract to another school system, in which case, the teacher may defer return until a time convenient to the programs of both Districts, but in no event beyond the start of the next school year.

Teachers placed on ULA shall be reinstated to the positions from which they have been placed on ULA or any other available positions in the School District in the fields in which they are qualified as such positions become available. The order of reinstatement shall be in inverse order in which teachers were placed on ULA.

The order of reinstatement of teachers who have equal seniority and who are placed on unrequested leave in the same school year shall be determined following the same tie-breaker considerations and process listed in Section 3, Subd TBD.

Subd. 6. Notices: When placed on ULA, a teacher must file his/her name and address, to which any notice of reinstatement or availability of position shall be mailed, with the School District personnel office. Proof of

service by the person in the School District depositing such notice to the teacher at the last known address shall be sufficient. The teacher on ULA shall be responsible to provide an address for forwarding of mail or for address changes. Failure of a notice to reach a teacher shall not be the responsibility of the School District if any notice has been mailed as provided in this article.

Subd. 7. Vacancies
No appointment of a new teacher shall be made while there is available, on unrequested leave, a teacher who is properly licensed to fill such vacancy, unless the teacher fails to advise the School Board within thirty (30) days of the date of notification that a position is available to the teacher, that the teacher may return to employment and will assume the duties of the position to which appointed on a future date determined by the Board.

Subd. 8. Reinstatement Rights: Reinstatement rights shall automatically cease three (3) years from the date ULA was commenced, and no further rights to reinstatement shall exist unless extended by written mutual consent of the School Board and the qualified teacher.

Subd. 9. Employment Elsewhere During ULA
Any teacher placed on such leave may engage in teaching or any other occupation during such period and may be eligible for re-employment insurance if otherwise eligible for such compensation under that law, and such leave will not result in a loss of credit for years of service in the School District earned prior to the commencement of such leave.

Subd. 10. Continuing Contract Rights Impairment
The unrequested leave of absence shall not impair the continuing contract rights of the teacher or result in a loss of credit for previous year of service.

Subd. 11. Re-Employment Compensation
Nothing in this subdivision shall be construed to impair the rights of a teacher placed on unrequested leave of absence to receive reemployment compensation if otherwise eligible.

Subd. 12. Recall While Employed Elsewhere
If a teacher being recalled is under contract to another school system, the teacher may, defer return until a time convenient to the programs of both Districts, but in no event beyond the start of the next school year.

Subd. 13. ULA While on Regular Leave
A teacher who is on leave of absence but who would have been placed on unrequested leave had they been actively working in the District, will be placed on unrequested leave in accordance with the applicable provisions of this Article.

Subd. 14. Vacancies Due to Approved Leave
If there is a vacancy created by an approved leave those teachers on unrequested leave of absence (if appropriately licensed) shall be eligible to fill such positions.

Subd. 15. Health Insurance Provisions
Employees on unrequested leave can remain in the medical insurance plan PURSUANT TO COBRA. The full premium cost shall be pre-paid to the District on a monthly, quarterly or annual basis.

Subd. 16. Filing of Licenses
In any year in which a reduction of teaching positions is occurring and the School Board is placing teachers on ULA, only those licenses active and valid according to state of Minnesota shall be considered for purposes of determining ULA within areas of licensure for the following school year. A license filed after January 15th shall be considered for purposes of reinstatement but not for the current reduction.

Subd. 17. ULA Challenge Procedure
Right to a hearing and decision: If the teacher requests a hearing, teachers proposed for placement on unrequested leave of absence pursuant to school board action shall be entitled to a hearing and challenge the

proposed placement pursuant to the grievance procedure as provided in this agreement commencing at the arbitration level.

Subd. 18. Effect

Article XIV shall be effect at the beginning date of this Master Agreement and shall be governed by its duration clause. This article shall govern all teachers, as defined in Section 2., Subd. 1. above and shall not be construed to limit the rights of any other licensed employee not covered by the Master Agreement or other Master Agreement affecting such licensed employee.

Section 4. Establishment of Seniority List

Subd. 1. Seniority List Preparation and Posting Procedure

The School Board shall annually cause a seniority list (by name, date of employment, licensure and subject area taught) to be prepared from its records by no later than October 1. It shall thereupon post such list in an official place in each school building of the District.

Subd. 2. Disagreement of Seniority List

Any person whose name appears on such list and who may disagree with the findings of the School Board and the order of seniority in said list shall have twenty (20) working days from the date of posting to supply written documentation, proof and request for seniority change to the School Board.

Subd. 3. Disagreement Evaluations and Annual Updates

Within ten (10) days thereafter, the School District shall evaluate any and all such written communications regarding the order of seniority contained in said list and may make such changes the School Board deems warranted. Disputes regarding the seniority list shall be resolved using the grievance procedure. A final seniority list shall thereupon be prepared by the School Board, which list as revised shall be binding on the School District and any teacher. Each year thereafter the School Board shall cause such seniority list to be updated to reflect any addition or deletion of personnel caused by retirement, death, resignation, other cessation of services, of new employees. Such yearly revised list shall govern the application of the unrequested leave of absence policy until thereafter revised.

Section 5. Name and Address Change Notification Requirements

When placed on unrequested leave, a teacher shall file his/her name and address with the School District personnel office to which any notice of reinstatement or availability of position shall be mailed. Proof of service by the person in the School District depositing such notice to the teacher at the last known address shall be sufficient and it shall be the responsibility of any teacher on unrequested leave to provide for forwarding of mail or for address changes. Failure of a notice to reach a teacher shall not be the responsibility of the School District if any notice has been mailed as provided herein.

ARTICLE XV
GRIEVANCE PROCEDURE

Section 1. Definitions

Subd. 1. Grievance

The word "grievance" shall mean a written allegation by a teacher that the teacher has been negatively affected as a result of a dispute or disagreement between the teacher and the School District as to the interpretation or application of specific terms and conditions contained in this Agreement.

Subd. 2. Group of Teachers

A group of fewer than ten (10) teachers may file a grievance if a complaint arises out of the same transaction or occurrence and the facts and claim are common to all teachers in the group. Such grievance must be in writing and signed by all grievants in the group.

Subd. 3. Exclusive Representative Grievance

The exclusive representative may file a grievance if a complaint involving ten (10) or more teachers arises out of the same transaction or occurrence and the facts and claim are common to all members of the group. In order to pursue a group grievance, the exclusive representative must provide the names and signatures of the affected teachers no later than the third level of the grievance procedure. The exclusive representative group grievance may proceed only as to the teachers identified in the appeal to arbitration. The exclusive representative may also file a grievance if the allegation involves a specific right of the exclusive representative as provided in this Agreement.

Section 2. Representative

The grievant, administrator, or School Board may be represented during any step of the procedure by any person or agent designated by such party to act in the party's behalf.

Section 3. Definitions and Interpretations

Subd. 1. Extension

Time limits specified in this Agreement may be extended by mutual written agreement.

Subd. 2. Days

Any 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 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

A grievance shall not be valid for consideration unless the grievance is submitted to the School District's designee in writing, signed by the grievant, setting forth the facts and the specific provision(s) of the Agreement allegedly violated and the particular relief sought within twenty five (25) days after the date that 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 teacher and the School District's designee.

Section 5. Grievance Steps

The School District and the teacher shall attempt to adjust all grievances which may arise during the course of employment of any teacher within the School District in the following manner:

Subd. 1. Level I

If the grievance is not resolved through informal discussion, the School District designee shall give a written decision on the grievance to the parties involved within ten (10) 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, provided such appeal is made in writing within ten (10) days after the receipt of the decision in Level I. If a grievance is properly appealed to the Superintendent, the Superintendent or his/her designee shall set a time to meet regarding the grievance within fifteen (15) days after receipt of the appeal. Within ten (10)

days after the meeting, the Superintendent or his/her 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 ten (10) 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 (20) days after receipt of the appeal. Within ten (10) 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 representative(s) of the School Board may be designated by the School Board to hear 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. 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(s) notifies the parties of the intention to review within ten (10) 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 decision.

Section 7. Denial of Grievance
Failure by the School Board or its representative to issue a decision within the time period provided herein shall constitute a denial of the grievance, and the teacher may appeal it to the next level.

Section 8. Mediation Procedures
In the event that the teacher and the School Board are unable to resolve any grievance, the grievance may be submitted to mediation as defined herein:

In the event that the grievant(s) and the School District are unable to resolve any grievance, the parties may jointly agree to participate in mediation by the Bureau of Mediation Services (BMS) for the purpose of compromising, settling, or resolving the grievance prior to submitting a grievance to arbitration.

Subd. 1. Request
A request to submit a grievance to mediation must be made in writing using a Grievance Mediation Agreement form, signed by the grievant(s) or the School District, and delivered to the designee of the other party. The other party shall respond within ten (10) working days to accept or deny the submission of a grievance to mediation.

Subd. 2. Mediation
The assigned mediator shall schedule one (1) or more mediation sessions. The mediation shall be conducted in conformance with Bureau of Mediation Services Policies and Procedures regarding Grievance Mediation. The mediator does not have authority to order discovery.

Grievance timelines shall automatically be suspended while in Grievance Mediation.

Subd. 3. Costs of Mediation
The costs of mediation shall be borne equally by both parties. Each party shall bear its own costs related to representation during the mediation process.

Subd. 4 Recommendation
he recommendations of the mediator, if any, shall be advisory only and shall not be binding on either party. No offers, counter offers, recommendations, references to the mediation, or any documentation relating to grievance mediation shall be used by either party in any subsequent proceeding.

Subd. 5 Resolution
If resolution is reached, the agreement shall be put in writing. If agreement or resolution is not reached, the grievance process shall be automatically resumed at the beginning of the timeline for the moving party to request arbitration.

Section 9. Arbitration Procedure

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 (10) 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 first been duly processed in accordance with the grievance procedure and appeal provisions.

Subd. 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 PELRA, 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 herein shall constitute a waiver of the grievance.

Subd. 4. Hearing

The grievance shall be heard by a single arbitrator, and both parties may be represented by such person(s) 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.

Subd. 5. Decision

The decision by the arbitrator shall be rendered within thirty (30) 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 limitations of arbitration decisions as provided in PELRA. 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. 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 of the hearing shall be made 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 either or both parties, and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration. However, the party ordering a copy of such transcript shall pay for such a copy.

Subd. 7. Jurisdiction

The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before him/her 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 School District, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issue in dispute, the arbitrator's order shall give due consideration to the statutory rights and obligations of the School District to efficiently manage and conduct its operation within the legal limitations surrounding the financing of such operations.

Section 10. 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 teacher shall waive the 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 XVI
EARLY CHILDHOOD FAMILY EDUCATION TEACHERS

Section 1. Statutory Considerations

Pursuant to Minn. Stat. 122A.26, Subd. 2 an Early Childhood Family Education (ECFE) teacher who teaches in an early childhood and family education program, which is offered through a community education program which qualifies for community education aid or ECFE aid, must meet licensure requirements as a teacher. Pursuant to PELRA, ECFE teachers are part of the bargaining unit.

Section 2. Application of Contract

The parties recognize that the employment of ECFE teachers is unique and market driven, and accordingly requires particular consideration in the contract because of this unique employment relationship.

Section 3. Probationary Period

The probationary period of ECFE teachers shall be three school years of continuous service. During the probationary period, the School District shall have the unqualified right to suspend, discharge or otherwise discipline an employee, and the employee shall have no recourse to the grievance procedure. Upon completion of the probationary period, an employee may be suspended or discharged only for just cause and such employee shall have access to the grievance procedure.

Section 4. Layoff and Recall

ECFE teachers shall have seniority only as an ECFE teacher and shall have a separate seniority list consisting only of ECFE teachers. An ECFE teacher shall not have any rights to any other teaching position in the School District. ECFE teachers shall be laid off and recalled within order of seniority with other ECFE teachers.

Section 5. Compensation

POSITION	**Hours**	**2021-2022 Hourly Rate**	**2022-2023 Hourly Rate**
Site Contact	EC Hours	$ 33.51	$ 34.01
EC Educator and Parent Educator:			
0-3 years exp. (85% of 10 years exp.)	EC Hours	$ 22.97	$ 23.31
4-6 years exp. (90% of 10 years exp.)	EC Hours	$ 24.32	$ 24.68
7-9 years exp. (95% of 10 years exp.)	EC Hours	$ 25.67	$ 26.06
10 years exp. or more	EC Hours	$ 27.00	$ 27.41

Section 6. Applicable Sections of the Collective Bargaining Agreement

ECFE teachers shall be covered by the following sections of the collective bargaining agreement:

Article I	Purpose
Article II	Recognition of Exclusive Representative
Article III	Definitions
Article IV	School Board Rights
Article V	Teacher Rights

Article VII	Extra Compensation
Article VIII	Group Insurance
Article IX	Leaves of Absence
Article X	Section 1, Severance
Article XV	Grievance Procedure
Article XVII	Duration

Section 7. Sections of the Collective Bargaining Agreement Not Applicable

ECFE teachers shall not be eligible for the following articles of the collective bargaining agreement, which apply only to regularly licensed continuing contract teachers:

Article VI	Basic Schedule and Rates of Pay
Article X	Section 2, Severance
Article XII	Hours of Service
Article XIII	Length of the School Year
Article XIV	Unrequested Leave

Section 8. Hours of Service, Duty Day, Duty Week, and Duty Year

Recognizing the unique, changing and irregular nature of the ECFE program, hours of service, duty day, duty week and duty year shall be as assigned by the Early Childhood Director, Early Childhood Coordinator and/or the School District and modified from time to time based upon the needs of the program.

ARTICLE XVII
DURATION

Section 1. Terms and Reopening Negotiations

This Agreement shall remain in full force and effect for a period commencing on July 1, 2021, through June 30, 2023, and thereafter until modifications are made pursuant to the P.E.L.R.A. If either party desires to modify or amend this Agreement commencing on July 1, 2021, it shall give written notice of such intent no later than May 1, 2022. Unless otherwise mutually agreed, the parties may commence negotiations after January 1st.

Section 2. Effect

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

Section 3. Finality

Any matters relating to the current contract terms, whether or not referred to in this Agreement shall not be open for negotiations 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 if held invalid, it shall not affect any other provision of this Agreement or the application of any provision thereof.

Section 5. No Strike Clause

There shall be no strikes or lockouts during the term of this Agreement pursuant to the P.E.L.R.A.

APPENDIX A

This salary schedule is based on both (quarter) and semester credits.
One semester credit is equal to 1.5 quarter credits.

2021-2022 Salary Matrix								
Step	**BA**	**BA+10**	**BA+20**	**BA+30**	**BA+40/MA**	**MS/MA+10**	**MS/MA+20**	**MS/MA+30**
1	40,910	42,137	43,401	44,703	46,044	47,426	48,848	50,314
2	42,546	43,823	45,137	46,491	47,886	49,323	50,802	52,327
3	44,248	45,576	46,943	48,351	49,802	51,296	52,835	54,420
4	46,018	47,399	48,821	50,285	51,794	53,347	54,948	56,596
5	47,859	49,294	50,773	52,297	53,865	55,481	57,146	58,860
6	49,773	51,266	52,804	54,388	56,020	57,701	59,432	61,215
7	51,764	53,317	54,916	56,564	58,261	60,009	61,809	63,663
8	53,835	55,450	57,113	58,826	60,591	62,409	64,281	66,210
9	55,988	57,668	59,398	61,180	63,015	64,905	66,853	68,858
10	58,227	59,974	61,774	63,627	65,536	67,502	69,527	71,612
11	60,557	62,373	64,244	66,172	68,157	70,202	72,308	74,477
12	62,979	64,868	66,814	68,819	70,883	73,010	75,200	77,456

Retention Bonus - All cells will include a one-time lump sum for the 2021-2022 school year.	2,000
Longevity #1 – 16-19 years	1,000
Longevity #2 – 20-29 years	1,750
Longevity #3 – 30 or more years	2,250
Certifications eligible for One-Time Stipends: *If renewable, will receive stipend again	
~ Board Certified Teachers -NBPTS	1,000
~ National Certified Counselor - NBCC	1,000
~ Speech/Language Clinician (Certificate of Clinical Competency) – ASHA – CCC – SLP	1,000

APPENDIX B

This salary schedule is based on both (quarter) and semester credits.
One semester credit is equal to 1.5 quarter credits.

2022-2023 Salary Matrix								
Step	**BA**	**BA+10**	**BA+20**	**BA+30**	**BA+40/MA**	**MS/MA+10**	**MS/MA+20**	**MS/MA+30**
1	41,728	42,980	44,269	45,597	46,965	48,374	49,825	51,320
2	43,397	44,699	46,040	47,421	48,844	50,309	51,818	53,373
3	45,133	46,487	47,882	49,318	50,798	52,322	53,891	55,508
4	46,938	48,347	49,797	51,291	52,830	54,414	56,047	57,728
5	48,816	50,280	51,789	53,342	54,943	56,591	58,289	60,037
6	50,769	52,292	53,860	55,476	57,140	58,855	60,620	62,439
7	52,799	54,383	56,015	57,695	59,426	61,209	63,045	64,936
8	54,911	56,559	58,255	60,003	61,803	63,657	65,567	67,534
9	57,108	58,821	60,586	62,403	64,275	66,203	68,190	70,235
10	59,392	61,174	63,009	64,899	66,846	68,852	70,917	73,045
11	61,768	63,621	65,529	67,495	69,520	71,606	73,754	75,966
12	64,238	66,166	68,151	70,195	72,301	74,470	76,704	79,005

Retention Bonus - All cells will include a one-time lump sum for the 2022-2023 school year.	1500
Longevity #1 – 16-19 years	1,000
Longevity #2 – 20-29 years	1,750
Longevity #3 – 30 or more years	2,250
Certifications eligible for One-Time Stipends: *If renewable, will receive stipend again	
~ Board Certified Teachers -NBPTS	1,000
~ National Certified Counselor - NBCC	1,000
~ Speech/Language Clinician (Certificate of Clinical Competency) – ASHA – CCC – SLP	1,000

APPENDIX C

The index points and resulting salaries in Appendix C only pertain to those persons governed by this agreement.

2021-2022 ACTIVITIES SCHEDULE I		2021-2022 SALARY BASED ON $53,835 BS/8
ACTIVITY	**INDEX**	
Head Football	12	6,460
Assistant Football	9.75	5,249
Assistant Football	9.75	5,249
Jr. High Football	6.5	3,499
Head Volleyball	12	6,460
Assistant Volleyball	9.75	5,249
8th Grade Volleyball	6	3,230
7th Grade Volleyball	6	3,230
Head Cross Country Running	8.75	4,711
Assistant Cross-Country Running	5.75	3,096
Head Boys Basketball	13	6,999
Assistant Boys Basketball	10.5	5,653
Freshman Boys Basketball	8.5	4,576
8th Grade Boys Basketball	6.5	3,499
7th Grade Boys Basketball	6.5	3,499
Head Girls Basketball	13	6,999
Assistant Girls Basketball	10.5	5,653
8th Grade Girls Basketball	6.5	3,499
7th Grade Girls Basketball	6.5	3,499
Wrestling	13	6,999
Assistant Wrestling	11	5,922
Second Assistant Wrestling	6.75	3,634
Head Cross Country Skiing	8.75	4,711
Assistant Cross-Country Skiing	4.75	2,557
Head Boys Track	10.5	5,653
Assistant Boys Track	8	4,307
Assistant Boys/Girls Track	8	4,307
Head Girls Track	10.5	5,653
Assistant Girls Track	8	4,307
Head Baseball	10.5	5,653
Assistant Baseball	8	4,307
Jr. High Baseball	5	2,692
Jr. High Baseball	5	2,692

Each point shall represent one (1) percentage point of the eighth (8) step of the BS (4 year) lane.

2022-2023 ACTIVITIES SCHEDULE I		2022-2023 SALARY BASED ON $54,911 BS/8
ACTIVITY	**INDEX**	
Head Football	12	6,589
Assistant Football	9.75	5,354
Assistant Football	9.75	5,354
Jr. High Football	6.5	3,569
Head Volleyball	12	6,589
Assistant Volleyball	9.75	5,354
8th Grade Volleyball	6	3,295
7th Grade Volleyball	6	3,295
Head Cross Country Running	8.75	4,805
Assistant Cross-Country Running	5.75	3,157
Head Boys Basketball	13	7,138
Assistant Boys Basketball	10.5	5,766
Freshman Boys Basketball	8.5	4,667
8th Grade Boys Basketball	6.5	3,569
7th Grade Boys Basketball	6.5	3,569
Head Girls Basketball	13	7,138
Assistant Girls Basketball	10.5	5,766
8th Grade Girls Basketball	6.5	3,569
7th Grade Girls Basketball	6.5	3,569
Wrestling	13	7,138
Assistant Wrestling	11	6,040
Second Assistant Wrestling	6.75	3,706
Head Cross Country Skiing	8.75	4,805
Assistant Cross-Country Skiing	4.75	2,608
Head Boys Track	10.5	5,766
Assistant Boys Track	8	4,393
Assistant Boys/Girls Track	8	4,393
Head Girls Track	10.5	5,766
Assistant Girls Track	8	4,393
Head Baseball	10.5	5,766
Assistant Baseball	8	4,393
Jr. High Baseball	5	2,746
Jr. High Baseball	5	2,746

Each point shall represent one (1) percentage point of the eighth (8) step of the BS (4 year) lane.

APPENDIX C Continued

Head Softball	10.5	5,653
Assistant Softball	8	4,307
Jr. High Softball	5	2,692
Golf	8	4,307
Assistant Golf	5	2,692
Cheer Advisor	5.5	2,961
Trapshooting	4	2,153
SCHEDULE II		
Instrumental Music (Pep Band or Marching Band)	6	3,230
School Annual	5	2,692
Senior Class Advisor	2	1,077
Junior Class Advisor	6	3,230
National Honor Society	3	1,615
Student Council Advisor	6	3,230
One-Act Play	2.5	1,346
Destination Imagination	5.5	2,961
Photographer	4.5	2,423
Spanish Club Advisor	1.5	808
Math League/Math Masters	1.5	808
Art Club	3	1,615
FCCLA	4	2,153
FCCLA (Plus 2 pts if State Officer)	2	1,077
LINK Crew	2.5	1,346
School Play	3.5	1,884
Speech	3.5	1,884
Robotics	2.5	1,346
Drum & Dance	2.5	1,346
Close Up	2	1,077
FFA	4	2,153
PBIS Team	TBD	400

Each point shall represent one (1) percentage point of the eighth (8) step of the BS (4 year) lane.

Head Softball	10.5	5,766
Assistant Softball	8	4,393
Jr. High Softball	5	2,746
Golf	8	4,393
Assistant Golf	5	2,746
Cheer Advisor	5.5	3,020
Trapshooting	4	2,196
SCHEDULE II		
Instrumental Music (Pep Band or Marching Band)	6	3,295
School Annual	5	2,746
Senior Class Advisor	2	1,098
Junior Class Advisor	6	3,295
National Honor Society	3	1,647
Student Council Advisor	6	3,295
One-Act Play	2.5	1,373
Destination Imagination	5.5	3,020
Photographer	4.5	2,471
Spanish Club Advisor	1.5	824
Math League/Math Masters	1.5	824
Art Club	3	1,647
FCCLA	4	2,196
FCCLA (Plus 2 pts of State Officer)	2	1,098
LINK Crew	2.5	1,373
School Play	3.5	1,922
Speech	3.5	1,922
Robotics	2.5	1,373
Drum & Dance	2.5	1,373
Close Up	2	1,098
FFA	4	2,196
PBIS Team	TBD	400

Each point shall represent one (1) percentage point of the eighth (8) step of the BS (4 year) lane.

APPENDIX C Continued

Tournament pay compensation:
All coaches officially associated with the team beyond the automatic qualifying round shall receive $100.00 per week.

Sport	Auto Qualifying	1st $100	Additional $100	Maximum
Football	1st section contest	2nd section contest	each week	$300
Volleyball	1st section contest	2nd section contest	State	$200
X-C running	section	State		$100
Basketball	1st section contest	2nd section contest	State	$200
Wrestling	1st section contest	2nd section contest	State	$200
Skiing	section	State		$100
Golf	1st section contest	2nd section contest	State	$200
Track	sub section	section	State	$200
Baseball	1st section contest	2nd section contest	State	$200
Softball	1st section contest	2nd section contest	State	$200
FCCLA	region	State	Nationals	
Dest. Img. (DI)	region	State	Nationals	
One Act Play	1st section contest	State		
Speech	1st section contest	State		

Additional considerations regarding Extra-curricular Schedule

1. Coaches will be paid mid-season and at the conclusion of the season upon completion of post-season check-out with Activities Director.

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2. Coaches hired due to an increase in student participation will be paid on the appropriate line and pro-rated based on weeks worked vs. weeks in the regular season.

3. Assistant coaches will begin the season provided the participant numbers appear to be adequate. The recommendation to the School Board or its representative will be the responsibility of the athletic director and head coach.

4. If the coaching position is eliminated for that year, the coach will be paid for the three weeks of coaching service already performed.

Coaching contracts will be issued during the fourth week of the season.

APPENDIX C Continued

6. Permission must be granted by the Board before a teacher accepts an appointment or is elected to serve on a Region or State-Wide committee. When approved to serve on a Region and/or State-Wide committee, teachers shall be granted leave to attend the meeting.

EXTRA-CURRICULAR AND CO-CURRICULAR REVIEW PROCEDURE

Section 1. Committee Review members
There shall be an extra curricular review committee consisting of the following persons: Chairperson of the DREA negotiations committee - Convener (non-voting); Two (2) coaching representatives appointed by the DREA (one from a boys sport and one from a girls sport) off of Schedule I; One (1) administrator (providing the Activities Director remains part of the administration, Two (2) Administrators if the Activities Director is part of the teacher bargaining unit); One (1) School Board representative; and one (1) activity advisor from Schedule II.

Section 2. Purpose of the Review Committee
The review committee shall have the responsibility of reviewing and/or hearing appeals for adjustment to the extra and co-curricular schedules. Should activities be added to the schedule, the committee shall determine and recommend to the School Board the point values to be assigned to that activity. The committee shall meet in March of each negotiation's year.

Section 3. Appeal procedure
Appeals of the point values in the extra and co-curricular schedules must be submitted in writing by March 1 of each negotiation's year. Appeals shall be heard once during a two-year negotiations period prior to the finalization of the Master Contract.

Advisors/coaches directly related to the appeal have the right to be present at the hearing and to present their case before the committee. Following the hearing the committee shall provide a written statement of their decision to the advisor/coach. The decision of the committee shall be final.

APPENDIX D
EXTRA DUTIES

Continuing Education Coordinator (to be split evenly between the district and DREA) .....$1,000.00 year ($500.00 each).....

Events
ticket sales.....$25 per person per event
chains, clocks, etc. .....$35.00 per person per event

Hourly Substitute (a list of names shall be compiled of those teachers wishing to substitute) .....$30.00 per hour

After School Tutoring .....$30.00 per hour

Curriculum Committee.....$30.00 per hour

Summer Band Lessons.....$30.00 per hour

District Operated Extended Year Instruction .....1/181teacher salary

Special Services Supervision (one staff person per session) .....$30.00 per hour

Interviewer (during non-school days).....$30.00 per hour

IN WITNESS THEREOF, the parties have executed this Agreement as follows:

For: DEER RIVER EDUCATION ASSOCIATION

_____

President

_____

Secretary

_____

Negotiator

_____

Negotiator

Dated this 14th day of February, 2022.

INDEPENDENT SCHOOL DISTRICT NO. 317

_____

Chairperson

_____

Clerk

_____

Chief Board Negotiator

Dated this 14th day of February, 2022.

Deer River Activities Applicant Scoring Rubric

									Tally
Certification and Employment		0	10						
	ISD #317 Employment	Candidate is not an employee of ISD #317	Candidate is an employee of ISD #317						
		0	10						
	Coaching Certification	Candidate does not have a coaching certificate	Candidate has coaching certification						
Activity Participation and Knowledge		0	1	2	4	6	9	10	
	Coaching Experience	No coaching or advising experience	Middle school/junior high experience in a different activity	Middle school/junior high experience in the same activity	Successful head coaching or advising experience in a different activity and some coaching or advising experience in the same sport	Prior successful assistant varsity coaching experience in the same area	Prior successful head varsity high school experience in the same area	Prior successful head coaching experience beyond high school in the same area	
		0	2	4	6				
	Years of Coaching at the level applying for	No coaching or advising experience	1-3 years	4-6 years	7 or more years				
		1	2	3	5	7			
	Participation in the Activity	Candidate has never participated in the activity	Candidate has participated at the junior high/middle school level	Candidate has participated at the JV or 'B' squad level	Candidate has participated at the high school level	Candidate has participated at the college level or beyond			
								Total page 1	

Deer River Activities Applicant Scoring Rubric

									Tally
Certification and Employment		0	10						
	ISD #317 Employment	Candidate is not an employee of ISD #317	Candidate is an employee of ISD #317						
		0	10						
	Coaching Certification	Candidate does not have a coaching certificate	Candidate has coaching certification						
Activity Participation and Knowledge		0	1	2	4	6	9	10	
	Coaching Experience	No coaching or advising experience	Middle school/junior high experience in a different activity	Middle school/junior high experience in the same activity	Successful head coaching or advising experience in a different activity and some coaching or advising experience in the same sport	Prior successful assistant varsity coaching experience in the same area	Prior successful head varsity high school experience in the same area	Prior successful head coaching experience beyond high school in the same area	
		0	2	4	6				
	Years of Coaching at the level applying for	No coaching or advising experience	1-3 years	4-6 years	7 or more years				
		1	2	3	5	7			
	Participation in the Activity	Candidate has never participated in the activity	Candidate has participated at the junior high/middle school level	Candidate has participated at the JV or 'B' squad level	Candidate has participated at the high school level	Candidate has participated at the college level or beyond			
								Total page 1	

Deer River Activities Applicant Scoring Rubric

	total points in rubric	weight
ISD #317 Employment	**10**	**14%**
Coaching Certification	**10**	**14%**
Coaching Experience	**10**	**14%**
Years of Coaching	**6**	**8%**
Participation in the Activity	**6**	**8%**
Student and Adult Relationships	**5**	**7%**
Communication Skills	**5**	**7%**
Reflection, Planning, and Improvement	**5**	**7%**
Parent and Community Relationships	**5**	**7%**
People Management Skills	**5**	**7%**
Fundraising	**2**	**3%**
Coaching Philosophy	**5**	**7%**
	74	**100%**

IASC
Itasca Area Schools Collaborative
www.iasc.k12.mn.us

ISD 2 - Hill City School
ISD 118 - Northland Community Schools
ISD 316 - Greenway Public Schools
ISD 317 - Deer River Schools
ISD 318 - Grand Rapids Area Schools
ISD 319 - Nashwauk-Keewatin Schools
ISD 698 - Floodwood School

After School Conference Dates:

DRHS:
- October 4 @ Ball Club (Baaga'dawaaning)
- October 5 @ DRHS
- March 8 @ Inger (Chachabahning)
- March 15 @ DRHS

King:
- November 10 & 17
- February 9 & 16

* All conference meeting times, locations, dates, and formats may be subject to change.

Use this space for District Information

2022-2023 School Calendar

August 0/2

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

Teacher Days 30-31

September 19/20

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

9/5 Labor Day

October 19/19

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

MEA 10/20 and 10/21

November 18/20

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

Thanksgiving Holiday 11/24 & 11/25

December 16/16

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Winter Break 12/23-1/2

January 19/21

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

1/16 MLK Day

1/20 - end of first semester

February 18/19

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

2/20 President's Day

March 21/22

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

3/23 end of 3rd Qtr

April 18/18

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

4/7 - 4/10 Easter Break

May 22/22

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

5/29 Memorial Day

June 1/2

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16

6/1 - last day for students

6/2 - last day for teachers

	Student Days	Teacher Days
Qtr 1:	42	45
Qtr 2:	43	46
Qtr 3:	41	43
Qtr 4:	45	47
	171	181

First / Last Day of School

Holiday / No School

End of Quarter

Teacher Workshop/No School

Conf. Comp Day/No School

Resolution in Support of the Congressional IDEA Full Funding Act
Re-introduced on November 16, 2021 (H.R. 5984 and S. 3213)

WHEREAS, the Deer River Public School District recognizes the need for a strong investment in the Individuals with Disabilities Education Act (IDEA); and

WHEREAS, the Individuals with Disabilities Education Act was first enacted in 1975 to help ensure that all students with disabilities will have access to a free appropriate public education and IDEA's enactment more than 45 years ago, the current federal investment in IDEA is less than 14 percent; and

WHEREAS, with the enactment of IDEA, the United States Congress committed to fund up to 40 percent of the additional cost of special education, thereby promising to provide up to 40 percent of the national average per pupil expenditure, which is currently estimated at $13,828 by the U.S. Department of Education; and

WHEREAS, our nation's school districts face an increased demand for greater resources to fulfill the needs of students under IDEA, including those for students affected by multiple disabilities whose individual education plans require more resources; and

WHEREAS, with each increase in the IDEA child count, the Deer River Board of Education and others throughout the country continue to adjust their budgets to accommodate this increased need and ensure that each child educated through IDEA receives the appropriate supports, with some school districts dedicating forty percent or more of their general education budgets to special education services; and,

WHEREAS, The Deer River Public School District has a $ 1,103,339 cross-subsidy for FY 20. which is a one part of the statewide cross-subsidy that was more than $673 million in FY 20 and is expected to grow to $806 million in FY 25.

BE IT RESOLVED, that the Deer River Board of Education supports the IDEA Full Funding Act that will help strengthen the federal investment in special education by authorizing a ten-year plan to fully fund the federal share of IDEA; and

BE IT RESOLVED, that the Deer River Board of Education urges Congress' strong bipartisan support for and passage of the IDEA Full Funding Act; and,

NOW, THEREFORE BE IT RESOLVED that the Deer River Board of Education remains committed to providing students with disabilities and their families the supports they need.

_____

Pam Thompson, Clerk

2125 2nd Street
St. Paul, MN 55110
888-514-1971

Dr. Jeff Pesta
Deer River Schools ISD 317
101 1st Avenue NE
Deer River, MN 56636

Scott Monson, Business Developer
SitelogIQ, Inc.
1002 Paris Road
Marshall, MN 56258

Monday, January 24, 2022

SitelogIQ is pleased to embark on our engagement with you and Deer River Schools ISD 317! As a result of this engagement, ISD 317 will realize the following benefits:

A. SitelogIQ will begin working on a full comprehensive assessment and master facility planning process with your District, per the terms of our Master Planning Agreement.
B. Your District will receive a facility assessment review, a comprehensive assessment review, workshopping session/s and prioritizing activities with your leadership, School Board, and/or Facilities Committee, rough order magnitude pricing on prioritized projects, financial planning ideas and involvement, and survey work.
C. With the assessment, SitelogIQ is essentially betting on ourselves to do an excellent job and earn your trust as a partner to address your potential facility needs.
D. Additionally, SitelogIQ can provide community engagement and/or referendum support services, should your District's leadership and School Board choose to move in that direction in the future.
E. We will be able to complete our comprehensive assessment and master facility planning process with you in a timely manner, allowing you to potentially enter the bid market at a time you deem fit with a board-approved project or projects. This will assist your District in obtaining competitive bids for potential projects.
F. We will develop and propose a detailed timeline to complete the master facility planning process, based on meeting your wishes and needs, in the near future. This timeline can be revised as you deem appropriate.

Please let me know if you have any questions, and I'll be happy to answer them for you and your team. Along with the entire SitelogIQ team, I appreciate the opportunity to work for and with you and Deer River Schools – ISD 317.

Sincerely,

Scott Monson
Senior Business Development
scott.monson@sitelogiq.com
Mobile: 320.815.3689

2125 2nd Street
St. Paul, MN 55110
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Dr. Jeff Pesta
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Mr. Scott Monson, Business Developer
SitelogIQ
1002 Paris Road
Marshall, MN 56258

Monday, January 24, 2022

SitelogIQ is excited to begin a detailed Master Facility Plan, including an Asset Condition and Facility Optimization Assessment, of the Deer River Public Schools' facilities.

Deer River Schools ISD 317 Facility	Location	Square Footage	Study Cost per Square Foot
King Elementary *1955/1960/1978/1999/2001/2016/2017*	504 5th Street SE Deer River, MN 56636	106,737 ft²	0¢
Deer River High School *1968/1978/1979/2002*	101 1st Avenue NE Deer River, MN 56636	159,250 ft²	0¢
Totals for Deer River Schools – ISD 317		**265,987 ft²**	**0¢**

The Master Facility Plan, including an Asset Condition and Facility Optimization Assessment, is intended to furnish Deer River Public Schools with assessment findings, professional recommendations, advanced prioritization of needed facility improvements, alternatives, construction budgets, etc.

This process will assist the District's leadership in fashioning a comprehensive plan of action intended to provide an assessment of the conditions of the owned Deer River Public Schools' buildings, achieve adequate space to accommodate current/future student enrollment, improve learning environments, and enhance effectiveness, efficiency, and cost/effectiveness of the District's operations.

This Asset Condition and Facility Optimization Assessment involves surveying, inspecting, and documenting current operational and physical conditions and deficiencies evident in the above-referenced buildings. The information documented in the Asset Condition and Facility Optimization Assessment will be gathered primarily through field observation and supplemented by evaluation of existing information and discussion with District personnel. The survey will review the appearance, condition, and current uses of the buildings.

This data is used to determine the feasibility and cost of infrastructure replacement/enhancement, facility renovation/remodeling, reallocation, and/or expansion. The process includes a review of available existing floor plans and walk-through of all the buildings.

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The Asset Condition and Facility Optimization Assessment explores conditions and potential needs or deficiencies in sixteen important areas, which are outlined below.

A	Accessibility	This section addresses the conformance of the facility to the intentions of accessibility requirements with focus on the following issues: accessible parking, an accessible route to the main entrance, ability to attain all levels of the facility, and access to each teaching space.
C	Controls and Energy Management	This section documents the existing controls and energy management systems, components, and their known deficiencies.
E	Electrical Systems	This section documents the existing electrical systems and components and their known deficiencies.
EQUIP	Capital Equipment/Assets	This section documents the existing capital equipment and assets and their known deficiencies.
EXT	Exterior Envelope Including Roofing	This section documents the existing exterior building envelope and roofing, including information supplied by the District.
G	Grounds, Site, and Surroundings	This section documents the existing site and its surroundings.
HAZ	Hazardous Materials	This section covers the information provided by the District concerning asbestos materials present and any lead in paint coatings.
INT	Interior Spaces and Finishes	This section documents the existing physical condition of the interior spaces and finishes within the facility.
LS	Life Safety Systems	This section explains existing life safety structures and systems and code deficiencies as noted and as discovered during field observation.
M	Mechanical Systems	This section documents the existing mechanical systems and components and their known deficiencies.
P	Plumbing Systems	This section documents the existing plumbing systems and components and their known deficiencies.
PROG	Facility Programmatic/Educational Adequacy Enhancements	This section consists of facility programmatic and deficiency issues as addressed by the various facilities' site administration and staff.
S	Electronic Security Systems	This section documents the existing electronic security systems and components and their known deficiencies.
T	Technology Systems (Non-Instructional)	This section documents the existing technology systems and components and their known deficiencies. It covers only non-direct instructional technology infrastructure for the various buildings.
U	Utility Service Improvements	This section documents opportunities for operational cost reduction associated with enhancements to the facilities' utility services.
V	Ventilation/Dehumidification Systems	This section documents the existing ventilation systems and components and their known deficiencies.

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Objectives

Deer River Public Schools intends to negotiate a contract with SitelogIQ in good faith and will execute a contract to utilize SitelogIQ's resources for implementation of projects resulting from a Master Facility Plan, including results of the Asset Condition and Facility Optimization Assessment. As a result, SitelogIQ will provide the necessary documentation to meet the following objectives:

1) Provide a summary of the current condition of the existing facility infrastructure and systems to include mechanical, electrical, roofing, life-safety, interior, exterior, hardscape, etc.
2) Provide an asset condition assessment of facility systems to include existing age of the systems versus the average industry life expectancy, which will be adjusted based on current condition identified during the facility assessment which will be used to assist the District with facility improvement prioritization over the ten-year planning/budgeting period.
3) Provide indoor learning environment assessments to include, but not limited to, CO_2/ventilation testing and measurements, light level readings and decibel readings.
4) Provide an energy efficiency analysis identifying energy conservation measures and other facility improvement measures including energy and operational cost savings calculations.
5) Provide a description of the operating and maintenance procedures that will affect and reduce the energy and operating costs of the facilities and well as identify any calculated energy and operational savings.
6) Provide a list of estimated costs to implement the identified energy conservation and facility improvement measures.
7) Provide construction budgets for each of the identified facility improvement measures.
8) Provide financial modeling to include funding and financing options for various project scopes demonstrating the financial impact to the District's cash flow as well as any possible tax impact to the public.
9) Provide a list of estimated costs to implement the identified facility improvement measures.
10) Provide financial analyses that include funding and financing options for various project scopes demonstrating how the cost for identified facility improvement measures will be paid for, which will include the financial and any resultant tax impact to District stakeholders.
11) Provide financial analyses that include funding and financing options for various project scopes demonstrating how the cost for identified energy conservation will be paid for, which will include the financial and any resultant tax impact to District stakeholders.
12) Assist the District in developing all documentation required by MDE for the use of Long-Term Facility Maintenance Bonding and Levy programs (MS 123B.595).
13) Provide Minnesota Department of Education (MDE) required testing and measuring of indoor air quality condition and assist the District in developing any required Indoor Air Quality documentation.
14) Work with the District and Board of Education to understand report assumptions and assist in developing stakeholder support as requested by the District.

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If SitelogIQ is unable to deliver a plan that meets the aforementioned objectives, Deer River Public Schools will have the option to cancel this agreement with SitelogIQ and will incur no fee for the Asset Condition and Facility Optimization Assessment.

If SitelogIQ is able to deliver a report that meets the aforementioned objectives and Deer River Public Schools elects not to enter into a subsequent professional services agreement with SitelogIQ, Deer River Public Schools will incur no fee for the Asset Condition and Facility Optimization Assessment.

_____	_____	_____	_____
Deer River Public Schools	Date	SitelogIQ	Date

At a regular meeting of the ISD 317 School Board on February 14, 2022, member _____ introduced the following Resolution and moved its adoption:

RESOLUTION TO DIRECT ADMINISTRATION BEGIN THE PROCESS OF REDUCTIONS TO PERSONNEL AND PROGRAMS

WHEREAS, it is the responsibility of the School Board to maintain appropriate and responsible budgetary practices; and

WHEREAS, the School Board of Independent School District No. 317 has established a policy guiding the establishment and maintenance of a positive fund balance; and

WHEREAS, poor State economic conditions have resulted in current and continuing state funding shortages to Minnesota school districts; and

WHEREAS, enrollment declines and cost increases indicate a need to reduce overall expenditures.

THEREFORE, BE IT RESOLVED that the Administration of Independent School District #317 - Deer River, should begin the process of recommending possible reductions to personnel and programs as necessary to maintain a responsible and appropriate school district budget.

By Order of the School Board

_____
Pam Thompson, Clerk

The motion for the adoption of the foregoing Resolution was duly seconded by _____ and upon a roll call vote being taken thereon, the following voted:

in favor thereof:

and the following against the same:

Whereupon said Resolution was declared duly passed and adopted.

Health and Safety Measures Resolution 2022-02

WHEREAS, Minnesota Statutes Section 123B.09 vests the care, management, and control of independent districts in the school board; and

WHEREAS, the Superintendent of Independent School District 317 [hereinafter the "Superintendent"] is responsible for the management of the schools, the administration of all School District policies, and is directly accountable to the School Board; and

WHEREAS, when responsibilities are not specifically prescribed nor School District policy applicable, the Superintendent shall use personal and professional judgment, subject to review by the School Board, pursuant to School District Policy 302, *Superintendent*; and

WHEREAS, the Centers for Disease Control and Prevention ("CDC") and the Minnesota Department of Health ("MDH") have determined that the COVID-19 pandemic is currently ongoing and may remain ongoing for an unknown time; and

WHEREAS, the Minnesota Department of Education ("MDE") has issued and may continue to issue written guidance for Minnesota schools on educational issues related to COVID-19; and

WHEREAS, the MDH has issued and may continue to issue written guidance for Minnesota schools on public health issues related to COVID-19; and

WHEREAS, the Superintendent and the administration of the School District have conferred with the School Board regarding COVID-19 health and safety measures, the current CDC, MDE, and MDH requirements for each, and other relevant information; and

WHEREAS, based upon the collective consideration of these factors, the Superintendent has recommended to the School Board that face coverings be welcomed and recommended for those individuals seeking to provide additional protection against communicable respiratory diseases in all school district settings.

NOW, THEREFORE, BE IT RESOLVED, by the School Board of Independent School District No. 317 as follows:

Section 1: The Superintendent is hereby directed to implement the following health and safety measures effective February 22, 2022 and continuing until further board action declaring an end to the current local public health concern: **All staff, students, and visitors are welcome to continue to wear effective face coverings intended to reduce the rate of transmission of communicable respiratory diseases.**

Students, staff, and contractors are required by the United States Department of Transportation to continue to wear effective face coverings on all district provided transportation until March 18, 2022. Exemption requests may be considered by the superintendent.

Section 2: The Superintendent is hereby authorized, after consultation with the School Board Chair and notification to the School Board, to select and implement different health and safety measures for the School District or any specific school buildings without School Board action if the Superintendent

reasonably believes that prompt implementation of different health and safety measures is necessary, and that constraints of time and public health considerations render it impractical to hold a School Board meeting to approve the implementation. The health and safety measures selected and implemented by the Superintendent shall continue in effect unless and until the School Board, in consultation with the Superintendent and appropriate school district staff and public health officials, deems it in the best interest of the School District and its students to implement different health and safety measures.

Section 3: The Superintendent will provide regular updates to the School Board regarding the School District's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively.

Adopted this 14th day of February, 2022.

Roll Call Vote

_____
School Board Chair

_____
School Board Clerk