



**School Board Regular Meeting
Monday, October 11; 7:00 PM
ECC Room 349**

- I. Determination of Quorum and Call to Order**
- II. Approval of Agenda**
- III. Excellence in Action**
- IV. Hearing from Members of the Public**
- V. Consent Agenda**
 - A. Minutes: September 13 work session, regular and special meetings; September 20 special meeting; September 28 special meeting
 - B. Personnel Recommendations
 - C. Expenditures Payable, 09-01-21 for Period 3
 - D. NIS Consulting Services Agreement
 - E. Lease to Own Bus Purchase
 - F. ERC/CVP transfers
 - G. EME 2021-23 Master Agreement
 - H. Student Support Services Agreements
 - 1. Maxim Healthcare
- VI. Discussion**
 - A. Early Learning Center - 5 CLP Professional Development Plans and Processes
Description: The Early Learning Center - 5 Comprehensive Literacy Plan was approved by our School Board on June 21, 2021. Following approval, our Teaching & Learning Literacy team began the important work of implementation. Key areas of implementation thus far have included expanding our Teaching & Learning Literacy team, creating building structures to ensure understanding of the Early Learning Center - 5 CLP and current research, and directly providing professional development for staff.
Presenter(s): Jody De St. Hubert, Director of Teaching & Learning; and Bethany Van Osdel, Assistant Director of Teaching & Learning
 - B. Student Academic Performance: Overview of State of Student Learning Performance
Description: Our Edina staff has been working diligently at all levels in order to determine the state of learning for our Edina students this fall. They have taken the responsibility of gathering fall performance data to understand students' current learning levels seriously and have teamed together to create instructional plans at the building, classroom, and individual level. This report outlines results of fall performance data.
Presenter(s): Jody De St. Hubert, Director of Teaching & Learning; and Bethany Van Osdel, Assistant Director of Teaching & Learning; Greg Guswiler, Data Programmer and Analyst Coordinator; Mark Carlson, Instructional Coordinator of Teaching & Learning

C. COVID Quarantine Guideline Review and Recommendation

Description: The school board requested reconsideration of the current quarantine protocols to include the option for a shortened 7 day quarantine period.

Presenter(s): Jeff Jorgensen, Director of Student Support Services; and Mary Heiman, Health Services Supervisor

D. Schoolwide Surveillance Testing for COVID-19

Description: The school board requested the development of a plan for district-wide surveillance testing of COVID-19 with a breakdown of necessary resources.

Presenter(s): Jeff Jorgensen, Director of Student Support Services; and Mary Heiman, Health Services Supervisor

VII. Action

A. FY20-21 End of Year Fund Transfers

Description: This report recommends fund transfers for FY20-21 end of year. These transfers require School Board approval before being sent to the MDE Commissioner for approval. Minnesota Laws 2020, Chapter 116/House File 4415, Article 3 Section 8 allows these transfers.

Presenter(s): John Toop, Director of Business Services

Recommendation: It is recommended that the School Board transfer \$231,807.83 of Staff Development to Unassigned fund balance and an Operating Capital transfer of \$762,805. These fund transfers will not interfere with the equitable delivery of distance learning or social distancing models. After these transfers, Restricted for Staff Development will have an ending fund balance of \$200,000 to carry into the FY21-22 fiscal year, and Restricted for Operating Capital will have an ending fund balance of \$1,107,204 to carry into the FY21-22 fiscal year.

B. 2022-23 and 2023-24 School Year Calendars

Description: Proposed calendars for 2022-23 and 2023-24.

Presenter(s): Dr. Randy Smasal

Recommendation: Administration recommends approval of Option B for 2022-23 and 2023-24 School Year calendars.

VIII. Leadership Updates

IX. Superintendent Updates

X. Information

A. General Fund Budget in Progress, July-Sept. 2021

B. Federal COVID Funding Flowchart

XI. Adjournment

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE WORK SESSION OF SEPTEMBER 13, 2021

WORK SESSION
5:00 PM

Edina Community Center
ECC 349 and Virtual

SCHOOL BOARD MEMBERS PRESENT:

Ms. Erica Allenburg
Ms. Julie Greene
Ms. Ellen Jones
Mr. Owen Michaelson
Ms. Janie Shaw
Mr. Leny Wallen-Friedman

ABSENT:

Mr. Matthew Fox

PRESIDING OFFICER: Chair Erica Allenburg

5:01 PM – 6:47 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Stacie Stanley, Superintendent
Dr. Randy Smasal, Assistant Superintendent
Valerie Burke, Director of Community Education (attended remotely)
Jody De St. Hubert, Director of Teaching and Learning
Nicole Tuescher, Director of Human Resources and Admin Services

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

(Official Publication)
MINUTES OF THE WORK SESSION
OF THE SCHOOL BOARD DISTRICT 273 EDINA, MINNESOTA
SEPTEMBER 13, 2021

5:01 PM Chair Allenburg called to order the work session of the School Board. Members present: Allenburg, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Stanley, Smasal, Burke (remote), De St. Hubert, Tuescher.

DISCUSSION

Superintendent Goals

Board Goals

Proposed Metric Monitoring Guidance for COVID-19 Universal Masking Protocols

Resolution for staff vaccination and testing

Policy 206 update

The meeting was adjourned at 6:47 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
SEPTEMBER 13, 2021 WORK SESSION

5:01 PM Chair Allenburg called to order the work session of the School Board. Members present: Allenburg, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Stanley, Smasal, Burke (remote), De St. Hubert, Tuescher.

DISCUSSION

Superintendent Goals: Dr. Stanley presented goals developed to align with return to school and strategic plans.

Board Goals: The Board and Superintendent Stanley discussed goals that will be used as a guiding document from which board meeting topics and/or agendas will be prioritized.

Proposed Metric Monitoring Guidance for COVID-19 Universal Masking Protocols: The Board, Superintendent Stanley and Assistant Superintendent Smasal discussed the Return to School Plan and metrics to monitor mask use. Testing was also discussed.

Resolution for staff vaccination and testing: The Board and Superintendent Stanley discussed a Resolution requiring staff to be vaccinated or submit to regular testing.

Policy 206 update: Chair Allenburg provided updated policy language to balance hearing from public and maintaining orderly meetings.

At 6:47 PM, there being no objection, Chair Allenburg adjourned the meeting.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE REGULAR MEETING OF SEPTEMBER 13, 2021

REGULAR MEETING
7:00 PM

Edina Community Center Room 349
5701 Normandale Road, Edina

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Ms. Erica Allenburg
Mr. Matthew Fox
Ms. Julie Greene
Ms. Ellen Jones
Mr. Owen Michaelson
Ms. Janie Shaw
Mr. Leny Wallen-Friedman

PRESIDING OFFICER: Chair Erica Allenburg

7:00 PM – 9:50 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Stacie Stanley, Superintendent
Dr. Randy Smasal, Assistant Superintendent
Valerie Burke, Director of Community Education Services
Jody De St. Hubert, Director of Teaching and Learning
Jeff Jorgensen, Director of Student Support Services
Natasha Monsaas-Daly, Director of District Media and Technology Services
John Toop, Director of Business Services
Nicole Tuescher, Director of Human Resources and Admin Services
Mary Woitte, Director of Communications

CERTIFIED CORRECT:

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Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

(Official Publication)
MINUTES OF THE REGULAR MEETING OF THE SCHOOL BOARD
DISTRICT 273 EDINA, MINNESOTA SEPTEMBER 13, 2021

7:00 PM Chair Allenburg called to order the regular meeting of the School Board. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Stanley, Smasal, Burke, De St. Hubert, Jorgensen, Monsaas-Daly, Toop, Tuescher, Woitte.

APPROVAL OF MODIFIED AGENDA BY MAJORITY VOTE

HEARING FROM MEMBERS OF THE PUBLIC

PRESENTATION

- A. First Day of School through the Eyes of Leaders

CONSENT ITEMS APPROVED BY UNANIMOUS VOTE WITH CHANGE

- A. Minutes: August 9 special and regular meetings; August 17 special meeting; August 24 special meeting, August 28 retreat, September 2 special meeting, September 8 special meeting
- B. Personnel Recommendations
- C. Expenditures Payable, August 2021, Period 13
- D. Expenditures Payable, August 2021, Period 2
- E. Cancel Sept. 21 Work Session
- F. Appoint Election Judges
- G. Contract with Computer Information Concepts
- H. District Committees, Council, Teams
- I. ~~School Board Norms~~ *removed from Consent*
- J. Substitute Pay Rates
- K. Reserve Premier Teacher Compensation
- L. Appendices B, C, F for Non-Affiliated Guidebook Employees
- M. Service Employees International Union MOU
- N. Student Support Services Agreements
 - 1. Bayada Home Health Care
 - 2. Panorama Education
 - 3. Toneworks

DISCUSSION

- A. 2022-23 and 2023-24 School Learning Year Calendars
- B. 2021-22 Return to School Plan
- C. Policy Review (627, 912)

ACTION ITEMS APPROVED BY MAJORITY VOTE

- A. Proposed Property Tax Levy PAY 21
- B. General Obligation School Building Bonds, Series 2021B
- C. 2021-22 Board Goals
- D. 2021-22 Superintendent Goals
- E. Policy Review (629, 913)

The meeting adjourned at 9:50 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
SEPTEMBER 13, 2021 REGULAR MEETING

7:00 PM Chair Allenburg called to order the regular meeting of the School Board. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Stanley, Smasal, Burke, De St. Hubert, Jorgensen, Monsaas-Daly, Toop, Tuescher, Woitte.

APPROVAL OF AGENDA BY UNANIMOUS VOTE

HEARING FROM MEMBERS OF THE PUBLIC

Dr. Sarah Prebil and Dr. Abby Metzler spoke in support of masking and quarantining protocols and testing; Jason Dockter spoke about teacher support for the staff vaccination resolution and the teacher contract negotiations; Elizabeth Hillstrom, Shannon Seaver, Alex Galt, Kim Caster, Debi Krengel, and Mike McCarthy spoke about teacher contract negotiations.

PRESENTATION

Dr. Smasal shared a presentation on the First Day of School through the Eyes of Leaders which included video of staff and students on the first day of school. Dr. Stanley shared that she had visited many classrooms and enjoyed reading to, and having lunch with, students.

CONSENT ITEMS APPROVED BY UNANIMOUS VOTE

Member Wallen-Friedman moved and Member Shaw seconded to approve the consent agenda. All members voted Aye. The resolutions were:

- A. Minutes: August 9 special and regular meetings; August 17 special meeting; August 24 special meeting, August 28 retreat, September 2 special meeting, September 8 special meeting
- B. Personnel Recommendations
- C. Expenditures Payable, August 2021, Period 13
- D. Expenditures Payable, August 2021, Period 2
- E. Cancel Sept. 21 Work Session
- F. Appoint Election Judges
- G. Contract with Computer Information Concepts
- H. District Committees, Council, Teams
- I. Substitute Pay Rates
- J. Reserve Premier Teacher Compensation
- K. Appendices B, C, F for Non-Affiliated Guidebook Employees
- L. Service Employees International Union MOU
- M. Student Support Services Agreements
 - 1. Bayada Home Health Care
 - 2. Panorama Education
 - 3. Toneworks

Board Norms: Motion to approve School Board Norms by Member Wallen-Friedman, seconded by Member Shaw. Discussion about School Board Norms previously reviewed at Board retreat, more thorough discussion planned after new Board members seated in January. Members Allenburg, Greene, Shaw, and Wallen-Friedman voted Aye. Members Jones and Michaelson voted Nay. The Board Norms were approved.

DISCUSSION

2022-23 and 2023-24 School Learning Year Calendars: Dr. Smasal and Calendar committee members presented proposed 2022-23 and 2023-24 school year calendars. Discussion about considerations including testing schedule, early releases, professional development, holidays and breaks. Coming back to the Board in October for approval.

2021-22 Return to School Plan: Superintendent Stanley provided an update on masking and mitigation strategies, and the family dashboard that will be updated weekly and show various COVID data

Policy Review (627, 912): The following policies were presented for discussion:

- 627 – Athletics, Fine Arts, and Activities – Participation and Academic Eligibility
- 912 – Partnership – Community Organization and Government Entities (recommend rescission)

ACTION ITEMS APPROVED BY UNANIMOUS VOTE

Proposed Property Tax Levy PAY 21: Member Michaelson moved and Member Shaw seconded to approve the motion. All members voted Aye.

General Obligation School Building Bonds, Series 2021B: Member Wallen-Friedman moved and Member Shaw seconded to approve the motion. All members voted Aye.

2021-22 Board Goals: Member Wallen-Friedman moved and Member Shaw seconded to approve the motion. All members voted Aye. Board Goals for 2021-22 approved.

2021-22 Superintendent Goals: Member Wallen-Friedman moved and Member Shaw seconded to approve the motion. All members voted Aye. Superintendent Goals for 2021-22 approved.

Policy Review (629, 913): Member Wallen-Friedman moved and Member Shaw seconded to approve the motion. All members voted Aye. Member Michaelson presented policies, no changes to the policies. Policies 629 and 913 approved.

- 629 – Student Fundraising
- 913 – Partnerships – Parent Organizations and Booster Clubs

Board Leadership/Committee Updates

- Member Greene shared that through the City of Edina and the American Rescue Plan Act (ARPA), the Edina Education Fund/Heal Together Mental Health campaign has received a \$142,000 grant to support needs in EPS.

Superintendent Updates

- Superintendent Stanley talked about her weekend, starting with the football game Friday night. The marching band was so precise and amazing. Saturday, she attended 9/11 recognition ceremony, the band performed again and was outstanding. Sunday, she attended the HRRC (Human Rights & Relations Commission) event, sponsored by the City of Edina. Also, thank you to all the volunteers who are helping with outdoor lunches at the schools; and thank you to Our Lady of Grace who quickly sent out corrected information after erroneous information was released regarding MCA scores. And thank you families for their patience with Transportation, the district is working hard to add more drivers.

At 9:50 PM, there being no objection, Chair Allenburg adjourned the meeting.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 13, 2021

SPECIAL MEETING
10:00 PM

Edina Community Center
Superintendent's Conference Room

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Ms. Erica Allenburg
Ms. Julie Greene
Ms. Ellen Jones
Mr. Owen Michaelson
Ms. Janie Shaw
Mr. Leny Wallen-Friedman

Mr. Matthew Fox

PRESIDING OFFICER: Chair Erica Allenburg

10:00 – 11:15 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Stacie Stanley, Superintendent
Dr. Randy Smasal, Assistant Superintendent
John Toop, Director of Business Services
Nicole Tuescher, Director of Human Resources and Administrative Services

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

(Official Publication)
MINUTES OF THE SPECIAL MEETING OF THE SCHOOL BOARD
DISTRICT 273 EDINA, MINNESOTA SEPTEMBER 13, 2021

10:00 PM Chair Allenburg called to order the special meeting of the School Board.
Members present: Allenburg, Greene, Fox, Jones, Michaelson, Shaw, Wallen-Friedman.
Staff present: Stanley, Smasal, Toop, Tuescher

CLOSED SESSION (Copyright Issue)

Closed Session pursuant to Minnesota Statutes Section 13D.05, subdivision 3(b), to engage in discussions with the School Board's legal counsel related to litigation that has been threatened against the District related to copyright issues. The Board of Directors seeks legal advice on the status of the matter, alleged claims against the District, the District Attorney's analysis of the same, and the District's options for responding to such claims.

The meeting adjourned at 11:15 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
SEPTEMBER 13, 2021 SPECIAL MEETING

10:00 PM Chair Allenburg called to order the special meeting of the School Board.
Members present: Allenburg, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Stanley, Smasal, Toop, Tuescher

Member Wallen-Friedman moved and Member Michaelson seconded to close the meeting. Motion was approved by unanimous roll call vote.

CLOSED SESSION (Copyright Issue)

Closed Session pursuant to Minnesota Statutes Section 13D.05, subdivision 3(b), to engage in discussions with the School Board's legal counsel related to litigation that has been threatened against the District related to copyright issues. The Board of Directors seeks legal advice on the status of the matter, alleged claims against the District, the District Attorney's analysis of the same, and the District's options for responding to such claims.

Member Wallen-Friedman moved and Member Michaelson seconded to reopen the meeting. Motion was approved by unanimous roll call vote.

At 11:15 PM, there being no objection, Chair Allenburg adjourned the meeting.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 20, 2021

SPECIAL MEETING
1:00 PM

Edina Community Center
Superintendent's Conference Room
and Virtual

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Ms. Erica Allenburg
Ms. Julie Greene
Mr. Matthew Fox (remote)
Ms. Ellen Jones
Mr. Owen Michaelson (remote)
Ms. Janie Shaw
Mr. Leny Wallen-Friedman

PRESIDING OFFICER: Chair Erica Allenburg

1:03 – 1:34 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Stacie Stanley, Superintendent
Dr. Randy Smasal, Assistant Superintendent
John Toop, Director of Business Services
Nicole Tuescher, Director of Human Resources and Administrative Services

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

(Official Publication)
MINUTES OF THE SPECIAL MEETING OF THE SCHOOL BOARD
DISTRICT 273 EDINA, MINNESOTA SEPTEMBER 20, 2021

1:03 PM Chair Allenburg called to order the special meeting of the School Board.
Members present: Allenburg, Greene, Fox (remote), Jones, Michaelson (remote), Shaw, Wallen-Friedman. Staff present: Stanley, Smasal, Toop, Tuescher

CLOSED SESSION (Copyright Issue)

Closed Session pursuant to Minnesota Statutes Section 13D.05, subdivision 3(b), to engage in discussions with the School Board's legal counsel related to litigation that has been threatened against the District related to copyright issues. The Board of Directors seeks legal advice on the status of the matter, alleged claims against the District, the District Attorney's analysis of the same, and the District's options for responding to such claims.

The meeting adjourned at 1:34 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
SEPTEMBER 20, 2021 SPECIAL MEETING

1:03 PM Chair Allenburg called to order the special meeting of the School Board.
Members present: Allenburg, Greene, Fox (remote), Jones, Michaelson (remote), Shaw, Wallen-Friedman. Staff present: Stanley, Smasal, Toop, Tuescher.

Member Wallen-Friedman moved and Member Greene seconded to close the meeting.
Motion was approved by unanimous roll call vote.

CLOSED SESSION (Copyright Issue)

Closed Session pursuant to Minnesota Statutes Section 13D.05, subdivision 3(b), to engage in discussions with the School Board's legal counsel related to litigation that has been threatened against the District related to copyright issues. The Board of Directors seeks legal advice on the status of the matter, alleged claims against the District, the District Attorney's analysis of the same, and the District's options for responding to such claims.

Member Shaw moved and Member Wallen-Friedman seconded to reopen the meeting.
Motion was approved by unanimous roll call vote.

At 1:34 PM, there being no objection, Chair Allenburg adjourned the meeting.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 28, 2021

SPECIAL MEETING
5:30 PM

Edina Community Center
ECC 349 and Virtual

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Ms. Erica Allenburg
Ms. Julie Greene
Mr. Matthew Fox (remote)
Ms. Ellen Jones
Mr. Owen Michaelson
Ms. Janie Shaw
Mr. Leny Wallen-Friedman

PRESIDING OFFICER: Chair Erica Allenburg

5:30 – 7:34 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Stacie Stanley, Superintendent
Dr. Randy Smasal, Assistant Superintendent
Valerie Burke, Director of Community Education Services
Jody De St. Hubert, Director of Teaching and Learning
Jeff Jorgensen, Director of Student Support Services
Natasha Monsaas-Daly, Director of District Media and Technology Services
Nicole Tuescher, Director of Human Resources and Admin Services
Mary Woitte, Director of Communications

Mary Heiman, Health Services Coordinator

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

(Official Publication)
MINUTES OF THE SPECIAL MEETING OF THE SCHOOL BOARD
DISTRICT 273 EDINA, MINNESOTA SEPTEMBER 28, 2021

5:30 PM Chair Allenburg called to order the special meeting of the School Board. Members present: Allenburg, Greene, Fox (remote), Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Stanley, Smasal, Burke, De St. Hubert, Jorgensen, Monsaas-Daly, Tuescher, Woitte; Heiman.

DISCUSSION

- A. Return to School Phase I Update

ACTION

- A. Staff Vaccine Resolution

SUPERINTENDENT UPDATE

BOARD LEADERSHIP UPDATE

The meeting adjourned at 7:34 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
SEPTEMBER 28, 2021 SPECIAL MEETING

5:30 PM Chair Allenburg called to order the special meeting of the School Board. Members present: Allenburg, Greene, Fox (remote), Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Stanley, Smasal, Burke, De St. Hubert, Jorgensen, Monsaas-Daly, Tuescher, Woitte; Heiman.

DISCUSSION

Return to School Phase I Update: Staff and Board members discussed CDC and MDH guidelines for masking and testing for symptomatic and asymptomatic students and staff.

ACTION ITEM APPROVED BY MAJORITY VOTE

Staff Vaccine Resolution: Member Wallen-Friedman moved and Member Shaw seconded to approve the motion. Members Allenburg, Greene, Jones, Shaw, and Wallen-Friedman voted Aye, Member Michaelson voted Nay. Motion passed.

SUPERINTENDENT UPDATES

Superintendent Stanley spoke about the upcoming Consortium meeting of high-performing districts that she and Dr. Smasal would be attending. They will provide an update after they return.

BOARD LEADERSHIP UPDATES

Chair Allenburg will provide a summary of agenda topics at an upcoming meeting.

At 7:34 PM, there being no objection, Chair Allenburg adjourned the meeting.



Board Meeting Date: October 11, 2021

TITLE: Personnel Recommendations

TYPE: Consent

PRESENTER(S): Nicole Tuescher

BACKGROUND: Personnel recommendations are made monthly. Conditional offers of employment are subject to successful completion of a criminal background check.

RECOMMENDATION: Approve the attached personnel recommendations.

PRIMARY ISSUE(S) TO CONSIDER:

ATTACHMENTS:

1. Report (next page)

LICENSED STAFF

A. RECOMMENDATIONS FOR EMPLOYMENT

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Date</u>
BENDER, COLLEEN	School Social Worker Edina High School	\$46,779.13	09/27/21
BERCKENHOFF, BRENDA	Special Education Teacher Normandale Elementary	\$42,840.00	10/04/21
CONOVER, DEBORAH	Long Term Teacher Countryside Elementary	\$23.75/hr	09/28/21
DORRANCE, ANNE	Premier Teacher Creek Valley Elementary	\$23.75/hr	10/04/21
JALAO, PHIA	Special Education Teacher Highlands Elementary	\$77,546.33	10/04/21
KENNEDY, HELEN	Premier Teacher Normandale Elementary	\$23.75/hr	09/20/21
KURI ALAMILLO, ALICIA	Premier Teacher Creek Valley Elementary	\$30,780.00	09/13/21
MOEHRLE, BROOKE	School Psychologist Districtwide	\$64,585.68	10/18/21
REINSMA, JUSTIN	PE Teacher/.67 FTE SV/VV	\$28,391.32	09/07/21
SAMPSON, TATIANA	Premier Teacher Highlands Elementary	\$29,450.00	09/22/21
SCHMIDT, KRISTIN	Premier Teacher ECSE	\$23.75/hr	09/28/21
ST GERMAINE, JENNIFER	Virtual Teacher Edina Virtual - .50 FTE - DW	\$37,981.74	09/27/21
SUTTON, MAYA	Virtual Teacher Edina Virtual - DW	\$62,603.48	09/27/21
WILSON, JACOB	PE Teacher South View Middle School	\$55,375.83	09/23/21

These conditional offers of employment are subject to successful completion of a criminal background check.

B. RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Reason</u>	<u>Date</u>
ROBB, CHRISTINA	PREMIER BUILDING SUB	PERSONAL	09/27/21

NON-LICENSED STAFF

A. RECOMMENDATIONS FOR EMPLOYMENT

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Date</u>
ALBERTSON, NICHOLE	Bus Driver Transportation	\$20.25/hr	09/07/21
ALKIRE, DAVID	Bus Driver Transportation	\$20.25/hr	09/20/21
AUSTINSON, JOHN	Educational Associate Edina High School	Step 5 \$20.20/hr	09/28/21
BEHM, KIMBERLY	Instructional Associate Edina Community Center	Step 3 \$17.09/hr	09/14/21
BERDAHL, JAMES	Educational Associate Southview	Step 2 \$16.96/hr	09/14/21
CERVANTES, ELIZABETH	Instructional Associate Concord	Step 2 \$16.96/hr	09/27/21
COHEN, LINDA	Educational Associate Cornelia	Step 4 \$19.12/hr	09/07/21
ELKERTON, RUTH	Media Tech Para Edina High School	Step 5 - .4 \$1696/mo	09/20/21
GOTSOPOULOS, RITA	Educational Associate Highlands	Step 2 \$16.96/hr	09/21/21
GRATZER, PAGE	Instructional Associate Countryside	Step 5 \$18.78/hr	09/07/21

JENSEN, ANDREW	Bus Driver Transportation	\$20.25/hr	09/20/21
KARA, MELISSA	Educational Associate Creek Valley	Step 5 \$20.20/hr	10/04/21
LEON, JULIE	Educational Associate Highlands	Step 5 \$20.20/hr	09/20/21
MADSEN, ANGELA	Educational Associate Countryside	Step 4 \$19.12/hr	09/05/21
MASON, SCOUT	Educational Associate Edina High School	Step 3 \$18.05/hr	09/15/21
MEKONNEN, HANA	Educational Associate Highlands	Step 5 \$20.20/hr	09/09/21
MILLER, RANDY	Bus Driver Transportation	\$20.25/hr	09/28/21
MUNSON DANIELS, TAMI	Educational Associate Southview	Step 4 \$19.12/hr	09/06/21
PADDOCK, MELISSA	Educational Associate Highlands	Step 4 \$19.14/hr	09/20/21
ROBERTO, SAMUEL	Educational Associate Highlands	Step 3 \$18.05/hr	09/13/21
RUBY, JOHANNA	Educational Associate Creek Valley	Step 3 \$18.05/hr	09/09/21
SELCKE, JACK	Educational Associate Cornelia	Step 2 \$16.96/hr	09/13/21
TATE, AMANDA	Educational Associate	Step 3 \$18.05	09/21/21
URBANSKI, ELIZABETH	Educational Associate	Step 4 \$19.12/hr	09/09/21
VAN HEUVELN, ANGELICA	Educational Associate	Step 3 \$18.05/hr	09/13/21

B. CHANGE IN ASSIGNMENT

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Date</u>
HATCHER, STEPHANIE	From: Building Repair Southview Middle School To: Custodial Supervisor Concord Elementary School	\$4,816/month	09/21/21
KILANOWSKI, MICHAEL	From: Custodial Supervisor Concord Elementary School To: Custodial Supervisor Valley View Middle School	\$5,631/month	08/25/21
KONICEK, JEAN-LUC	From: Educational Associate Normandale Elementary To: Rec Leader Community Education	\$19.60/hr	10/04/21
O'BRIEN, ERIN	From: Educational Associate Highlands Elementary To: Rec Leader Community Education	\$15.74/hour	10/01/21

C. RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Reason</u>	<u>Date</u>
DEHKES, SARAH	Educational Associate Edina High School	Personal	09/24/21
DOSTAL, CONNOR	Educational Associate Countryside Elementary	Personal	10/15/21
HENNESSEY, JANE	Educational Associate Creek Valley Elementary	Personal	10/04/21
WALIOR, MARISSA	Educational Associate Edina High School	Personal	10/15/21

COMMUNITY EDUCATION SERVICES STAFF

A. RECOMMENDATIONS FOR EMPLOYMENT

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Date</u>
BALVOA, MICHAEL	Recreation Leader Creek Valley Elementary	\$15.13/Hr.	09/22/21

BRASTAD, LILLY	Recreation Leader Concord Elementary	\$15.13/Hr.	09/13/21
BURCH, SARA	Recreation Leader Cornelia Elementary	\$15.13/Hr.	10/04/21
GALAVANPIZANA, MITZIL	Recreation Leader Cornelia Elementary	\$15.13/Hr.	10/11/21
GEPPERT, TERRY	Van Driver Early Learning Center	\$17.23/Hr.	10/04/21
GIBSON, ANNELYSE	Recreation Leader Concord Elementary	\$15.13/Hr.	09/13/21
KOEHNEN, STEPHANIE	Lead Recreation Leader Highlands Elementary	\$22.45/Hr.	10/11/21
KRUENEGEL, RACHEL	Recreation Leader Normandale Elementary	\$15.74/Hr.	09/13/21
MIEDEMA, MARIT	Recreation Leader Concord Elementary	\$15.74/Hr.	09/13/21
SANDELL, DAVID	Van Driver Early Learning Center	\$17.23/Hr.	09/27/21
STICHA, JOHN	Recreation Leader Creek Valley Elementary	\$15.74/Hr.	09/13/21

B. CHANGE IN ASSIGNMENT

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Date</u>
KONICEK, JEAN-LUC	Recreation Leader Normandale Elementary	\$19.60/Hr.	10/04/21
O'BRIEN, ERIN	Recreation Leader Highlands Elementary	\$15.74/Hr.	10/04/21



DEFINING EXCELLENCE

Board Meeting Date: 10/11/2021

TITLE: Expenditures Payable 09-01-21 for Period 3

TYPE: Consent

PRESENTER(S): John Toop, Director of Business Services

BACKGROUND:

01	General Fund	\$5,194,563.49
02	Food Service Fund	\$42,895.22
04	Community Service Fund	\$126,507.90
06	Construction	\$1,255,732.97
	Long Term Facility Maintenance	
	Technology	
07	Debt Redemption Fund	\$0.00
12	Construction -2015 Building Bond	\$0.00
20	Internal Service - Dental Self Insurance	\$48,151.65
50	Student Activities	\$0.00
	Total Expenditures	\$6,667,851.23

RECOMMENDATION: It is recommended that the Board approve the payment of expenditures as appended.

PRIMARY ISSUE(S) TO CONSIDER: None

ATTACHMENTS:

1. September Check Register – FY2022 P3

SOURCEWELL TECHNOLOGY
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EDINA - LIVE
CHECK REGISTER - BY FUND

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ACCTPA21

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FD - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCT	-----DESCRIPTION-----	SALES TAX	AMOUNT
A101.00	382422	V 07/14/21	20374	BORENE LAW FIRM P.A	01005105000000	305	TEACHER CANDIDATE	0.00	-531.30
A101.00	383088	09/01/21	12420	ABLENET INC	01528402740000	433	#10080800 - EQUALS	0.00	1,197.50
A101.00	383088	09/01/21	12420	ABLENET INC	01528403740000	433	#10080800 - EQUALS	0.00	1,197.50
TOTAL CHECK								0.00	2,395.00
A101.00	383089	09/01/21	31372	ACME TOOLS PLYMOUTH	01529810302000	530	SUPPLIES/CAPITAL	0.00	699.00
A101.00	383091	09/01/21	24803	APURE INC.	01020211000000	305	VV 21-22 SERVICE FE	0.00	1,210.00
A101.00	383091	09/01/21	24803	APURE INC.	01021412419000	401	SPED WATER MACHINE	0.00	534.00
A101.00	383091	09/01/21	24803	APURE INC.	01019211000000	305	SV 21-22 SERVICE FE	0.00	534.00
TOTAL CHECK								0.00	2,298.00
A101.00	383092	09/01/21	24904	A-Z RENTAL CENTER	01528810000810	401	TANK FILL (2)	0.00	35.70
A101.00	383093	09/01/21	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING SCHOOL	0.00	240.00
A101.00	383093	09/01/21	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING SCHOOL	0.00	405.00
A101.00	383093	09/01/21	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING SCHOOL	0.00	585.00
A101.00	383093	09/01/21	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING SCHOOL	0.00	600.00
A101.00	383093	09/01/21	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING SCHOOL	0.00	1,425.00
TOTAL CHECK								0.00	3,255.00
A101.00	383094	09/01/21	20697	BAYCOM INC	01005810000000	305	WATER TOWER REPEATE	0.00	240.00
A101.00	383095	09/01/21	21085	BROOKES PUBLISHING	01005420419000	401	#55323 - TEST OF IN	0.00	599.95
A101.00	383095	09/01/21	21085	BROOKES PUBLISHING	01005420419000	401	#52711 - SLS SCREEN	0.00	79.95
A101.00	383095	09/01/21	21085	BROOKES PUBLISHING	01005420419000	401	#79130 - TEST OF IN	0.00	24.95
A101.00	383095	09/01/21	21085	BROOKES PUBLISHING	01005420419000	401	ESTIMATED SHIPPING/	0.00	91.63
TOTAL CHECK								0.00	796.48
A101.00	383096	09/01/21	22668	CAPSTONE PRESS INC	01005870795000	406	PEBBLE GO RENEWAL F	0.00	1,199.00
A101.00	383097	09/01/21	24945	CENTURYLINK	01529810000000	320	HL 08/01/21-08/31/2	0.00	220.25
A101.00	383097	09/01/21	24945	CENTURYLINK	01008810000000	320	ECC 08/01/21-08/31/	0.00	256.89
A101.00	383097	09/01/21	24945	CENTURYLINK	01019810000000	320	SV 08/01/21-08/31/2	0.00	279.72
A101.00	383097	09/01/21	24945	CENTURYLINK	01020810000000	320	VV 08/10/21-09/09/2	0.00	313.02
A101.00	383097	09/01/21	24945	CENTURYLINK	01021810000000	320	EHS 08/10/21-09/09/	0.00	402.46
A101.00	383097	09/01/21	24945	CENTURYLINK	01526810000000	320	CC 08/19/21-09/18/2	0.00	58.99
A101.00	383097	09/01/21	24945	CENTURYLINK	01532810000000	320	CV 08/10/21-09/09/2	0.00	138.91
A101.00	383097	09/01/21	24945	CENTURYLINK	01528810000000	320	CS 08/01/21-08/31/2	0.00	159.84
A101.00	383097	09/01/21	24945	CENTURYLINK	01527810000000	320	CN 08/01/21-08/31/2	0.00	159.84
A101.00	383097	09/01/21	24945	CENTURYLINK	01526810000000	320	CC 08/01/21-08/31/2	0.00	173.82
TOTAL CHECK								0.00	2,163.74
A101.00	383098	09/01/21	11272	CLIMB THEATRE	01532203000000	366	GRD 5 RETREAT FAIL2	0.00	3,500.00
A101.00	383099	09/01/21	E12787	BRUCE W COLES	01005630000000	320	JUL-AUG21 CELL PHON	0.00	130.00
A101.00	383099	09/01/21	E12787	BRUCE W COLES	01005630000000	366	JUL-AUG21 MILEAGE	0.00	12.71
TOTAL CHECK								0.00	142.71
A101.00	383100	09/01/21	26773	COMBINED INSURANCE	01	L215.25	EMPLOYEE WITHHOLDIN	0.00	3,550.17

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EDINA - LIVE
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FD - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	DESCRIPTION	SALES TAX	AMOUNT
A101.00	383102	09/01/21	27824	DIVERSE CONSTRUCTION	01021865383000	520	2021 EHS REROOF	0.00	66,191.25
A101.00	383103	09/01/21	32200	EAU CLAIRE ACADEMY	01005211000000	392	JUL21 TUITION IN C&	0.00	158.33
A101.00	383104	09/01/21	12171	ECKROTH MUSIC	01021258000250	350	EHS BAND REPAIR	0.00	121.15
A101.00	383104	09/01/21	12171	ECKROTH MUSIC	01021258000250	350	EHS BAND REPAIR	0.00	144.00
A101.00	383104	09/01/21	12171	ECKROTH MUSIC	01021258000250	350	EHS BAND REPAIR	0.00	144.15
TOTAL CHECK								0.00	409.30
A101.00	383105	09/01/21	33178	ENVIRONMENTAL PLANT	01020865352000	305	VV 2021 ASBESTOS RE	0.00	1,535.42
A101.00	383106	09/01/21	32819	FINAL SITE	01005870795000	405	UPDATES PER M.W.	0.00	1,000.00
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	BUS-PATROL STANDBY	0.00	90.00
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	ECC-PATROL STANDBY	0.00	90.00
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	EHS-PATROL STANDBY	0.00	90.00
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	VV-PATROL STANDBY	0.00	90.00
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	CC-PATROL STANDBY	0.00	90.00
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	CN-PATROL STANDBY	0.00	90.00
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	CV-PATROL STANDBY	0.00	90.00
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	HL-PATROL STANDBY	0.00	90.00
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	SV-PATROL STANDBY	0.00	90.00
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	CS-INTRUSION MONITO	0.00	90.00
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	ECC-INTRUSION MONIT	0.00	17.95
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	EHS-INTRUSION MONIT	0.00	40.08
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	VV-INTRUSION MONITO	0.00	40.08
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	CV-INTRUSION MONITO	0.00	40.08
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	HL-INTRUSION MONITO	0.00	40.08
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	SV-INTRUSION MONITO	0.00	40.08
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	CC-INTRUSION MONITO	0.00	40.08
A101.00	383107	09/01/21	18200	GENERAL SECURITY SE	01005810000000	305	CN-INTRUSION MONITO	0.00	40.08
TOTAL CHECK								0.00	1,238.59
A101.00	383108	09/01/21	00296	GROTH MUSIC COMPANY	01020258600252	430	XEROS CELLO ENDPIN	0.00	349.80
A101.00	383109	09/01/21	21963	HEINEMANN	01527420740000	433	SKU: E07769 - BENCH	0.00	425.00
A101.00	383109	09/01/21	21963	HEINEMANN	01527420740000	433	SKU: E07770 - BENCH	0.00	425.00
A101.00	383109	09/01/21	21963	HEINEMANN	01527420740000	433	ESTIMATED SHIPPING/	0.00	85.00
TOTAL CHECK								0.00	935.00
A101.00	383110	09/01/21	21315	HORIZON COMMERCIAL	01019810000815	401	SV POOL SUPPLIES	0.00	1,052.50
A101.00	383111	09/01/21	03318	HOUSE OF NOTE	01005258302000	530	DISTRICT WIDE ORCHE	0.00	2,410.00
A101.00	383112	09/01/21	32829	HUMANEDGE INC	01005407740299	394	SPED TEACHER SERVIC	0.00	1,120.00
A101.00	383112	09/01/21	32829	HUMANEDGE INC	01005407740299	394	SPED TEACHER SERVIC	0.00	1,166.90
A101.00	383112	09/01/21	32829	HUMANEDGE INC	01005407740299	394	SPED TEACHER SERVIC	0.00	1,435.00
TOTAL CHECK								0.00	3,721.90
A101.00	383113	09/01/21	32728	IDENTISYS INC	01005105000000	401	BADGE CARD SLEEVES	0.00	78.91

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCT	DESCRIPTION	SALES TAX	AMOUNT
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV80120 WHITE LABE	0.00	43.26
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV83412 INVISIBL	0.00	15.80
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV15001 TAPE DISPE	0.00	3.70
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV10630 LEGAL PADS	0.00	8.11
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV35662 SMALL POST	0.00	3.94
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV72220 JUMBO PAPE	0.00	13.41
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV35668 3X3 POST I	0.00	1.49
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV47215 INDEX CARD	0.00	11.52
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	AVE98073 GLUE STICK	0.00	7.44
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV43651 DRY ERASE	0.00	16.66
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV51301 MASKING TA	0.00	3.78
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV51302 MASKING TA	0.00	13.68
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	SWI444015 STAPLER	0.00	34.53
A101.00	383114	09/01/21	20605	INNOVATIVE OFFICE S	01533050000000	401	UNV43663 DRY ERASE	0.00	21.93
TOTAL CHECK	383114	09/01/21	20605			401		0.00	4.20
								0.00	203.45
A101.00	383115	09/01/21	03488	INSPEC INC	01019865383000	305	SV - EPS 2021 REROO	0.00	1,375.00
A101.00	383115	09/01/21	03488	INSPEC INC	01020865383000	305	VV - EPS 2021 REROO	0.00	1,375.00
A101.00	383115	09/01/21	03488	INSPEC INC	01021865383000	305	EHS - EPS 2021 RERO	0.00	1,375.00
TOTAL CHECK	383115	09/01/21	03488		01008865383000	305	ECC - EPS 2021 RERO	0.00	1,375.00
								0.00	5,500.00
A101.00	383116	09/01/21	16322	INTERMEDIATE DISTRI	01021211303000	390	ALC	0.00	1,312.46
A101.00	383116	09/01/21	16322	INTERMEDIATE DISTRI	01021399830000	390	CAREER & TECH	0.00	1,738.31
A101.00	383116	09/01/21	16322	INTERMEDIATE DISTRI	01021380835000	390	TRANSITION DISABLED	0.00	2,439.83
A101.00	383116	09/01/21	16322	INTERMEDIATE DISTRI	01021211303000	390	ALC-STABILIZATION F	0.00	3,633.99
A101.00	383116	09/01/21	16322	INTERMEDIATE DISTRI	01005865382000	390	LONG TERM FACILITIE	0.00	4,246.43
A101.00	383116	09/01/21	16322	INTERMEDIATE DISTRI	01005400342000	391	HTP-GEN ED	0.00	10,361.11
A101.00	383116	09/01/21	16322	INTERMEDIATE DISTRI	01005400000000	390	SAFE SCHOOL	0.00	10,901.96
A101.00	383116	09/01/21	16322	INTERMEDIATE DISTRI	01021211303000	390	CORE FEE	0.00	10,938.31
A101.00	383116	09/01/21	16322	INTERMEDIATE DISTRI	01005850302287	370	CONTRACTED NSO	0.00	10,994.47
A101.00	383116	09/01/21	16322	INTERMEDIATE DISTRI	01005400000000	390	LEASE LEVY	0.00	23,849.38
TOTAL CHECK	383116	09/01/21	16322		01005400000000	390	ITINERANT	0.00	27,749.66
								0.00	108,165.91
A101.00	383117	09/01/21	15169	INTERMEDIATE SCHOOL	01005211000000	390	TUITION BILLING REG	0.00	12,031.91
A101.00	383118	09/01/21	26941	IWS - INNOVATIONAL	01527810000000	350	CN MICRON FILTERS	0.00	185.00
A101.00	383119	09/01/21	25335	JANET UNGS - BUSINE	01005640316000	305	JUL-AUG21 SERVICES	0.00	500.00
A101.00	383120	09/01/21	32927	JERRY'S FOODS EDINA	01019211000000	490	WORKSHOP WEEK FOOD	0.00	85.06
A101.00	383120	09/01/21	32927	JERRY'S FOODS EDINA	01019211000000	490	WORKSHOP WEEK FOOD	0.00	103.37
A101.00	383120	09/01/21	32927	JERRY'S FOODS EDINA	01019211000000	490	WORKSHOP WEEK FOOD	0.00	196.04
TOTAL CHECK	383120	09/01/21	32927			490		0.00	384.47
								0.00	
A101.00	383121	09/01/21	03720	JERRY'S HARDWARE	01528810000810	401	CS - LOCKER PAINT/S	0.00	65.67
A101.00	383123	09/01/21	09728	JW PEPPER & SON INC	01020258000250	430	BAND SHEET MUSIC	0.00	86.00
A101.00	383123	09/01/21	09728	JW PEPPER & SON INC	01021258000251	430	EHS CHOIR SUPPLIES	0.00	199.74
TOTAL CHECK	383123	09/01/21	09728			430		0.00	285.74

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FD - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCTNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
A101.00	383124	09/01/21	16127	KULLY SUPPLY INC	01529810000000	350	REPAIR KIT & PARTS	0.00	28.99
A101.00	383128	09/01/21	11079	MASPA/STATE NEGOTIA	01005105000000	820	MEMBERSHIP FEE - D.	0.00	550.00
A101.00	383128	09/01/21	11079	MASPA/STATE NEGOTIA	01005105000000	820	MEMBERSHIP FEE - M.	0.00	120.00
A101.00	383128	09/01/21	11079	MASPA/STATE NEGOTIA	01005105000000	820	MEMBER RENEWALS	0.00	120.00
TOTAL CHECK								0.00	790.00
A101.00	383129	09/01/21	16463	MASSP-MN ASSOC OF S	01019050000000	820	MEMBERSHIP FEE - T.	0.00	615.00
A101.00	383130	09/01/21	30024	MENARDS - EDEN PRAI	010058100000820	401	DW - GREASE/TARP	0.00	180.62
A101.00	383130	09/01/21	30024	MENARDS - EDEN PRAI	010058100000820	401	DW - BINS	0.00	116.19
A101.00	383130	09/01/21	30024	MENARDS - EDEN PRAI	010058100000820	401	DW - RETURN	0.00	-14.48
A101.00	383130	09/01/21	30024	MENARDS - EDEN PRAI	010218100000820	401	EHS - TIRE PLUGS	0.00	5.47
TOTAL CHECK								0.00	287.80
A101.00	383131	09/01/21	30025	MENARDS - RICHFIELD	01019810000000	350	SV REPAIR SUPPLIES	0.00	21.88
A101.00	383131	09/01/21	30025	MENARDS - RICHFIELD	01019810000000	350	SV REPAIR SUPPLIES	0.00	43.25
TOTAL CHECK								0.00	67.13
A101.00	383132	09/01/21	20037	METRO ELEVATOR INC	01005810000000	305	ECC - SEP21 SERVICE	0.00	1,236.66
A101.00	383133	09/01/21	23177	NCS PEARSON INC	01005420419000	401	#0158985095 - WPPSI	0.00	97.50
A101.00	383133	09/01/21	23177	NCS PEARSON INC	01005420419000	401	#015898501X - WPPSI	0.00	56.50
TOTAL CHECK								0.00	154.00
A101.00	383134	09/01/21	04661	OFFICE DEPOT INC	01526203000000	401	OFFICE LABELS/CARDS	0.00	138.75
A101.00	383134	09/01/21	04661	OFFICE DEPOT INC	01526203000000	401	FOLDERS/BINDING COM	0.00	139.88
TOTAL CHECK								0.00	278.63
A101.00	383136	09/01/21	30265	PARK NICOLLET FOUND	01005400000000	379	GTG SERVICE - 1 YEA	0.00	2,000.00
A101.00	383137	09/01/21	14069	PITSCO EDUCATION LL	01020255000000	430	W50181 CHIPBOARD	0.00	6.25
A101.00	383137	09/01/21	14069	PITSCO EDUCATION LL	01020255000000	430	W55781 PRECISION S	0.00	38.00
A101.00	383137	09/01/21	14069	PITSCO EDUCATION LL	01020255000000	430	W56832 KITE STRING	0.00	14.00
A101.00	383137	09/01/21	14069	PITSCO EDUCATION LL	01020255000000	430	W50143 PORTA-PAD	0.00	29.75
A101.00	383137	09/01/21	14069	PITSCO EDUCATION LL	01020255000000	430	W51891 BALSA WOOD	0.00	235.00
A101.00	383137	09/01/21	14069	PITSCO EDUCATION LL	01020255000000	430	W57977 ESTES E-ENG	0.00	40.25
TOTAL CHECK								0.00	363.25
A101.00	383138	09/01/21	30930	PLANSOURCE	01005105000000	305	SERVICES FOR AUG 21	0.00	9,568.50
A101.00	383139	09/01/21	28039	PLASTIC BAG MART	015328100000810	401	CV - COMPOST BAGS	0.00	153.90
A101.00	383139	09/01/21	28039	PLASTIC BAG MART	015278100000810	401	CN - COMPOST BAGS	0.00	307.80
A101.00	383139	09/01/21	28039	PLASTIC BAG MART	015268100000810	401	CC - COMPOST BAGS	0.00	384.75
A101.00	383139	09/01/21	28039	PLASTIC BAG MART	015298100000810	401	HL - COMPOST BAGS	0.00	384.75
A101.00	383139	09/01/21	28039	PLASTIC BAG MART	015288100000810	401	CS - COMPOST BAGS	0.00	769.50
TOTAL CHECK								0.00	2,000.70
A101.00	383141	09/01/21	32612	PROJECT LEAD THE WA	01005870795000	405	VV-PLTW GATEWAY PAR	0.00	950.00
A101.00	383142	09/01/21	11873	RATWIK ROSZAK & MAL	01005400000000	306	PROF FEES FOR SPEED	0.00	404.50

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A101.00	383143	09/01/21	15873	REALLY GOOD STUFF I	01527201000050	430	KINDERGARTEN SUPPLY	0.00	209.39
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528402740000	433	ISBN-10: 1428441867	0.00	22.41
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN-10: 1428441867	0.00	22.41
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN-10: 1428441875	0.00	11.20
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN-10: 1428441875	0.00	11.21
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN: 1428441883	0.00	11.20
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN: 1428441883	0.00	11.21
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN: 9781428432420	0.00	19.48
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN: 9781428432420	0.00	19.49
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN: 9781428442368	0.00	20.23
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN: 9781428432437	0.00	20.24
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN: 9781428432437	0.00	19.48
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN: 9781428444189	0.00	19.49
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN: 9781428444189	0.00	11.20
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN: 97814284441903	0.00	11.21
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ISBN: 9781428441903	0.00	11.20
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528402740000	433	ESTIMATED SHIPPING/	0.00	8.85
A101.00	383144	09/01/21	32585	SAVVAS LEARNING COM	01528403740000	433	ESTIMATED SHIPPING/	0.00	8.86
TOTAL CHECK									270.58
A101.00	383145	09/01/21	14679	SCHOLASTIC INC	01532203000000	430	GRD 3 SCHOLASTIC	0.00	206.12
A101.00	383146	09/01/21	06922	SCHOOL SERVICE EMPL 01		L215.08	UNION DUES W/HOLDIN	0.00	1,847.61
A101.00	383147	09/01/21	32832	SCHOOL SPECIALTY, L	01526203000000	430	SKETCH NOTEBOOK DIAR	0.00	312.00
A101.00	383148	09/01/21	27919	SOUTHWEST METRO ISD	01005211000000	390	EDUC SERVICES IN C&	0.00	14,770.21
A101.00	383149	09/01/21	08656	SPS COMPANIES INC	01529810000000	350	REPAIR SUPPLY-O RIN	0.00	13.40
A101.00	383150	09/01/21	33179	ST PAUL LINOLEUM &	01008865379000	520	ECC-MISC FLOOR WORK	0.00	3,574.00
A101.00	383151	09/01/21	22773	SUMMIT FIRE PROTECT	01005865363000	305	BUS GAR-SPRINKLER I	0.00	607.00
A101.00	383151	09/01/21	22773	SUMMIT FIRE PROTECT	01005865363000	305	ECC-FIRE EXTINGUISH	0.00	982.04
TOTAL CHECK									1,589.04
A101.00	383153	09/01/21	26581	THE MCDOWELL AGENCY 01	01005105000000	L215.30	BKGD CHECK-EPS EMPL	0.00	310.00
A101.00	383153	09/01/21	26581	THE MCDOWELL AGENCY	01005105000000	305	BKGD CHECK-STU TEAC	0.00	180.00
A101.00	383153	09/01/21	26581	THE MCDOWELL AGENCY	01005105000000	305	BKGD CHECK-PARENT V	0.00	15.00
TOTAL CHECK									505.00
A101.00	383154	09/01/21	23013	UNIVERSITY LANGUAGE	01005790000000	358	INTERPRETER FOR GEN	0.00	82.50
A101.00	383154	09/01/21	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER FOR SPE	0.00	165.00
A101.00	383154	09/01/21	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER FOR SPE	0.00	187.28
A101.00	383154	09/01/21	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER FOR SPE	0.00	189.52
A101.00	383154	09/01/21	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER FOR SPE	0.00	189.52
TOTAL CHECK									813.82
A101.00	383155	09/01/21	16882	VIRCO INC	01019211000093	430	12018 STOOL, 120 SE	0.00	1,630.72

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCT	DESCRIPTION	SALES TAX	AMOUNT
A101.00	383156	09/01/21	15967	WEST MUSIC COMPANY	01005258302000	530	DISTRICT WIDE ELEME	0.00	359.96
A101.00	383156	09/01/21	15967	WEST MUSIC COMPANY	01005258302000	530	DISTRICT WIDE ELEME	0.00	1,998.00
TOTAL CHECK								0.00	2,357.96
A101.00	383157	09/01/21	15501	WILD RUMPUS BOOK ST	01005620795000	470	BOOKS FOR VALLEY VI	0.00	143.87
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#8900 - 3/8" X 1-1/	0.00	2.44
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#68580 - 5/8" X 2-1	0.00	31.05
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#303 - 3/4" X 3" P	0.00	151.45
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#7304 - 1" X 3" PLA	0.00	281.12
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#19223 - (NB) TRU-C	0.00	6.18
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#9711 - 2" X 3" PAT	0.00	27.85
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#14208 - 1" X 5 YAR	0.00	22.60
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#52013 - 2" X 5 YAR	0.00	33.00
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#4022 - 2" X 2" ECO	0.00	17.80
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#4042 - 4" X 4" ECO	0.00	59.30
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#1218 - ISOPROPYL A	0.00	18.00
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#103001 - ALCOHOL P	0.00	25.50
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#4002 - TWIST TIE S	0.00	27.40
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#15680 - 4" X 6" TH	0.00	84.55
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#15681 - 4" X 9" TH	0.00	60.80
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#60250 - 5" X 7" IN	0.00	34.17
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#1318 - CALAMINE LO	0.00	6.12
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#25130 - CUREL FRAG	0.00	43.95
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#1650 - VASELINE 3-	0.00	13.16
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#3096 - BANDAGE SCT	0.00	3.85
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#1000 - TRIANGULAR	0.00	3.35
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#51030 - ARM SLING	0.00	29.20
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#17157 - TRUEPLUS G	0.00	28.45
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#25590 - 1-1/2" SAF	0.00	1.88
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#19119 - PLASTIC EY	0.00	9.00
A101.00	383158	09/01/21	14146	WILLIAM V MACGILL &	01005720000000	401	#14146 - ZIPLOC ONE	0.00	135.00
TOTAL CHECK								0.00	1,158.17
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	#LY-9A - THE WORD T	0.00	45.00
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	#EM-36A - TOCS EXA	0.00	49.00
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	#EM-236B - TOCS OBS	0.00	33.00
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	ESTIMATED SHIPPING/	0.00	61.50
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	#EM-193 - UNIT2 KIT	0.00	839.00
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	ESTIMATED SHIPPING/	0.00	83.90
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	#W-685A - CASI-2 CO	0.00	118.00
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	#W-686A - OPUS FORM	0.00	46.00
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	#EM-210A - TNL-2 EX	0.00	59.00
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	#AP-58B - RESCA-E S	0.00	25.00
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	#AP-58A - RESCA-E R	0.00	160.00
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	#EM-201A - FCP-R PR	0.00	35.00
A101.00	383159	09/01/21	07655	WPS - WESTERN PSYCH	01005420419000	401	#EM-194A - THE WORD	0.00	45.00
TOTAL CHECK								0.00	1,599.40
A101.00	383160	09/01/21	16906	YOUTH FRONTIERS INC	01529640316000	366	PURPOSE STAFF RETIRE	0.00	3,870.00

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A101.00	383161	09/01/21	18489	NCPERS GROUP LIFE I 01		L215.40	EMP W/H 9/1-9/30	0.00	32.00
A101.00	383162	09/08/21	24001	1ST AYD CORPORATION	01009760720000	401	PARTS CLEANER	0.00	651.38
A101.00	383164	09/08/21	93437	ALY ZAKARIA	01021294000663	302	VAR SOCCER: WAYZATA	0.00	69.50
A101.00	383164	09/08/21	93437	ALY ZAKARIA	01021296000663	302	VAR SOCCER: WAYZATA	0.00	69.50
TOTAL CHECK								0.00	139.00
A101.00	383165	09/08/21	33183	AMANDA THOMPSON	01021296000669	R050	VOLLEYBALL REFUND	0.00	245.00
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-12201	0.00	68.10
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-UL1NT5P	0.00	21.90
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-6306	0.00	9.50
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-5061	0.00	325.00
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-5007	0.00	39.60
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-2514X	0.00	33.90
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-6101	0.00	14.50
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-1003	0.00	17.20
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-3704	0.00	9.50
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-6335	0.00	31.90
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-6955	0.00	89.50
A101.00	383167	09/08/21	28377	ARROWHEAD FORENSICS	01021260000000	430	ITEM#A-6955	0.00	162.55
TOTAL CHECK								0.00	823.15
A101.00	383169	09/08/21	00500	ASTLEFORD INTERNATI	01009760720000	402	SWITCH	0.00	92.24
A101.00	383169	09/08/21	00500	ASTLEFORD INTERNATI	01009760720000	402	GASKET	0.00	166.33
A101.00	383169	09/08/21	00500	ASTLEFORD INTERNATI	01009760720000	402	SENSOR	0.00	648.02
TOTAL CHECK								0.00	906.59
A101.00	383170	09/08/21	05628	AUTO PLUS/UNI-SELEC	01009760720000	402	BEARING	0.00	29.80
A101.00	383170	09/08/21	05628	AUTO PLUS/UNI-SELEC	01009760720000	402	BLOWER MOTOR	0.00	40.79
A101.00	383170	09/08/21	05628	AUTO PLUS/UNI-SELEC	01009760720000	402	TAPE	0.00	15.81
TOTAL CHECK								0.00	86.40
A101.00	383171	09/08/21	30223	BATTERIES PLUS BULB	01009760720000	403	BATTERY	0.00	19.60
A101.00	383171	09/08/21	30223	BATTERIES PLUS BULB	01009760720000	403	BATTERY	0.00	471.80
TOTAL CHECK								0.00	491.40
A101.00	383172	09/08/21	14652	BAUER BUILT INC	01009760720000	403	TIRES	0.00	235.96
A101.00	383173	09/08/21	14618	JOHN W MCKONE -- BE	01021258000251	350	CHOIR PIANOS TUNING	0.00	420.00
A101.00	383174	09/08/21	19965	BIO-RAD LABORATORIE	01021260000000	430	ITEM#166060EEDU	0.00	52.00
A101.00	383174	09/08/21	19965	BIO-RAD LABORATORIE	01021260000000	430	ITEM#1660409EEDU	0.00	63.00
A101.00	383174	09/08/21	19965	BIO-RAD LABORATORIE	01021260000000	430	ITEM#1660408EEDU	0.00	76.00
A101.00	383174	09/08/21	19965	BIO-RAD LABORATORIE	01021260000000	430	ITEM#1660421EEDU	0.00	34.00
A101.00	383174	09/08/21	19965	BIO-RAD LABORATORIE	01021260000000	430	ITEM#1660405EEDU	0.00	156.00
A101.00	383174	09/08/21	19965	BIO-RAD LABORATORIE	01021260000000	430	ITEM#1660407EEDU	0.00	40.00
A101.00	383174	09/08/21	19965	BIO-RAD LABORATORIE	01021260000000	430	ITEM#1660406EEDU	0.00	58.00
A101.00	383174	09/08/21	19965	BIO-RAD LABORATORIE	01021260000000	430	ITEM#1660530EEDU	0.00	96.00
A101.00	383174	09/08/21	19965	BIO-RAD LABORATORIE	01021260000000	430	ITEM#1660530EEDU	0.00	44.36
TOTAL CHECK								0.00	619.36

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCT	-----DESCRIPTION-----	SALES TAX	AMOUNT
A101.00	383176	09/08/21	10270	BOYER TRUCKS	01009760720000	402	AIR FILTER	0.00	86.46
A101.00	383176	09/08/21	10270	BOYER TRUCKS	01009760720000	351	DOT INSPECTION	0.00	103.50
A101.00	383176	09/08/21	10270	BOYER TRUCKS	01009760720000	402	AIR FILTER	0.00	172.15
A101.00	383176	09/08/21	10270	BOYER TRUCKS	01009760720000	351	DOT INSPECTION	0.00	293.34
TOTAL CHECK								0.00	655.45
A101.00	383178	09/08/21	01012	BSN SPORTS, LLC	01021292000651	401	BSKETBALL PADDING E	0.00	428.00
A101.00	383178	09/08/21	01012	BSN SPORTS, LLC	01021296000669	401	VOLLEYBALL UNIFORMS	0.00	6,593.68
TOTAL CHECK								0.00	7,021.68
A101.00	383179	09/08/21	01170	CAROLINA BIOLOGICAL	01021260000000	430	ITEM#746863	0.00	50.80
A101.00	383179	09/08/21	01170	CAROLINA BIOLOGICAL	01021260000000	430	ESTIMATED SHIPPING/	0.00	22.95
A101.00	383179	09/08/21	01170	CAROLINA BIOLOGICAL	01021260000000	430	ITEM#82-4020	0.00	168.80
A101.00	383179	09/08/21	01170	CAROLINA BIOLOGICAL	01021260000000	430	ITEM#182006	0.00	81.90
A101.00	383179	09/08/21	01170	CAROLINA BIOLOGICAL	01021260000000	430	ESTIMATED SHIPPING/	0.00	36.95
A101.00	383179	09/08/21	01170	CAROLINA BIOLOGICAL	01021260000000	430	ESTIMATED SHIPPING/	0.00	16.99
TOTAL CHECK								0.00	378.39
A101.00	383180	09/08/21	27717	CATALYST SOURCING S	01009760720000	305	ONDEMAND/SPED/MPLS	0.00	285.00
A101.00	383180	09/08/21	27717	CATALYST SOURCING S	01021292000000	305	ONDEMAND/SPORT STRE	0.00	445.00
A101.00	383180	09/08/21	27717	CATALYST SOURCING S	01005110000000	305	SUPP TRACK MON SUBS	0.00	209.99
TOTAL CHECK								0.00	939.99
A101.00	383182	09/08/21	33165	COMPUTER INFORMATIO	01005400000000	405	TABLEAU- YEAR 1	0.00	45,214.00
A101.00	383183	09/08/21	11744	CULLIGAN BOTTLED WA	01021292000000	401	WATER - ACTIVITIES	0.00	50.42
A101.00	383185	09/08/21	17950	DELEGARD TOOL COMPA	01009760720000	401	CHARGER	0.00	558.90
A101.00	383187	09/08/21	20505	EDUCATION LOGISTICS	01009760720000	320	GPS SERVICE	0.00	1,456.32
A101.00	383188	09/08/21	25555	EMI AUDIO	01019211302000	530	SHURE BETA TRANS/RE	0.00	2,858.00
A101.00	383189	09/08/21	22184	ESTR PUBLICATIONS L	01005420419000	401	ESTR-J-REVISED, LAV	0.00	120.00
A101.00	383189	09/08/21	22184	ESTR PUBLICATIONS L	01005420419000	401	ESTR-J-REVISED, GRA	0.00	260.00
A101.00	383189	09/08/21	22184	ESTR PUBLICATIONS L	01005420419000	401	ESTR-J-P, SPANISH,	0.00	20.00
A101.00	383189	09/08/21	22184	ESTR PUBLICATIONS L	01005420419000	401	ESTIMATED SHIPPING/	0.00	24.00
TOTAL CHECK								0.00	424.00
A101.00	383190	09/08/21	28966	FACTORY MOTOR PARTS	01009760720000	401	HARNES	0.00	102.94
A101.00	383190	09/08/21	28966	FACTORY MOTOR PARTS	01009760720000	401	HEADLIGHT	0.00	135.60
TOTAL CHECK								0.00	238.54
A101.00	383193	09/08/21	09346	GRAINGER	01009760720000	401	LOCK NUTS	0.00	89.43
A101.00	383193	09/08/21	09346	GRAINGER	01009760720000	401	BATTERY/WASHER	0.00	26.30
A101.00	383193	09/08/21	09346	GRAINGER	01009760720000	401	GLASSES	0.00	40.20
A101.00	383193	09/08/21	09346	GRAINGER	01009760720000	401	CORD	0.00	52.55
A101.00	383193	09/08/21	09346	GRAINGER	01009760720000	401	SOLE CUTTER	0.00	69.63
TOTAL CHECK								0.00	278.11
A101.00	383194	09/08/21	15367	H&B SPECIALIZED PRO	01020810000000	350	BUILDING REPAIR	0.00	1,694.00

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A101.00	383195	09/08/21	32711	HAPPY NUMBERS INC	01005422740000	406	HAPPY NUMBERS TO BE	0.00	2,900.00
A101.00	383196	09/08/21	18392	HEALY AWARDS INC	01021294000654	401	FOOTBALL HELMET DEC	0.00	378.88
A101.00	383197	09/08/21	03263	HOGGLUND BUS CO INC	01009760720000	401	RUBRAIL	0.00	520.20
A101.00	383197	09/08/21	03263	HOGGLUND BUS CO INC	01005850302000	548	4 NEW SCHOOL BUSES+	0.00	413,803.56
TOTAL CHECK								0.00	414,323.76
A101.00	383200	09/08/21	31746	IN-JAE KIM	01021296000663	302	9GRD SOCCER: WAYZAT	0.00	62.00
A101.00	383201	09/08/21	22302	INTEREUM INC	01533203302000	530	VS AMERICA CURVED B	0.00	2,670.00
A101.00	383201	09/08/21	22302	INTEREUM INC	01533203302000	530	VS AMERICA HOKKI ST	0.00	504.00
A101.00	383201	09/08/21	22302	INTEREUM INC	01533203302000	530	VS AMERICA PANTO SW	0.00	1,197.00
A101.00	383201	09/08/21	22302	INTEREUM INC	01533203302000	530	HERMAN MIDLER RECT	0.00	696.96
A101.00	383201	09/08/21	22302	INTEREUM INC	01533203302000	530	HERMAN MILLER SURFA	0.00	12.09
A101.00	383201	09/08/21	22302	INTEREUM INC	01533203302000	530	LABOR- GROMMET CUT	0.00	77.14
A101.00	383201	09/08/21	22302	INTEREUM INC	01533203302000	530	SIT ON IT SEATING E	0.00	708.40
A101.00	383201	09/08/21	22302	INTEREUM INC	01533203302000	530	HERMAN MILLER BAR P	0.00	251.84
A101.00	383201	09/08/21	22302	INTEREUM INC	01533203302000	530	HERMAN MILLER PEDES	0.00	79.36
TOTAL CHECK								0.00	568.26
A101.00	383203	09/08/21	03720	JERRY'S HARDWARE	01008810000000	401	PLUMBING SUPPLIES	0.00	3.98
A101.00	383203	09/08/21	03720	JERRY'S HARDWARE	01008810000000	401	PAINTING SUPPLIES	0.00	31.47
TOTAL CHECK								0.00	35.45
A101.00	383205	09/08/21	12665	JESSEN PRESS INC	01021050000000	401	BUSINESS CARDS-B.D.	0.00	71.95
A101.00	383205	09/08/21	12665	JESSEN PRESS INC	01005810000820	401	BUSINESS CARDS-K.S.	0.00	71.95
TOTAL CHECK								0.00	73.45
A101.00	383206	09/08/21	09728	JW PEPPER & SON INC	01021258000252	430	BUSINESS CARDS-S.S.	0.00	217.35
A101.00	383206	09/08/21	09728	JW PEPPER & SON INC	01021258000252	430	SHEET MUSIC PRINTS	0.00	227.00
A101.00	383209	09/08/21	24322	KEYSTONE	01009760720000	401	PAINT	0.00	234.96
A101.00	383209	09/08/21	24322	KEYSTONE	01009760720000	401	AUTO WIPES	0.00	240.76
A101.00	383209	09/08/21	24322	KEYSTONE	01009760720000	401	PAINT	0.00	357.52
A101.00	383209	09/08/21	24322	KEYSTONE	01009760720000	401	TAPE, PAINT	0.00	435.70
TOTAL CHECK								0.00	1,268.94
A101.00	383210	09/08/21	32966	KINECT ENERGY, INC	01005810000000	440	DO - SEP21	0.00	850.00
A101.00	383211	09/08/21	31374	KOCH SCHOOL BUS SER	01009760723000	360	JUL21-SUMMER SPED	0.00	15,010.71
A101.00	383212	09/08/21	16127	KULLY SUPPLY INC	01526810000000	350	FOUNTAIN REPAIR PAR	0.00	372.41
A101.00	383213	09/08/21	17803	LAKE CONFERENCE	01021292000000	820	LAKE CONF DUES 21-2	0.00	5,000.00
A101.00	383214	09/08/21	04024	LAKESHORE LEARNING	01533203000000	430	PLASTIC COINS	0.00	29.99
A101.00	383214	09/08/21	04024	LAKESHORE LEARNING	01533203000000	430	MATH GRID WRITE AND	0.00	29.99
A101.00	383214	09/08/21	04024	LAKESHORE LEARNING	01533203000000	430	DOUBLE SIDED COUNTS	0.00	15.99
A101.00	383214	09/08/21	04024	LAKESHORE LEARNING	01533203000000	430	GEOMETRIC FOAM SHAP	0.00	29.99

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A101.00	383214	09/08/21	04024	LAKESHORE LEARNING	01533203000000	430	SMALL MAGNETIC POCK	0.00	22.99
A101.00	383214	09/08/21	04024	LAKESHORE LEARNING	01533203000000	430	MAGNETIC POCKET CHA	0.00	29.99
A101.00	383214	09/08/21	04024	LAKESHORE LEARNING	01533203000000	430	SPACE SAVER POCKET	0.00	16.99
A101.00	383214	09/08/21	04024	LAKESHORE LEARNING	01533203000000	430	ESTIMATED SHIPPING/	0.00	6.99
TOTAL CHECK								0.00	182.92
A101.00	383215	09/08/21	26066	MAC TOOLS DISTRIBUT	01009760720000	401	DRILL GUIDE	0.00	125.99
A101.00	383216	09/08/21	33160	MACHINE SAFETY MANA	01019865347000	305	MACHINE GUARDS AS P	0.00	6,775.29
A101.00	383217	09/08/21	10090	MACKIN EDUCATIONAL	01005620795000	470	CC BOOKS - FINAL PM	0.00	225.64
A101.00	383218	09/08/21	30099	MAPLE GROVE SENIOR	01021296000669	369	VOLLEYBALL INVITE	0.00	100.00
A101.00	383219	09/08/21	14980	MASBO	01005110000000	820	ABSO MEMBERSHIP-R.C	0.00	230.00
A101.00	383220	09/08/21	16463	MASSP-MN ASSOC OF S	01021292000000	820	MEMBERSHIP FOR T.S.	0.00	865.00
A101.00	383222	09/08/21	31088	MATSON HOLDINGS, IN	01009760720000	401	BUFFING KIT, TOWEL	0.00	23.25
A101.00	383223	09/08/21	32765	MATTHEW EDGAR	01021294000663	302	VAR SOCCER: WAYZATA	0.00	69.50
A101.00	383223	09/08/21	32765	MATTHEW EDGAR	01021296000663	302	VAR SOCCER: WAYZATA	0.00	69.50
TOTAL CHECK								0.00	139.00
A101.00	383225	09/08/21	09167	MENARDS - GOLDEN VA	01008810000000	401	RETURN	0.00	-159.99
A101.00	383225	09/08/21	09167	MENARDS - GOLDEN VA	01008810000000	401	BUILDING SUPPLIES	0.00	220.09
A101.00	383225	09/08/21	09167	MENARDS - GOLDEN VA	01008810000000	401	BUILDING SUPPLIES	0.00	230.46
TOTAL CHECK								0.00	290.56
A101.00	383226	09/08/21	30024	MENARDS - EDEN PRAI	01021292000000	401	TSC#IDA SUPPLIES	0.00	327.92
A101.00	383226	09/08/21	30024	MENARDS - EDEN PRAI	01009760720000	401	SHELF	0.00	248.55
A101.00	383226	09/08/21	30024	MENARDS - EDEN PRAI	01009760720000	401	BOILER #3 PARTS	0.00	1.58
TOTAL CHECK								0.00	578.05
A101.00	383227	09/08/21	33139	MEZZO-FORTE STRINGE	01005258302000	530	CARBON FIBER CELLO	0.00	4,291.07
A101.00	383228	09/08/21	22660	MIDWEST BUS PARTS I	01009760720000	402	STOP ARM	0.00	750.00
A101.00	383228	09/08/21	22660	MIDWEST BUS PARTS I	01009760720000	402	LED LIGHT	0.00	53.30
A101.00	383228	09/08/21	22660	MIDWEST BUS PARTS I	01009760720000	402	BRACKET	0.00	68.70
TOTAL CHECK								0.00	872.00
A101.00	383230	09/08/21	26048	MN HIGH SCHOOL MATH	01021291000291	820	LEAGUE MEMBERSHIP	0.00	600.00
A101.00	383231	09/08/21	10596	MN STATE HIGH SCHOO	01021292000000	820	21-22 MEMBERSHIP	0.00	18,240.20
A101.00	383232	09/08/21	33186	MOTION LLC	01021211000450	305	GRADUATION FLY BY	0.00	2,775.00
A101.00	383232	09/08/21	33186	MOTION LLC	01021211000096	305	GRADUATION FLY BY	0.00	2,775.00
TOTAL CHECK								0.00	5,550.00
A101.00	383233	09/08/21	26521	NATIONAL BALSA	01021211000130	430	ITEM#AERO-GLIDERS	0.00	48.75
A101.00	383233	09/08/21	26521	NATIONAL BALSA	01021211000130	430	ITEM#AERO-GLIDERS	0.00	366.00
A101.00	383233	09/08/21	26521	NATIONAL BALSA	01021211000130	430	ITEM#AERO-GLIDERS	0.00	43.50

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A101.00	383233	09/08/21	26521	NATIONAL BALSA	01021211000130	430	ITEM#POE	0.00	42.00
A101.00	383233	09/08/21	26521	NATIONAL BALSA	01021211000130	430	ESTIMATED SHIPPING/	0.00	92.00
TOTAL CHECK								0.00	592.25
A101.00	383234	09/08/21	22535	NEW DOMINION SCHOOL	01005211000000	390	MAY21 C&T - GEN ED	0.00	485.38
A101.00	383235	09/08/21	27578	NEW PRAGUE HIGH SCH	01021296000671	369	DANCE INVITE	0.00	300.00
A101.00	383237	09/08/21	17215	OCCUPATIONAL MEDICI	01009760720000	305	DRIVER PHY-J.T.	0.00	70.00
A101.00	383237	09/08/21	17215	OCCUPATIONAL MEDICI	01009760720000	305	DRIVER PHY-M.L.	0.00	70.00
A101.00	383237	09/08/21	17215	OCCUPATIONAL MEDICI	01009760720000	305	DRIVER PHY-R.R.	0.00	70.00
A101.00	383237	09/08/21	17215	OCCUPATIONAL MEDICI	01009760720000	305	DRIVER PHY-J.L.	0.00	75.00
TOTAL CHECK								0.00	285.00
A101.00	383238	09/08/21	04661	OFFICE DEPOT INC	01527203000000	401	START UP TEACHER SU	0.00	4.28
A101.00	383238	09/08/21	04661	OFFICE DEPOT INC	01532203000000	401	ON LINE ORDER	0.00	424.40
A101.00	383238	09/08/21	04661	OFFICE DEPOT INC	01532203000000	401	ON LINE ORDER	0.00	70.32
TOTAL CHECK								0.00	499.00
A101.00	383239	09/08/21	31228	OPENTEXT INC	01005630000000	320	FEES FOR AUGUST 202	0.00	218.49
A101.00	383240	09/08/21	33185	PETER NWAOFUNE	01021294000663	302	JV SOCCER: CRETIN-D	0.00	62.00
A101.00	383245	09/08/21	32940	PREMIUM WATERS INC	01008105000000	401	HOT/COLD CNTR SEP21	0.00	29.95
A101.00	383247	09/08/21	32982	RICK MKOS DBA NORTH	010212910000262	305	HOMECOMING DJ	0.00	3,900.00
A101.00	383249	09/08/21	32832	SCHOOL SPECIALTY, L	01526203000000	401	5 PACKAGES OF FOLDE	0.00	157.25
A101.00	383249	09/08/21	32832	SCHOOL SPECIALTY, L	01528212000000	430	ART ROOM PAPER	0.00	252.30
TOTAL CHECK								0.00	409.75
A101.00	383250	09/08/21	21881	SHAMROCK GROUP	01021292000000	305	KUHLMAN ICE MACHINE	0.00	211.05
A101.00	383251	09/08/21	22930	SIGN PRO	01009760720000	402	DECALS	0.00	249.05
A101.00	383251	09/08/21	22930	SIGN PRO	01009760720000	402	DECALS	0.00	29.85
A101.00	383251	09/08/21	22930	SIGN PRO	01009760720000	402	DECALS	0.00	174.21
TOTAL CHECK								0.00	453.11
A101.00	383253	09/08/21	24607	STIX SPORTSWEAR & S	01019211000000	401	STAFF SHIRTS	0.00	1,202.50
A101.00	383255	09/08/21	33184	THEATREFOLK LTD	01020291000256	820	MEMBERSHIP - A.M.	0.00	166.50
A101.00	383255	09/08/21	33184	THEATREFOLK LTD	01020211000000	820	MEMBERSHIP - A.M.	0.00	166.50
TOTAL CHECK								0.00	333.00
A101.00	383257	09/08/21	31504	TIME FOR KIDS	01532203000000	460	GRD K SUBSCRIPTIONS	0.00	514.80
A101.00	383259	09/08/21	27819	T-MOBILE	01526050000000	320	CONCORD	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	01527050000000	320	CORNELIA	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	01528050000000	320	COUNTRYSIDE	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	01529050000000	320	HIGHLANDS	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	01529810000000	320	HIGHLANDS MAINT	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	01021810000000	320	HIGH SCHOOL MAINT	0.00	6.24

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A101.00	383259	09/08/21	27819	T-MOBILE	01020810000000	320	VALLEY VIEW MAINT	0.00	18.54
A101.00	383259	09/08/21	27819	T-MOBILE	01009760720000	320	TRANSPORTATION	0.00	31.86
A101.00	383259	09/08/21	27819	T-MOBILE	01532810000000	320	CREEK VALLEY MAINT	0.00	34.74
A101.00	383259	09/08/21	27819	T-MOBILE	01528810000000	320	COUNTRYSIDE MAINT	0.00	34.74
A101.00	383259	09/08/21	27819	T-MOBILE	01005420419000	320	SPECIAL SERVICES	0.00	35.76
A101.00	383259	09/08/21	27819	T-MOBILE	01019810000000	320	SOUTH VIEW MAINT	0.00	51.96
A101.00	383259	09/08/21	27819	T-MOBILE	01526810000000	320	CONCORD MAINT	0.00	51.96
A101.00	383259	09/08/21	27819	T-MOBILE	01527810000000	320	ECSE	0.00	62.62
A101.00	383259	09/08/21	27819	T-MOBILE	01005810000000	320	CORNELIA MAINT	0.00	64.26
A101.00	383259	09/08/21	27819	T-MOBILE	01005810000000	320	BUILDINGS & GROUNDS	0.00	81.48
A101.00	383259	09/08/21	27819	T-MOBILE	01005630000000	320	ECC MAINT	0.00	111.00
A101.00	383259	09/08/21	27819	T-MOBILE	01005630000000	320	DMTS	0.00	181.61
A101.00	383259	09/08/21	27819	T-MOBILE	01005630000000	320	EPS HOT SPOTS-EMPOW	0.00	855.83
A101.00	383259	09/08/21	27819	T-MOBILE	01533050000000	320	NORMANDALE	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	01019050000000	320	SOUTH VIEW	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	01021050000000	320	HIGH SCHOOL	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	01020050000000	320	VALLEY VIEW	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	01532050000000	320	CREEK VALLEY	0.00	23.46
TOTAL CHECK									1,848.02
A101.00	383260	09/08/21	28040	TWIN CITY TRANSPORT	01009760723000	360	AUG21 TRANSPORTATIO	0.00	8,201.73
A101.00	383260	09/08/21	28040	TWIN CITY TRANSPORT	01009760723000	360	JUL21 TRANSPORTATIO	0.00	20,171.19
TOTAL CHECK									28,372.92
A101.00	383262	09/08/21	32022	VER-TECH LABORATORI	01009760720000	402	BUS WASH SOAP & RIN	0.00	1,572.89
A101.00	383263	09/08/21	24966	WEX BANK	01009760720000	441	UNLEADED FUEL	0.00	245.57
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01020865380000	305	VV BOTTLER PLANT REP	0.00	5,908.60
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01526865384000	305	CC LIGHTING REPLACE	0.00	6,034.72
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01008865384000	305	ECC WINDOW REPLACEM	0.00	7,610.63
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01020865384000	305	VV 2020 RENOVATION	0.00	8,322.73
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01008865384000	305	ECC EXTERIOR REPAIR	0.00	8,351.85
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01520865384000	305	HL LIGHTING REPLACE	0.00	8,873.43
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01526865384000	305	CC WINDOW REPLACEMN	0.00	12,306.79
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01008865384000	305	ECC 2020 RENOVATION	0.00	20,288.09
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01526865384000	305	SV POOL SOUND SYSTE	0.00	291.50
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01526865384000	305	CC INTERIOR FINISHE	0.00	347.95
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01526865384000	305	CS INTERIOR FINISHE	0.00	347.95
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01529865384000	305	HL INTERIOR FINISHE	0.00	347.95
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01526865384000	305	CC AREA WELL REPAIR	0.00	365.78
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01008865384000	305	ECC RENOVATIONS	0.00	643.78
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01528865384000	305	CS EXTERIOR FAX REP	0.00	52.80
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01528865384000	305	CN SERVICE SINK	0.00	220.58
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01008865384000	305	ECC SITE REPAIRS	0.00	1,125.45
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01008865384000	305	CV LIGHTING REPLACE	0.00	2,631.31
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	01532865384000	305	ECC BOILER PLANT RE	0.00	2,813.83
TOTAL CHECK									86,891.72
A101.00	383267	09/08/21	16042	ZEE MEDICAL SERVICE	01009760720000	401	FIRST AID KIT SUPPL	0.00	326.75
A101.00	383268	09/15/21	24001	1ST AYD CORPORATION	01009760720000	403	TIRES	0.00	1,392.00

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A101.00	383268	V 09/15/21	24001	1ST AYD CORPORATION	01009760720000	403	TIRES	0.00	-1,392.00
TOTAL CHECK								0.00	0.00
A101.00	383269	09/15/21	32833	93 HOP LLC	01009760720000	330	AUG21 - BUS GARAGE	0.00	2,655.73
A101.00	383270	09/15/21	32071	93 SKIP LLC	01527810000000	330	AUG21 - CN SOLAR	0.00	4,659.34
TOTAL CHECK				93 SKIP LLC	01009760720000	330	AUG21 - BUS GARAGE	0.00	4,324.94
A101.00	383272	09/15/21	32610	ADVANCED IMAGING SO	01526850302000	370	CONCORD 07/21	0.00	226.02
A101.00	383272	09/15/21	32610	ADVANCED IMAGING SO	01529850302000	370	HIGHLANDS 07/21	0.00	239.01
A101.00	383272	09/15/21	32610	ADVANCED IMAGING SO	01532850302000	370	CREEK VALLEY 07/21	0.00	393.34
A101.00	383272	09/15/21	32610	ADVANCED IMAGING SO	010219850302000	370	HIGH SCHOOL 07/21	0.00	403.62
A101.00	383272	09/15/21	32610	ADVANCED IMAGING SO	01527850302000	370	SOUTH VIEW 07/21	0.00	451.01
A101.00	383272	09/15/21	32610	ADVANCED IMAGING SO	01009850302000	370	CORNELIA 07/21	0.00	501.69
A101.00	383272	09/15/21	32610	ADVANCED IMAGING SO	01533850302000	370	BUS GARAGE 07/21	0.00	24.90
A101.00	383272	09/15/21	32610	ADVANCED IMAGING SO	01528850302000	370	NORMANDALE 07/21	0.00	107.29
A101.00	383272	09/15/21	32610	ADVANCED IMAGING SO	01020850302000	370	COUNTRYSIDE 07/21	0.00	118.43
A101.00	383272	09/15/21	32610	ADVANCED IMAGING SO	01005850302000	370	VALLEY VIEW 07/21	0.00	164.20
TOTAL CHECK				ADVANCED IMAGING SO	01005850302000	370	ECC/DO 07/21	0.00	1,014.98
A101.00	383273	09/15/21	14659	ALLEGRA	01528203000000	460	GRADE LEVEL PRINTS	0.00	3,664.49
A101.00	383274	09/15/21	93437	ALY ZAKARIA	01021294000663	302	BOYS SOCCER: BLM/JE	0.00	69.50
TOTAL CHECK				ALY ZAKARIA	01021296000663	302	GRLS SOCCER: BLM/JE	0.00	69.50
A101.00	383275	09/15/21	28258	AMERICAN MAILING MA	01021211000000	329	POSTAGE SEALING SOL	0.00	139.00
A101.00	383276	09/15/21	24803	APURE INC.	01021810000810	401	WATER MACH FILT PRG	0.00	43.72
A101.00	383278	09/15/21	00500	ASTLEFORD INTERNATI	01009760720000	402	GASKET	0.00	534.00
A101.00	383279	09/15/21	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING SCHOOL	0.00	22.18
TOTAL CHECK				BAYADA HOME HEALTH	01005416740000	394	NURSE DURING SCHOOL	0.00	585.00
A101.00	383280	09/15/21	33192	BONNIE KEE-BOWLING	01021296000664	302	GRLS SWIM: STMA	0.00	465.00
A101.00	383281	09/15/21	20374	BORENE LAW FIRM P.A	01005105000000	305	TEACHER CANDIDATE	0.00	1,050.00
A101.00	383282	09/15/21	19025	BOWLERO-EDEN PRAIRI	01526203000240	369	5TH GRD TRIP DEPOST	0.00	87.00
A101.00	383283	09/15/21	28129	BRAUN INTERTEC CORP	01008865384000	305	ECC 2020 RENO-TESTI	0.00	531.30
A101.00	383283	09/15/21	28129	BRAUN INTERTEC CORP	01528865384000	305	CS - SITE IMPROVEME	0.00	1,078.32
A101.00	383283	09/15/21	28129	BRAUN INTERTEC CORP	01533865384000	305	VV - SITE IMPROVEME	0.00	2,200.00
TOTAL CHECK				BRAUN INTERTEC CORP	01020865384000	305	VV - SITE IMPROVEME	0.00	990.50
A101.00	383284	09/15/21	26385	BREAKDOWN SPORTS US	01021296000669	369	VOLLEYBALL ENTRY FE	0.00	1,110.00
TOTAL CHECK				BREAKDOWN SPORTS US	01021296000669	369	VOLLEYBALL ENTRY FE	0.00	3,190.50
A101.00	383284	09/15/21	26385	BREAKDOWN SPORTS US	01021296000669	369	VOLLEYBALL ENTRY FE	0.00	7,491.00
TOTAL CHECK				BREAKDOWN SPORTS US	01021296000669	369	VOLLEYBALL ENTRY FE	0.00	95.00

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A101.00	383285	09/15/21	31224	BRIAN KOEHLER	01021294000663	302	BOYS SOCCER: BLM/JE	0.00	69.50
A101.00	383285	09/15/21	31224	BRIAN KOEHLER	01021296000663	302	GRS SOCCER: BLM/JE	0.00	69.50
TOTAL CHECK								0.00	139.00
A101.00	383286	09/15/21	33193	BRIANNA PENSIINI	01021294000663	302	BOYS SOCCER: BLM/JE	0.00	69.50
A101.00	383286	09/15/21	33193	BRIANNA PENSIINI	01021296000663	302	GRS SOCCER: BLM/JE	0.00	69.50
TOTAL CHECK								0.00	139.00
A101.00	383287	09/15/21	33194	CAROLINE CONNER	01021296000663	302	GRS SOCCER: EP	0.00	62.00
A101.00	383290	09/15/21	15058	CENGAGE LEARNING	01005205417000	433	EDGE 2014 B: STUDE	0.00	2,085.60
A101.00	383290	09/15/21	15058	CENGAGE LEARNING	01005205417000	433	EDGE STUDENT EDITIO	0.00	1,042.80
TOTAL CHECK								0.00	3,128.40
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	01009760720000	490	08/23 20140009 DW	0.00	181.60
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	01533203000000	490	08/27 20140008 AA	0.00	233.00
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	01005640316174	490	08/18 20140005 CG	0.00	383.40
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	01005640316174	490	08/17 20140003 CG	0.00	388.40
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	01005640316000	490	08/26 20140007 CG	0.00	874.13
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	01005640316174	490	08/17 20140004 CG	0.00	1,042.47
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	01005640316000	490	08/10 20140001 SS	0.00	1,39.90
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	01005640316000	490	08/16 20140002 LS	0.00	1,218.05
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	01005640316000	490	08/25 20140006 MW	0.00	8,213.75
TOTAL CHECK								0.00	12,574.70
A101.00	383294	09/15/21	30260	CROWN PLASTICS INC	01008810000000	401	PLEXI GLASS	0.00	179.88
A101.00	383295	09/15/21	11744	CULLIGAN BOTTLED WA	01021292000000	401	WATER - ACTIVITIES	0.00	8.36
A101.00	383296	09/15/21	12261	CUSHMAN MOTOR COMPA	01529810000820	401	HL-FILTER/DRAIN/PLU	0.00	77.80
A101.00	383297	09/15/21	33189	DAVID NELSON	01021296000664	302	GRS SWIM: ST MIC/A	0.00	87.00
A101.00	383298	09/15/21	15165	DECKER INC	01019810000000	401	SUPPLIES	0.00	225.49
A101.00	383299	09/15/21	17950	DELEGARD TOOL COMPA	01005810000000	350	DW-DIAM REFILLS/TTR	0.00	15.96
A101.00	383300	09/15/21	27824	DIVERSE CONSTRUCTIO	01008865384000	520	ECC - INSTALL PIPE	0.00	3,850.00
A101.00	383301	09/15/21	22552	EBERT CONSTRUCTION	01021292000000	305	ECC WEIGHT RM BOLT	0.00	511.00
A101.00	383302	09/15/21	12171	ECKROTH MUSIC	01021258000250	350	BAND REPAIR	0.00	58.19
A101.00	383302	09/15/21	12171	ECKROTH MUSIC	01021258000250	350	BAND REPAIR	0.00	194.00
A101.00	383302	09/15/21	12171	ECKROTH MUSIC	01021258000250	350	BAND REPAIR	0.00	97.00
A101.00	383302	09/15/21	12171	ECKROTH MUSIC	01021258000250	350	BAND REPAIR	0.00	70.00
TOTAL CHECK								0.00	419.19
A101.00	383303	09/15/21	13063	ECM PUBLISHERS INC	01005010000000	305	JUL 19 REG/JUN 21 S	0.00	101.15
A101.00	383306	09/15/21	24575	EDUCATORS BENEFIT C	01005105000000	305	403(R) ADMIN&COMP F	0.00	585.12
A101.00	383307	09/15/21	30341	ERIC ROTH	01021296000663	302	GRS SOCCER: EP	0.00	62.00

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A101.00	383307	09/15/21	30341	ERIC ROTH	01021296000663	302	GRLS SOCCER: BLW/JE	0.00	62.00
TOTAL CHECK								0.00	124.00
A101.00	383308	09/15/21	28966	FACTORY MOTOR PARTS	01009760720000	403	BATTERY	0.00	129.28
A101.00	383308	09/15/21	28966	FACTORY MOTOR PARTS	01009760720000	401	BLADES	0.00	155.70
A101.00	383308	09/15/21	28966	FACTORY MOTOR PARTS	01009760720000	403	BATTERY	0.00	492.45
TOTAL CHECK								0.00	777.43
A101.00	383309	09/15/21	31648	FISH WINDOW CLEANIN	01021810000810	305	WINDOW CLEANING	0.00	490.00
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#AP5954	0.00	189.90
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#FB0019	0.00	81.27
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#FB0668	0.00	49.88
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#FB0669	0.00	49.88
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#FB0670	0.00	49.88
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#AP5953	0.00	125.82
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#AP6245	0.00	240.45
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#AP6135	0.00	13.50
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#AP9095	0.00	12.06
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#GP7047	0.00	19.08
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#GP7046	0.00	10.89
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#AP9900	0.00	9.90
A101.00	383310	09/15/21	02476	FLINN SCIENTIFIC IN	01021260000000	430	ITEM#H0038	0.00	21.29
TOTAL CHECK								0.00	33.35
A101.00	383311	09/15/21	30267	FORKLIFTS OF MINNES	01021810000810	350	CUSHMAN SERVICE CAL	0.00	907.15
A101.00	383313	09/15/21	31666	GARAGE DOOR PLUS LL	01526810302000	530	CC - GARAGE DOOR	0.00	194.06
A101.00	383313	09/15/21	31666	GARAGE DOOR PLUS LL	01527810302000	530	CN - GARAGE DOOR	0.00	1,630.00
TOTAL CHECK								0.00	3,260.00
A101.00	383314	09/15/21	18200	GENERAL SECURITY SE	01005810000000	305	EHS - PATROL RESPON	0.00	35.00
A101.00	383314	09/15/21	18200	GENERAL SECURITY SE	01005810000000	305	ECC-PATROL RESPONSE	0.00	105.00
A101.00	383314	09/15/21	18200	GENERAL SECURITY SE	01005810000000	305	BUS - PATROL RESPON	0.00	70.00
TOTAL CHECK								0.00	210.00
A101.00	383315	09/15/21	13854	GILBERT MECHANICAL	01021810000000	350	EHS - PROGRAM ISSUE	0.00	88.50
A101.00	383315	09/15/21	13854	GILBERT MECHANICAL	01528810000000	350	CS - PROGRAM ISSUES	0.00	220.00
A101.00	383315	09/15/21	13854	GILBERT MECHANICAL	01532810000000	350	CV - PROGRAM ISSUES	0.00	220.00
A101.00	383315	09/15/21	13854	GILBERT MECHANICAL	01527810000000	350	CN - PROGRAM ISSUES	0.00	220.00
A101.00	383315	09/15/21	13854	GILBERT MECHANICAL	01529810000000	350	HL - PROGRAM ISSUES	0.00	220.00
A101.00	383315	09/15/21	13854	GILBERT MECHANICAL	01019810000000	350	SV - PROGRAM ISSUES	0.00	220.00
TOTAL CHECK								0.00	1,188.50
A101.00	383317	09/15/21	09346	GRAINGER	01009760720000	402	CLAMP	0.00	174.88
A101.00	383317	09/15/21	09346	GRAINGER	01009760720000	402	TABLE	0.00	437.80
A101.00	383317	09/15/21	09346	GRAINGER	01019810000000	401	ROCKER SWITCH	0.00	5.87
TOTAL CHECK								0.00	618.55
A101.00	383319	09/15/21	27788	GREATAMERICA FINANC	01008105000000	329	OCT21 POSTAGE MTR E	0.00	159.00
A101.00	383319	09/15/21	27788	GREATAMERICA FINANC	01021211000000	329	EHS - POSTAGE	0.00	149.95

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TOTAL CHECK								0.00	308.95
A101.00	383320	09/15/21	31051	GREENHILL SCHOOL	01021291000254	369	DEBATE ENTRY FEE	0.00	200.00
A101.00	383321	09/15/21	00296	GROTH MUSIC COMPANY	01021258000250	430	BAND SUPPLIES	0.00	164.00
A101.00	383321	09/15/21	00296	GROTH MUSIC COMPANY	01021258000250	430	BAND SUPPLIES	0.00	168.00
A101.00	383321	09/15/21	00296	GROTH MUSIC COMPANY	01021258000250	430	BAND SUPPLIES	0.00	177.09
A101.00	383321	09/15/21	00296	GROTH MUSIC COMPANY	01019258000250	350	CLARINET REPAIR	0.00	75.60
TOTAL CHECK								0.00	584.69
A101.00	383323	09/15/21	31788	HAMMER SPORTS LLC	01021296000669	302	VOLLEYBALL OFFICIAL	0.00	58.00
A101.00	383325	09/15/21	24726	HILDI INC	01005110000000	305	AUDIT REVIEW 08/19/	0.00	13,375.00
A101.00	383326	09/15/21	03318	HOUSE OF NOTE	01020258000252	350	ORCHESTRA BOW REPAIR	0.00	350.00
A101.00	383327	09/15/21	16513	INSTITUTE FOR ENVIR	01005203170000	320	AUG21 COVID TRACING	0.00	1,134.00
A101.00	383328	09/15/21	22560	INTELLIGERE INC	01005790000000	358	INTERPRETER-GEN ED	0.00	112.50
A101.00	383328	09/15/21	22560	INTELLIGERE INC	01005420419000	358	INTERPRETER-SPED ST	0.00	145.00
A101.00	383328	09/15/21	22560	INTELLIGERE INC	01005219317000	358	INTERPRETER-EL	0.00	1,024.25
TOTAL CHECK								0.00	1,281.75
A101.00	383329	09/15/21	16322	INTERMEDIATE DISTRI	01021211303000	390	ALC	0.00	1,053.60
A101.00	383329	09/15/21	16322	INTERMEDIATE DISTRI	01021398300000	390	CAREER & TECH	0.00	1,393.46
A101.00	383329	09/15/21	16322	INTERMEDIATE DISTRI	01021380835000	390	TRANSITION DISABLED	0.00	1,958.62
A101.00	383329	09/15/21	16322	INTERMEDIATE DISTRI	01021211303000	390	ALC-STABILIZATION F	0.00	2,917.24
A101.00	383329	09/15/21	16322	INTERMEDIATE DISTRI	01005865382000	390	LONG TERM FACILITIE	0.00	3,408.89
A101.00	383329	09/15/21	16322	INTERMEDIATE DISTRI	01005400000000	390	ITINERANT	0.00	22,276.50
A101.00	383329	09/15/21	16322	INTERMEDIATE DISTRI	01021399830000	390	HTP-GEN ED	0.00	8,317.56
A101.00	383329	09/15/21	16322	INTERMEDIATE DISTRI	01005715342000	311	SAFE SCHOOL	0.00	8,751.73
A101.00	383329	09/15/21	16322	INTERMEDIATE DISTRI	01005400000000	390	CORE FEE	0.00	8,780.92
A101.00	383329	09/15/21	16322	INTERMEDIATE DISTRI	01021211303000	390	CONTRACTED NSO	0.00	8,825.99
A101.00	383329	09/15/21	16322	INTERMEDIATE DISTRI	01005850302287	370	LEASE LEVY	0.00	19,145.49
TOTAL CHECK								0.00	86,832.00
A101.00	383330	09/15/21	26941	IWS - INNOVATIONAL	01005810000000	305	AUG21 - MGMT PROGRA	0.00	3,343.25
A101.00	383331	09/15/21	20880	IXL LEARNING	015322203000000	430	CV SITE LICENSES GR	0.00	650.00
A101.00	383332	09/15/21	33203	JEFF MARSHALL	01005610000000	305	CREDIT ASSESS EVAL	0.00	120.00
A101.00	383333	09/15/21	32927	JERRY'S FOODS EDINA	01019211000000	490	STAFF FOOD	0.00	59.99
A101.00	383334	09/15/21	03720	JERRY'S HARDWARE	01008810000000	350	BLDG REPAIR SUPPLIE	0.00	4.94
A101.00	383334	09/15/21	03720	JERRY'S HARDWARE	01021292000000	401	TSCHIDA SUPPLIES	0.00	55.23
A101.00	383334	09/15/21	03720	JERRY'S HARDWARE	01005630000000	401	MOUNTING TAPE	0.00	19.78
A101.00	383334	09/15/21	03720	JERRY'S HARDWARE	01021292000000	401	TSCHIDA SUPPLIES	0.00	115.70
TOTAL CHECK								0.00	195.65
A101.00	383335	09/15/21	13917	JH LARSON COMPANY	01528810000810	401	6 CASES OF NEW BULB	0.00	437.85
A101.00	383335	09/15/21	13917	JH LARSON COMPANY	01021810000000	350	LIGHTING BALLASTS	0.00	188.39

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A101.00	383360	09/15/21	10755	MN DEPT OF LABOR AN	01009760720000	305	PRESSURE VALVE READ	0.00	20.00
A101.00	383361	09/15/21	15692	MSBA -- MINNESOTA S	01005010000000	366	SUMMER SEMINAR - S.	0.00	255.00
A101.00	383362	09/15/21	21956	THE MUSIC MART	01005258302000	530	DISTRICT WIDE BAND	0.00	3,345.00
A101.00	383362	09/15/21	21956	THE MUSIC MART	01020258000250	430	REEDS	0.00	3,106.10
TOTAL CHECK								0.00	3,451.10
A101.00	383363	09/15/21	27482	NATIONAL INSURANCE	01	L215.30	PRIOR MONTH ADJUSTM	0.00	-33.14
A101.00	383363	09/15/21	27482	NATIONAL INSURANCE	01	L215.40	VOL ADDD EMP W/H	0.00	3,152.26
A101.00	383363	09/15/21	27482	NATIONAL INSURANCE	01005203797000	291	COBRA/RETIREE	0.00	5,079.95
A101.00	383363	09/15/21	27482	NATIONAL INSURANCE	01	L215.30	CURRENT EMP LIFE AD	0.00	15,496.85
A101.00	383363	09/15/21	27482	NATIONAL INSURANCE	01	L215.30	LTD DISTRICT W/H	0.00	17,132.68
TOTAL CHECK								0.00	40,828.60
A101.00	383365	09/15/21	17215	OCCUPATIONAL MEDICI	01009760720000	305	DOT - M.B.	0.00	75.00
A101.00	383366	09/15/21	28502	PALMER WEST CONSTRU	01529810000000	350	VENT LEAK REPAIR	0.00	795.00
A101.00	383368	09/15/21	33195	PATRICK SPIELMAN	01021294000654	302	FOOTBALL: MINNETONK	0.00	80.00
A101.00	383369	09/15/21	30446	PAUL MCCULLOUGH AND	01005790342000	305	SAFESCHOOLS CONSULT	0.00	1,402.50
A101.00	383371	09/15/21	31726	PROFESSIONAL BEVERA	01021292000000	305	ICE MACHINES	0.00	268.81
A101.00	383372	09/15/21	32612	PROJECT LEAD THE WA	01005630000000	401	PLTW SUPPLIES - EHS	0.00	3,152.25
A101.00	383372	09/15/21	32612	PROJECT LEAD THE WA	01005870795000	405	EHS ENGINEER 21-22	0.00	3,200.00
A101.00	383372	09/15/21	32612	PROJECT LEAD THE WA	01005870795000	405	PLTW GATEWAY SV 21-	0.00	950.00
TOTAL CHECK								0.00	7,302.25
A101.00	383373	09/15/21	15873	REALLY GOOD STUFF I	015272203000051	430	GRADE 1 TEACHER SUP	0.00	751.00
A101.00	383373	09/15/21	15873	REALLY GOOD STUFF I	015272203000051	430	ESTIMATED SHIPPING/	0.00	65.65
A101.00	383373	09/15/21	15873	REALLY GOOD STUFF I	015272010000050	430	KINDERGARTEN SUPPLY	0.00	4.99
TOTAL CHECK								0.00	824.64
A101.00	383375	09/15/21	22996	RJ MECHANICAL INC	01529810000000	350	HL-WATER LINE REPAIR	0.00	1,915.00
A101.00	383375	09/15/21	22996	RJ MECHANICAL INC	01529810000000	350	HL-WATER MAIN REPAIR	0.00	2,800.00
TOTAL CHECK								0.00	4,715.00
A101.00	383377	09/15/21	13425	SAM'S CLUB/SYNCHRON	01020211000000	490	SCHOOL FOOD SUPPLIE	0.00	650.06
A101.00	383378	09/15/21	06400	SCHMITT MUSIC	01021258000250	350	BAND REPAIR	0.00	75.00
A101.00	383378	09/15/21	06400	SCHMITT MUSIC	01021258000250	350	BAND REPAIR	0.00	51.00
A101.00	383378	09/15/21	06400	SCHMITT MUSIC	01021258000250	350	BAND REPAIR	0.00	90.00
A101.00	383378	09/15/21	06400	SCHMITT MUSIC	01021258000250	350	BAND REPAIR	0.00	100.00
A101.00	383378	09/15/21	06400	SCHMITT MUSIC	01021258000250	350	BAND REPAIR	0.00	100.00
A101.00	383378	09/15/21	06400	SCHMITT MUSIC	01021258000250	350	BAND REPAIR	0.00	100.00
A101.00	383378	09/15/21	06400	SCHMITT MUSIC	01021258000250	350	BAND REPAIR	0.00	105.00
A101.00	383378	09/15/21	06400	SCHMITT MUSIC	01021258000250	350	BAND REPAIR	0.00	110.84
A101.00	383378	09/15/21	06400	SCHMITT MUSIC	01021258000250	350	BAND REPAIR	0.00	125.00
A101.00	383378	09/15/21	06400	SCHMITT MUSIC	01021258000250	350	BAND REPAIR	0.00	125.00

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TOTAL CHECK								0.00	981.84
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	EXTRA LARGE COLOR W	0.00	16.24
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	WATER COLOR PAINT R	0.00	28.80
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	WATERCOLOR PAINT SE	0.00	116.70
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	WASHABLE BULK MARKE	0.00	37.02
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	WASHABLE BULK MARKE	0.00	37.02
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	WASHABLE BULK MARKE	0.00	37.02
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	CRAYON REFILL BLACK	0.00	8.10
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	CRAYON REFILL RED,	0.00	8.10
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	CRAYON REFILL YELLO	0.00	10.50
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	CRAYON REFILL GRAY,	0.00	10.50
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	CRAYON REFILL WHITE	0.00	10.50
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	CRAYON REFILL BLUE,	0.00	10.50
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	COLOR PENCILS SET	0.00	64.98
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	WATERCOLOR MARKER P	0.00	68.44
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	MULTI ETHNIC CONSTR	0.00	28.80
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	MULTI ETHNIC CONSTR	0.00	50.25
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	OIL PASTEL ASSORTED	0.00	45.17
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	ARTIST PORTFOLIO	0.00	14.80
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	KRAFT PAPER SHEETS	0.00	28.80
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	TAGBOARD 9X12 WHITE	0.00	48.70
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	SMART FOAM BOARD 5X	0.00	31.38
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	DUAL TEMP MINI GLUE	0.00	56.35
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	JUMBO CHEMILLE STEM	0.00	15.59
A101.00	383379	09/15/21	32832	SCHOOL SPECIALTY, L	01533212000000	430	STREET CHEMILLE STE	0.00	9.09
TOTAL CHECK								0.00	793.35
A101.00	383380	09/15/21	33174	SET - THE MULCH STO	01005850302000	520	DW - MULCH FOR EHS	0.00	972.00
A101.00	383380	09/15/21	33174	SET - THE MULCH STO	01005850302000	520	DW - MULCH FOR EHS	0.00	552.00
TOTAL CHECK								0.00	1,524.00
A101.00	383381	09/15/21	17725	SIGNUM SIGNS AND GR	01020211000000	401	SIGNAGE	0.00	572.00
A101.00	383381	09/15/21	17725	SIGNUM SIGNS AND GR	01005640316000	401	NAME PLATES/HOLDERS	0.00	110.00
A101.00	383381	09/15/21	17725	SIGNUM SIGNS AND GR	01020211000000	401	SIGNAGE	0.00	128.00
TOTAL CHECK								0.00	810.00
A101.00	383382	09/15/21	24740	SOCIAL THINKING PUB	01526420740000	433	WE THINKERS! VOLUME	0.00	49.49
A101.00	383382	09/15/21	24740	SOCIAL THINKING PUB	01526420740000	433	YOU ARE A SOCIAL DE	0.00	22.49
A101.00	383382	09/15/21	24740	SOCIAL THINKING PUB	01526420740000	433	THE ZONES OF REGULA	0.00	49.49
A101.00	383382	09/15/21	24740	SOCIAL THINKING PUB	01526420740000	433	ESTIMATED SHIPPING/	0.00	13.87
TOTAL CHECK								0.00	135.34
A101.00	383384	09/15/21	08656	SPS COMPANIES INC	01021810000000	350	PIPE FITTING	0.00	21.93
A101.00	383385	09/15/21	17014	STANDARD SPRING PAR	01009760720000	402	BUS SPRING	0.00	970.98
A101.00	383386	09/15/21	22892	TERMINAL SUPPLY CO	01009760720000	402	SHRINK TUBE	0.00	105.39
A101.00	383388	09/15/21	26581	THE MCDOWELL AGENCY	01	L215.30	BKGD CHECK-ND HOST	0.00	30.00
A101.00	383388	09/15/21	26581	THE MCDOWELL AGENCY	01005105000000	305	BKGD CHECK-STUD TEA	0.00	113.50
A101.00	383388	09/15/21	26581	THE MCDOWELL AGENCY	01	L215.30	BKGD CHECK-EPS EMPL	0.00	955.20

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A101.00	383388	09/15/21	26581	THE MCDOWELL AGENCY	01005105000000	305	BKGD CHECK-PAR VOLU	0.00	15.00
TOTAL CHECK								0.00	1,113.70
A101.00	383389	09/15/21	31001	TIMECLOCK PLUS DATA	01005105795000	405	ADPL EMP OVERAGE	0.00	3.16
A101.00	383389	09/15/21	31001	TIMECLOCK PLUS DATA	01005105795000	405	EMP LICENSE OVERAGE	0.00	1,134.00
TOTAL CHECK								0.00	1,137.16
A101.00	383390	09/15/21	22468	TRI-STATE BOBCAT IN	01529810302000	530	HL - SNOWBLOWER	0.00	559.00
A101.00	383391	09/15/21	33202	UK DEBATE TOURNAMEIN	01021291000254	369	DEBATE ENTRY FEE	0.00	685.00
A101.00	383392	09/15/21	25724	ULINE	01021292000000	401	TSCHIDA HANGERS	0.00	173.30
A101.00	383393	09/15/21	25342	ULTIMATE EVENTS	01005109000000	401	KICKOFF STAGE/STAIR	0.00	281.62
A101.00	383394	09/15/21	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER - SPED	0.00	180.00
A101.00	383394	09/15/21	23013	UNIVERSITY LANGUAGE	01005790000000	358	INTERPRETER - GEN E	0.00	187.28
A101.00	383394	09/15/21	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER - SPED	0.00	165.00
TOTAL CHECK								0.00	532.28
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01009760720000	332	BUS GARAGE - SEP21	0.00	153.99
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01019810000000	332	SV - AUG21	0.00	173.62
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01533810000000	332	NORMANDALE - SEP21	0.00	336.35
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01527810000000	332	CORNELIA - SEP21	0.00	461.73
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01532810000000	332	CREEK VALLEY - SEP2	0.00	472.63
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01019810000000	332	SV - AUG21	0.00	655.84
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01021810000000	332	HIGH SCHOOL - SEP21	0.00	715.29
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01529810000000	332	HIGHLANDS - SEP21	0.00	718.96
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01019810000000	332	SOUTH VIEW - SEP21	0.00	884.82
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01008810000000	332	ECC - SEP21	0.00	1,192.52
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01526810000000	332	CONCORD - SEP21	0.00	1,266.73
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01020810000000	332	VALLEY VIEW - SEP21	0.00	1,299.05
A101.00	383395	09/15/21	14932	WASTE MANAGEMENT OF	01528810000000	332	COUNTRYSIDE - SEP21	0.00	1,638.32
TOTAL CHECK								0.00	9,969.85
A101.00	383396	09/15/21	05410	XCEL ENERGY	01527810000000	330	CN 07/25/21-08/23/2	0.00	4,308.88
A101.00	383396	09/15/21	05410	XCEL ENERGY	01533810000000	330	ND 07/22/21-08/22/2	0.00	5,418.69
A101.00	383396	09/15/21	05410	XCEL ENERGY	01529810000000	330	CC 07/22/21-08/22/2	0.00	6,029.42
A101.00	383396	09/15/21	05410	XCEL ENERGY	01526810000000	330	CS 07/22/21-08/22/2	0.00	6,351.52
A101.00	383396	09/15/21	05410	XCEL ENERGY	01529810000000	330	HL 07/25/21-08/23/2	0.00	6,630.34
A101.00	383396	09/15/21	05410	XCEL ENERGY	01019810000000	330	SV 07/22/21-08/22/2	0.00	17,957.15
A101.00	383396	09/15/21	05410	XCEL ENERGY	01008810000000	330	ECC 07/22/21-08/22/2	0.00	19,211.70
A101.00	383396	09/15/21	05410	XCEL ENERGY	01020810000000	330	VW 07/22/21-08/22/2	0.00	20,956.66
A101.00	383396	09/15/21	05410	XCEL ENERGY	01021810000000	330	EHS 07/22/21-08/22/2	0.00	43,980.31
TOTAL CHECK								0.00	139,103.83
A101.00	383397	09/15/21	30173	YALE DEBATE ASSOCIA	01021291000254	369	DEBATE ENTRY FEE	0.00	160.00
A101.00	383400	09/15/21	30780	DISCOUNT TIRE/AMERI	01009760720000	403	TIRES	0.00	1,392.00
A101.00	383401	09/22/21	27571	ADAM JOHNSTON	01021294000654	302	FOOTBALL: MINNETONK	0.00	80.00

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A101.00	383405	09/22/21	32610	ADVANCED IMAGING SO	01009650302000	370	TONER ORDER	0.00	63.00
A101.00	383406	09/22/21	32942	ADVANCED IMAGING SO	01005850302000	370	LEASE PAYMENTS 10/0	0.00	34.15
A101.00	383406	09/22/21	32942	ADVANCED IMAGING SO	01005850302000	370	LEASE PAYMENTS 10/0	0.00	68.96
A101.00	383406	09/22/21	32942	ADVANCED IMAGING SO	01005850302000	370	LEASE PAYMENTS 10/0	0.00	4,151.77
TOTAL CHECK								0.00	4,254.88
A101.00	383407	09/22/21	93437	ALY ZAKARIA	01021296000663	302	GRLS SOCCER: STWR	0.00	77.00
A101.00	383410	09/22/21	12067	BARNES & NOBLE INC	01005620795000	470	BOOKS FOR VALLEY VI	0.00	259.82
A101.00	383412	09/22/21	30301	BRANDON TAYLOR	01021294000654	302	FOOTBALL: MINNETONK	0.00	80.00
A101.00	383414	09/22/21	18771	CDW GOVERNMENT	01005870795000	405	FORTIANALYZER- 1 YE	0.00	4,257.30
A101.00	383416	09/22/21	24945	CENTURYLINK	01528810000000	320	CS 09/01-09/30	0.00	159.84
A101.00	383416	09/22/21	24945	CENTURYLINK	01529810000000	320	HL 09/01-09/30	0.00	220.25
A101.00	383416	09/22/21	24945	CENTURYLINK	01008810000000	320	ECC 09/01-09/30	0.00	236.89
A101.00	383416	09/22/21	24945	CENTURYLINK	01005620000000	320	DO 09/01-09/30	0.00	260.00
A101.00	383416	09/22/21	24945	CENTURYLINK	01019810000000	320	SV 09/01-09/30	0.00	279.72
A101.00	383416	09/22/21	24945	CENTURYLINK	01005620000000	320	DO 09/01-09/30	0.00	89.00
A101.00	383416	09/22/21	24945	CENTURYLINK	01020810000000	320	VV 08/28-09/27	0.00	117.98
A101.00	383416	09/22/21	24945	CENTURYLINK	01527810000000	320	CN 09/01-09/30	0.00	159.84
A101.00	383416	09/22/21	24945	CENTURYLINK	01526810000000	320	CC 09/01-09/30	0.00	159.84
TOTAL CHECK								0.00	1,703.36
A101.00	383417	09/22/21	01321	CITY OF EDINA	01526810000000	331	CC 05/27/21-08/27/2	0.00	2,205.57
A101.00	383417	09/22/21	01321	CITY OF EDINA	01532810000000	331	CV 05/27/21-08/27/2	0.00	7,074.61
A101.00	383417	09/22/21	01321	CITY OF EDINA	01020810000000	331	VV 05/28/21-08/27/2	0.00	9,394.95
A101.00	383417	09/22/21	01321	CITY OF EDINA	01021810000000	331	EHS 05/28/21-08/27/2	0.00	15,836.06
TOTAL CHECK								0.00	34,511.19
A101.00	383418	09/22/21	32814	COMCAST CABLE MANAG	01005630000000	320	SEP21 INTERNET FEES	0.00	19.90
A101.00	383421	09/22/21	26286	DAKOTA TRUCK UNDERW	01	1215.70	INSTALLMENT #4	0.00	27,391.00
A101.00	383422	09/22/21	26819	DAVEY TREE EXPERT C	01528810302000	530	CS - TREE SURGERY S	0.00	2,290.00
A101.00	383422	09/22/21	26819	DAVEY TREE EXPERT C	01532810302000	530	CV - TREE SURGERY S	0.00	5,000.00
TOTAL CHECK								0.00	7,290.00
A101.00	383423	09/22/21	27824	DIVERSE CONSTRUCTIO	01021865383000	520	EHS ROOF REPAIR	0.00	2,780.00
A101.00	383425	09/22/21	24575	EDUCATORS BENEFIT C	01005105000000	305	ACT BASE FEE	0.00	102.00
A101.00	383425	09/22/21	24575	EDUCATORS BENEFIT C	01005105000000	305	ACT PARTICIPANT FEE	0.00	346.50
TOTAL CHECK								0.00	448.50
A101.00	383426	09/22/21	15846	ELECTRIC MOTOR REPA	01019810000000	350	MOTOR REWIND	0.00	595.55
A101.00	383427	09/22/21	30341	ERIC ROTH	01021296000663	302	GRLS SOCCER: ALB/ST	0.00	62.00
A101.00	383428	09/22/21	02490	FOLLETT SCHOOL SOLU	01528203000000	460	10 WORKBOOK (A) MAT	0.00	110.20

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A101.00	383429	09/22/21	13854	GILBERT MECHANICAL	01019810000000	350	POOL UNIT REPAIR	0.00	419.75
A101.00	383430	09/22/21	28397	GOODIN COMPANY	01526810000000	350	WATER HEATER FAN VF	0.00	1,007.50
A101.00	383432	09/22/21	27788	GREATAMERICA FINANC	01008105000000	329	PSTGE MTR OCT21 DO	0.00	184.95
A101.00	383433	09/22/21	00296	GROTH MUSIC COMPANY	01021258000251	430	CHORAL OCTAVOS	0.00	308.00
A101.00	383433	09/22/21	00296	GROTH MUSIC COMPANY	01021258000251	430	CHORAL OCTAVOS	0.00	672.00
A101.00	383433	09/22/21	00296	GROTH MUSIC COMPANY	01021258000251	430	CHORAL OCTAVOS	0.00	132.00
A101.00	383433	09/22/21	00296	GROTH MUSIC COMPANY	01021258000251	430	CHORAL OCTAVOS	0.00	153.00
TOTAL CHECK								0.00	1,265.00
A101.00	383434	09/22/21	E14891	EBONY GUMS	01021710000000	430	RESTORATIVE PRACTIC	0.00	34.07
A101.00	383435	09/22/21	21963	HEINEMANN	01005422740000	433	SKU: E02110 ISBN	0.00	34.50
A101.00	383436	09/22/21	31746	IN-JAE KIM	01021296000063	302	GRLS SOCCER: STWR	0.00	62.00
A101.00	383437	09/22/21	16513	INSTITUTE FOR ENVIR	01020865358000	305	2021 WV ASBESTOS RE	0.00	102.00
A101.00	383437	09/22/21	16513	INSTITUTE FOR ENVIR	01008865358000	305	2022 ECC ASBESTOS R	0.00	216.00
A101.00	383437	09/22/21	16513	INSTITUTE FOR ENVIR	01529865379000	305	HL FLOOR TILE REM '	0.00	426.42
A101.00	383437	09/22/21	16513	INSTITUTE FOR ENVIR	01020865352000	305	2020 WV COMMISSIONI	0.00	2,270.00
A101.00	383437	09/22/21	16513	INSTITUTE FOR ENVIR	01008865358000	305	20/21 ECC ASBESTOS	0.00	3,767.08
A101.00	383437	09/22/21	16513	INSTITUTE FOR ENVIR	01005865352000	305	20-23 EHS MGMT SERV	0.00	4,434.79
TOTAL CHECK								0.00	11,216.29
A101.00	383438	09/22/21	20880	IXL LEARNING	01529203000000	430	UPGRADE SITE LICENS	0.00	500.00
A101.00	383440	09/22/21	32926	JERRY'S FOODS EDINA	01533203000096	490	GF MUFFINS FOR STAF	0.00	13.98
A101.00	383441	09/22/21	03720	JERRY'S HARDWARE	015288100000810	401	HEALTH OFFICE KEYS	0.00	6.28
A101.00	383442	09/22/21	03708	JERRY'S PRINTING	01019211000000	401	SV NOTECARDS/ENVELO	0.00	530.00
A101.00	383443	09/22/21	31223	JOSH THUROW	010212940000654	302	FOOTBALL: ROSEMOUNT	0.00	92.00
A101.00	383444	09/22/21	09728	JW PEPPER & SON INC	01021258000251	430	CHORAL OCTAVOS	0.00	11.25
A101.00	383445	09/22/21	33205	KARL AUCEIENS	010212940000663	302	BOYS SOCCER: HF/STW	0.00	79.00
A101.00	383445	09/22/21	33205	KARL AUCEIENS	010212960000663	302	GRLS SOCCER: HF/STW	0.00	79.00
TOTAL CHECK								0.00	158.00
A101.00	383447	09/22/21	30069	LIBRAIRIE MONET	01533203000000	470	FRENCH LIBRARY BOOK	0.00	2,126.20
A101.00	383449	09/22/21	17682	MALLOY MONTAGUE KAR	01005110000000	305	PROGRESS BILLING 8/	0.00	10,000.00
A101.00	383452	09/22/21	30024	MENARDS - EEDN PRAI	015278100000820	401	CN - WASP KILLER	0.00	14.83
A101.00	383453	09/22/21	30364	MID METRO CONSTRUCT	01021810302000	530	P GATE SYSTEM	0.00	8,800.00
A101.00	383454	09/22/21	30280	MIKE STOKFISZ	010212960000663	302	GRLS SOCCER: STWR	0.00	62.00

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCT	-----DESCRIPTION-----	SALES TAX	AMOUNT
A101.00	383455	09/22/21	26125	MN PEIP	01005203797000	291	RETIREE/COBRA	0.00	59,802.64
A101.00	383455	09/22/21	26125	MN PEIP	01	L215.20	CURRENT TEACHERS	0.00	678,299.42
TOTAL CHECK								0.00	738,102.06
A101.00	383456	09/22/21	04847	MTI DISTRIBUTING IN	01005810000820	401	DW SUPPLY - TIE ROD	0.00	125.72
A101.00	383456	09/22/21	04847	MTI DISTRIBUTING IN	01008810000820	401	ECC SUPPLY - TIE RO	0.00	125.73
A101.00	383456	09/22/21	04847	MTI DISTRIBUTING IN	01019810000820	401	SV SUPPLY - TIE ROD	0.00	125.73
TOTAL CHECK								0.00	377.18
A101.00	383457	09/22/21	18615	NAC	01528865380000	520	CS: REPL EXHAUST FA	0.00	7,149.00
A101.00	383458	09/22/21	32755	NATHAN ENGMAN	01021294000663	302	BOYS SOCCER: ALB/ST	0.00	186.00
A101.00	383460	09/22/21	04661	OFFICE DEPOT INC	01526203000000	401	SHEET PROT/CONS PAP	0.00	189.27
A101.00	383460	09/22/21	04661	OFFICE DEPOT INC	01532203000000	401	LITERACY PRG SUPPLI	0.00	94.33
A101.00	383460	09/22/21	04661	OFFICE DEPOT INC	01527203000000	401	OFFICE STOCK START	0.00	15.06
A101.00	383460	09/22/21	04661	OFFICE DEPOT INC	01527203000000	401	OFFICE STOCK START	0.00	22.19
A101.00	383460	09/22/21	04661	OFFICE DEPOT INC	01527203000000	401	OFFICE STOCK START	0.00	324.36
A101.00	383460	09/22/21	04661	OFFICE DEPOT INC	01532203000000	401	LITERACY PRG SUPPLI	0.00	16.82
TOTAL CHECK								0.00	662.03
A101.00	383461	09/22/21	33191	P&D NEUROPSYCHOLOGI	01005400000000	305	SPEED: INDIV ED EVAL	0.00	2,650.00
A101.00	383463	09/22/21	14069	PITSCO EDUCATION LL	01020255000000	430	W53749 TISSUE PAPE	0.00	180.00
A101.00	383464	09/22/21	28697	PLYUSH RAMADE	01021294000654	302	FOOTBALL: MINNETONK	0.00	80.00
A101.00	383465	09/22/21	30930	PLANSOURCE	01005105000000	305	SERVICES FOR SEP 21	0.00	9,383.30
A101.00	383466	09/22/21	33208	PREMIUM WATERS INC	01535412419000	401	ECSE WATER COOLER	0.00	36.42
A101.00	383467	09/22/21	05932	PRO-ED	01005420419000	401	#14880 - REEL-4: RE	0.00	189.00
A101.00	383467	09/22/21	05932	PRO-ED	01005420419000	401	ESTIMATED SHIPPING/	0.00	18.90
A101.00	383467	09/22/21	05932	PRO-ED	01005420419000	401	#14307 - CAS2: EXAM	0.00	96.00
A101.00	383467	09/22/21	05932	PRO-ED	01005420419000	401	#14309 - CAS2: STUD	0.00	50.00
A101.00	383467	09/22/21	05932	PRO-ED	01005420419000	401	ESTIMATED SHIPPING/	0.00	14.60
TOTAL CHECK								0.00	368.50
A101.00	383470	09/22/21	26495	RUPP ANDERSON SQUIR	01005010000000	305	LEG SER:BOARD 6/30	0.00	2,658.50
A101.00	383470	09/22/21	26495	RUPP ANDERSON SQUIR	01005110000000	305	LEG SER:GEN DIST 6/	0.00	3,272.33
TOTAL CHECK								0.00	5,930.83
A101.00	383471	09/22/21	25897	FLAGSHIP RECREATION	01526850302000	520	CC PLAY SURF & INST	0.00	96,794.75
A101.00	383472	09/22/21	14679	SCHOLASTIC INC	01532203000000	430	GRD 4 SCHOLASTIC NE	0.00	654.50
A101.00	383473	09/22/21	06922	SCHOOL SERVICE EMPL 01		L215.08	UNION DUES W/HOLDIN	0.00	2,801.78
A101.00	383474	09/22/21	32832	SCHOOL SPECIALTY, L	01533203302000	530	PRIMARY TEACHING EA	0.00	369.56
A101.00	383474	09/22/21	32832	SCHOOL SPECIALTY, L	01533203302000	530	ESTIMATED SHIPPING/	0.00	44.35
A101.00	383474	09/22/21	32832	SCHOOL SPECIALTY, L	01528203000000	401	OFFICE SUPPLIES	0.00	10.39

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A101.00	383498	09/29/21	27824	DIVERSE CONSTRUCTIO	01021865383000	520	2021 EHS REROOF	0.00	110,497.50
A101.00	383499	09/29/21	32200	EAU CLAIRE ACADEMY	01005211000000	392	APR21 TUITION IN C&	0.00	3,008.27
A101.00	383500	09/29/21	15846	ELECTRIC MOTOR REPA	01529810000000	350	REPAIR	0.00	255.35
A101.00	383501	09/29/21	30545	FLICEK WELDING	01529810302000	530	HL-CLIMBING COVER	0.00	1,500.00
A101.00	383502	09/29/21	02490	FOLLETT SCHOOL SOLU	01005870795000	406	NOV-DECE21 MANAGER L	0.00	935.19
A101.00	383503	09/29/21	92472	GERALD WITHERS	01021294000654	302	FOOTBALL: PRIOR LAK	0.00	80.00
A101.00	383504	09/29/21	13854	GILBERT MECHANICAL	01020810302000	530	SCREENS FOR HVAC	0.00	1,194.00
A101.00	383505	09/29/21	30209	GRAINGER	01021810000820	401	EHS - SHELVING	0.00	277.72
A101.00	383506	09/29/21	21719	GREEN LIGHTS RECYCL	01008865349000	305	ECC-PAINT/ETC RECYC	0.00	590.46
A101.00	383506	09/29/21	21719	GREEN LIGHTS RECYCL	01528865349000	305	CS - RECYCLING	0.00	127.09
A101.00	383506	09/29/21	21719	GREEN LIGHTS RECYCL	01008865349000	305	ECC - PAINT RECYCLI	0.00	49.95
TOTAL CHECK								0.00	767.50
A101.00	383507	09/29/21	00296	GROTH MUSIC COMPANY	01020258000250	350	BAND REPAIR	0.00	113.00
A101.00	383507	09/29/21	00296	GROTH MUSIC COMPANY	01020258000250	350	BAND REPAIR	0.00	128.00
A101.00	383507	09/29/21	00296	GROTH MUSIC COMPANY	01020258000250	350	BAND REPAIR	0.00	131.00
A101.00	383507	09/29/21	00296	GROTH MUSIC COMPANY	01005258302000	530	DIGITAL PIANO & STA	0.00	2,207.35
TOTAL CHECK								0.00	2,579.35
A101.00	383508	09/29/21	91175	HIGH NORTH INC	01021294000664	302	BOYS SWIM: HOPKINS	0.00	87.00
A101.00	383509	09/29/21	03318	HOUSE OF NOTE	01020258000252	350	ORCHESTRA BOW REPAI	0.00	800.00
A101.00	383510	09/29/21	28081	INFINITE CAMPUS INC	01005870795000	405	VIRTUAL DATA WAREHO	0.00	2,321.67
A101.00	383511	09/29/21	20605	INNOVATIVE OFFICE S	01533203302000	530	WISP TABLE 30X54	0.00	1,163.36
A101.00	383511	09/29/21	20605	INNOVATIVE OFFICE S	01533203302000	530	RIBBON TABLE 30X54	0.00	1,216.16
A101.00	383511	09/29/21	20605	INNOVATIVE OFFICE S	01533203302000	530	RECTANGLE TABLE 24X	0.00	964.48
A101.00	383511	09/29/21	20605	INNOVATIVE OFFICE S	01533203302000	530	ADJUSTABLE HEIGHT BA	0.00	528.00
A101.00	383511	09/29/21	20605	INNOVATIVE OFFICE S	01533203302000	530	KIDNEY TABLE 48X72	0.00	564.85
A101.00	383511	09/29/21	20605	INNOVATIVE OFFICE S	01533203302000	530	MEGA-CASE OPEN W/13	0.00	1,563.90
A101.00	383511	09/29/21	20605	INNOVATIVE OFFICE S	01533203302000	530	MINI DIAMOND OPEN F	0.00	474.50
A101.00	383511	09/29/21	20605	INNOVATIVE OFFICE S	01533203302000	530	CASTER PACK 17576	0.00	154.05
A101.00	383511	09/29/21	20605	INNOVATIVE OFFICE S	01533203302000	530	INSTALLATION	0.00	782.50
A101.00	383511	09/29/21	20605	INNOVATIVE OFFICE S	01533203302000	530	ESTIMATED SHIPPING/	0.00	582.51
TOTAL CHECK								0.00	7,994.31
A101.00	383512	09/29/21	22560	INTELLIGERE INC	01005420419000	358	INTERPRETER FOR SPE	0.00	300.00
A101.00	383512	09/29/21	22560	INTELLIGERE INC	01005219317000	358	INTERPRETER FOR ML	0.00	112.50
TOTAL CHECK								0.00	412.50
A101.00	383513	09/29/21	33222	ISD 283 - ST. LOUIS	01005211000000	390	EDUC SERVICES IN C&	0.00	527.94
A101.00	383513	09/29/21	33222	ISD 283 - ST. LOUIS	01005211000000	390	EDUC SERVICES IN C&	0.00	762.58
TOTAL CHECK								0.00	1,290.52

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A101.00	383514	09/29/21	32928	JERRY'S FOODS EDINA	01020211000000	490	FOOD	0.00	6.11
A101.00	383515	09/29/21	32927	JERRY'S FOODS EDINA	01019250000000	430	FACS SUPPLIES	0.00	8.97
A101.00	383516	09/29/21	33220	JOHN KEANE	01019258000000	350	PIANO REPAIR/TUNING	0.00	1,295.00
A101.00	383517	09/29/21	09728	JW PEPPER & SON INC	01020258000252	430	INTRO TO ORCHESTRA	0.00	236.99
A101.00	383517	09/29/21	09728	JW PEPPER & SON INC	01020258000252	430	INTRO TO ORCHESTRA	0.00	27.00
A101.00	383517	09/29/21	09728	JW PEPPER & SON INC	01020258000250	430	BAND SHEET MUSIC	0.00	45.00
A101.00	383517	09/29/21	09728	JW PEPPER & SON INC	01020258000250	430	INTRODUCING BAND	0.00	101.99
TOTAL CHECK								0.00	410.98
A101.00	383518	09/29/21	04024	LAKEHORE LEARNING	01533203000000	430	NUMBER LINE SLIDER	0.00	89.97
A101.00	383519	09/29/21	21327	LANGUAGE LINE SERVI	01005810000000	320	AUG21 INTERPRETER	0.00	3,777.95
A101.00	383520	09/29/21	32875	LAURSEN PIANO SERVI	01020258000252	350	PIANO TUNE ORCHESTR	0.00	110.00
A101.00	383520	09/29/21	32875	LAURSEN PIANO SERVI	01020258000251	350	PIANO INSPECTION	0.00	110.00
A101.00	383520	09/29/21	32875	LAURSEN PIANO SERVI	01020258000251	350	INSPECTION OF PIANO	0.00	126.00
TOTAL CHECK								0.00	346.00
A101.00	383521	09/29/21	33219	LOESCH SHEET METAL	01008865380000	520	ECC-DUCT WORK WOODS	0.00	3,780.00
A101.00	383522	09/29/21	10090	MACKIN EDUCATIONAL	01005620795000	470	BOOKS FOR EHS	0.00	224.19
A101.00	383523	09/29/21	30024	MENARDS - EDEN PRAI	01021810000810	401	SEAFOAM AND WIRE	0.00	95.10
A101.00	383523	09/29/21	30024	MENARDS - EDEN PRAI	01005010000000	401	TV INSTALLS: BOARD	0.00	25.09
TOTAL CHECK								0.00	120.19
A101.00	383524	09/29/21	93135	MICHAEL LOVAS	01021294000654	302	FOOTBALL: PRIOR LAK	0.00	80.00
A101.00	383525	09/29/21	30280	MIKE STOKFISZ	01021294000663	302	BOYS SOCCER: HOPKIN	0.00	62.00
A101.00	383526	09/29/21	15692	MSBA -- MINNESOTA S	01005020000000	470	NEWSLETTER RENEWAL	0.00	60.00
A101.00	383526	09/29/21	15692	MSBA -- MINNESOTA S	01005010000000	366	MSBA PH3 TRAINING	0.00	420.00
TOTAL CHECK								0.00	480.00
A101.00	383527	09/29/21	31035	MYSTERY SCIENCE INC	015332203000096	430	MYSTERY SCIENCE LITC	0.00	1,499.00
A101.00	383528	09/29/21	23177	NCS PEARSON INC	01005420419000	401	#A103000260031 - Q-	0.00	3,000.00
A101.00	383528	09/29/21	23177	NCS PEARSON INC	01005420419000	401	#QNRUSERAONLY - Q	0.00	900.00
TOTAL CHECK								0.00	3,900.00
A101.00	383530	09/29/21	04661	OFFICE DEPOT INC	01532203302000	530	ON LINE ORDER	0.00	199.99
A101.00	383530	09/29/21	04661	OFFICE DEPOT INC	01532203302000	530	ON LINE ORDER	0.00	295.99
A101.00	383530	09/29/21	04661	OFFICE DEPOT INC	01532203300000	401	YELLOW FOLDERS	0.00	6.37
A101.00	383530	09/29/21	04661	OFFICE DEPOT INC	01526203000000	401	TRAFFIC WHISTLES	0.00	9.96
TOTAL CHECK								0.00	512.31
A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	EHS - AUG21 SERVICE	0.00	95.00
A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	TRANSPORT - AUG21	0.00	120.00

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A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	ECC - AUG21 SERVICE	0.00	55.00
A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	EHS BUNKER - AUG21	0.00	60.00
A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	HL - AUG21 SERVICES	0.00	65.00
A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	ND - AUG21 SERVICES	0.00	65.00
A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	CC - AUG21 SERVICES	0.00	65.00
A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	CN - AUG21 SERVICES	0.00	65.00
A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	CS - AUG21 SERVICES	0.00	65.00
A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	CV - AUG21 SERVICES	0.00	65.00
A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	SV - AUG21 SERVICES	0.00	80.00
A101.00	383531	09/29/21	28451	ORKIN COMMERCIAL SE	01005810000000	305	VV - AUG21 SERVICES	0.00	80.00
TOTAL CHECK									880.00
A101.00	383532	09/29/21	32742	PANORAMA EDUCATION	01005400150000	304	PLATFORM LICENSE FE	0.00	36,750.00
A101.00	383533	09/29/21	29022	PAUL RISDALL	01021294000663	302	BOYS SOCCER: MNTONK	0.00	69.50
A101.00	383533	09/29/21	29022	PAUL RISDALL	01021296000663	302	GRLS SOCCER: MNTONK	0.00	69.50
TOTAL CHECK									139.00
A101.00	383534	09/29/21	22617	PETERSON COMPANIES	01008810000000	350	BACKSTOP NET REPLAC	0.00	5,576.00
A101.00	383535	09/29/21	15331	PRAIRIE ELECTRIC CO	01019810000000	350	LIGHT SENSOR REPAIR	0.00	433.58
A101.00	383537	09/29/21	33221	RANDOMISTES	01533640316000	366	PALS TRAINING:845 C	0.00	666.51
A101.00	383538	09/29/21	30299	RICHELLE LIES	01021291000254	302	DEBATE: NATIONAL UK	0.00	140.00
A101.00	383539	09/29/21	10684	ROBERT B HILL CO	01527810000000	350	SALT DELIVERY	0.00	209.80
A101.00	383540	09/29/21	06400	SCHMITT MUSIC	01020258000252	430	ORCHESTRA BASS ROSI	0.00	29.85
A101.00	383541	09/29/21	14679	SCHOLASTIC INC	01020211000000	460	MAGAZINE - DYNAMATH	0.00	153.78
A101.00	383541	09/29/21	14679	SCHOLASTIC INC	01020211000000	460	MAGAZINE - QUE TAL	0.00	635.25
TOTAL CHECK									789.03
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01528203000000	401	2ND GRD SUPPLIES	0.00	263.00
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01529212000000	430	ART SUPPLIES	0.00	2,459.86
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01527201000050	430	KINDERGARTEN SUPPLY	0.00	4.09
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01528401740000	433	#1585190 - WORDLY W	0.00	20.50
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01528401740000	433	#1585191 - WORDLY W	0.00	20.50
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01528401740000	433	#1585250 - WORDLY W	0.00	99.00
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01528401740000	433	ESTIMATED SHIPPING/	0.00	2.46
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01528401740000	433	ESTIMATED SHIPPING/	0.00	11.88
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01528401740000	433	ESTIMATED SHIPPING/	0.00	2.46
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01533203000537	430	KIDDIES PARADISE OL	0.00	14.90
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01533203000537	430	TANGLE RELAX THERAP	0.00	21.70
A101.00	383542	09/29/21	32832	SCHOOL SPECIALTY, L	01529212000000	430	ART SUPPLIES	0.00	

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A101.00	383544	09/29/21	33209	SPEEDPRO IMAGING OF	01535412420000	401	FOAM TAPE	0.00	12.00
A101.00	383545	09/29/21	26543	STRIVEN MEDIA LLC	01005420419000	406	V35JUNIOR.COM SINGL	0.00	2,475.00
A101.00	383545	09/29/21	26543	STRIVEN MEDIA LLC	01005420419000	406	ACCOUNT SET UP, MAI	0.00	500.00
TOTAL CHECK									2,975.00
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01005420740000	433	SOCIAL EMOTIONAL LE	0.00	145.00
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01005420740000	433	SOCIAL EMOTIONAL LE	0.00	95.00
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01005420740000	433	PERSPECTIVE TAKING	0.00	19.00
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01005420740000	433	SOCIAL SKILLS ACTIV	0.00	49.00
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01005420740000	433	EXECUTIVE FUNCTIONI	0.00	75.00
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01005420740000	433	PROCESSING FEE	0.00	2.99
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01020410740000	433	SELF ADVOCACY - HOW	0.00	7.99
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01020410740000	433	SOCIAL SKILLS, SELF	0.00	8.00
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01020407740000	433	5TH GRADE MATH WORD	0.00	1.23
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01020407740000	433	5TH GRADE MATH WORD	0.00	4.50
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01020407740000	433	4TH GRADE MATH WORD	0.00	4.50
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01020410740000	433	PERSPECTIVE-TAKING	0.00	4.50
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01020410740000	433	PERSPECTIVE-TAKING	0.00	4.50
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01020410740000	433	PROCESSING FEE	0.00	1.49
A101.00	383546	09/29/21	31301	TEACHERS PAY TEACHE	01020407740000	433	PROCESSING FEE	0.00	1.50
TOTAL CHECK									434.42
A101.00	383547	09/29/21	91325	TERRY BUMGARDNER	01021296000664	302	GRLS SWIM: HOPKINS	0.00	87.00
A101.00	383548	09/29/21	17231	TIERNEY BROTHERS IN	01005420419000	406	ED-SW-1 SMART LEAR	0.00	118.00
A101.00	383549	09/29/21	33216	TYLER FRANK	01021294000663	302	BOYS SOCCER: HF CAT	0.00	77.00
A101.00	383550	09/29/21	32609	ULTIMATESLP.COM	01005401740000	433	10-MONTH SUBSCRIPTI	0.00	1,969.60
A101.00	383551	09/29/21	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER FOR SPE	0.00	188.96
A101.00	383551	09/29/21	23013	UNIVERSITY LANGUAGE	01005219317000	358	INTERPRETER FOR SP	0.00	190.08
A101.00	383551	09/29/21	23013	UNIVERSITY LANGUAGE	01005219317000	358	INTERPRETER FOR SP	0.00	195.12
A101.00	383551	09/29/21	23013	UNIVERSITY LANGUAGE	01005219317000	358	INTERPRETER FOR ML	0.00	202.96
A101.00	383551	09/29/21	23013	UNIVERSITY LANGUAGE	01005219317000	358	INTERPRETER FOR SP	0.00	209.12
A101.00	383551	09/29/21	23013	UNIVERSITY LANGUAGE	01005219317000	358	INTERPRETER FOR SP	0.00	209.12
A101.00	383551	09/29/21	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER FOR SP	0.00	180.00
A101.00	383551	09/29/21	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER FOR SPE	0.00	187.28
TOTAL CHECK									1,562.64
A101.00	383552	09/29/21	23075	WEST METRO LEARNING	01005411740000	394	SERVICES REQ IN IEP	0.00	6,351.10
A101.00	383552	09/29/21	23075	WEST METRO LEARNING	01005411740000	394	SERVICES REQ IN IEP	0.00	7,280.00
A101.00	383552	09/29/21	23075	WEST METRO LEARNING	01005411740000	394	SERVICES REQ IN IEP	0.00	21,120.00
TOTAL CHECK									34,751.10
A101.00	383553	09/29/21	05410	XCEL ENERGY	01019810000000	330	SV 08/12/21-09/13/2	0.00	20,096.53

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A101.00	V16446	09/01/21	E21628	VENISHA L BAHR	01528620000000	470	BOOK: HELLO WORLD!	0.00	12.06
A101.00	V16447	09/01/21	E9729	DAN BAIER	01529203000000	401	CLASSROOM SUPPLIES	0.00	153.74
A101.00	V16449	09/01/21	E14643	LORI J CARTER	01019211000000	490	WORKSHOP WEEK FOOD	0.00	267.72
A101.00	V16449	09/01/21	E14643	LORI J CARTER	01019211000000	401	WORKSHOP WEEK SUPPL	0.00	8.00
TOTAL CHECK								0.00	275.72
A101.00	V16450	09/01/21	E11637	ADAM P DUFFY	01005630000000	320	AUG21 CELL PHONE	0.00	65.00
A101.00	V16451	09/01/21	E14117	ERIC D HAMILTON	01005810000000	320	AUG21 CELL PHONE	0.00	25.00
A101.00	V16452	09/01/21	E14116	THOMAS J JOHNSTON	01005630000000	320	AUG21 CELL PHONE	0.00	65.00
A101.00	V16453	09/01/21	E5674	PETER J LINDER	01008810000000	320	AUG21 CELL PHONE	0.00	65.00
A101.00	V16455	09/01/21	E11034	CHRISTINE E MJOEN	01527201000050	490	CLASSROOM FOOD	0.00	8.74
A101.00	V16455	09/01/21	E11034	CHRISTINE E MJOEN	01527201000050	401	CLASSROOM SUPPLIES	0.00	72.52
TOTAL CHECK								0.00	81.26
A101.00	V16456	09/01/21	E21575	NATASHA L MONSAS D	01005630000000	320	JUL-AUG21 CELL PHON	0.00	130.00
A101.00	V16457	09/01/21	E14119	MARY K O'KEEFE	01527203000055	401	STUDENT SUPPLIES	0.00	142.25
A101.00	V16457	09/01/21	E14119	MARY K O'KEEFE	01527203000055	401	STUDENT SUPPLIES	0.00	207.42
TOTAL CHECK								0.00	349.67
A101.00	V16458	09/01/21	E14815	ALYSSA C MEANS	01529203000000	401	CLASSROOM SUPPLIES	0.00	234.68
A101.00	V16458	09/01/21	E14815	ALYSSA C MEANS	01529203000000	460	CLASSROOM BOOKS	0.00	32.86
TOTAL CHECK								0.00	267.54
A101.00	V16459	09/01/21	E7258	DEBORAH M PEKAREK	01529203000000	401	CLASSROOM SUPPLIES	0.00	434.41
A101.00	V16460	09/01/21	E8056	KORY M SMITH	01020810000000	320	AUG21 CELL PHONE	0.00	65.00
A101.00	V16461	09/01/21	E14104	EMILIE K VAN DE LAA	01529203000000	460	CLASSROOM BOOKS	0.00	226.26
A101.00	V16461	09/01/21	E14104	EMILIE K VAN DE LAA	01529203000000	401	CLASSROOM SUPPLIES	0.00	475.21
TOTAL CHECK								0.00	701.47
A101.00	V16462	09/01/21	E9724	MARK WALLACE	01529203000000	406	ONLINE SUBSCRIPTION	0.00	236.69
A101.00	V16462	09/01/21	E9724	MARK WALLACE	01529203000000	401	CLASSROOM SUPPLIES	0.00	671.20
TOTAL CHECK								0.00	907.89
A101.00	V16463	09/08/21	E13887	AMY JO MANCINI ANDE	01019211000000	401	ADVISORY PROJ SUPPL	0.00	43.76
A101.00	V16464	09/08/21	E21621	CHANDREYEE BASU THA	01527203000000	366	AUG21 MILEAGE	0.00	12.77
A101.00	V16465	09/08/21	E20443	JENNA I PEPLUE COUR	01528212000000	430	ART ROOM SHARPENERS	0.00	56.98
A101.00	V16466	09/08/21	E8821	AMY E FAIRWEATHER	01535412740000	366	JUL-AUG21 MILEAGE	0.00	72.13
A101.00	V16467	09/08/21	E20078	SANDRA M HARLEY	01005203302000	460	CLASSROOM BOOKS/SUB	0.00	649.34

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A101.00	V16468	09/08/21	E10132	HOPE MILLER HEFFELF	01533203302000	530	CLASSROOM DESK CHAT	0.00	65.54
A101.00	V16469	09/08/21	E21138	JENNIFER HEYER	01529203000000	401	CLASSROOM SUPPLIES	0.00	145.24
A101.00	V16470	09/08/21	E12759	MARY E HOWE	01019211000000	430	LATIN COURSE SUBSCR	0.00	232.90
A101.00	V16471	09/08/21	E8837	JAMES JOHANSEN	01529203000000	460	CLASSROOM BOOKS	0.00	185.21
A101.00	V16474	09/08/21	E9776	MEGAN B SCHNEIDER	01535420419000	366	JUL-AUG21 MILEAGE	0.00	73.19
A101.00	V16475	09/08/21	E14126	SHANNON E SEAVER	01021260000000	401	CLASSROOM SUPPLIES	0.00	27.71
A101.00	V16477	09/08/21	E20760	ERIN ST. ORES	01535412740000	366	JUL-AUG21 MILEAGE	0.00	85.51
A101.00	V16478	09/08/21	E9846	SOPHIE J TONER	01533203000000	430	CLASSROOM BOOKS	0.00	236.92
A101.00	V16479	09/08/21	E9724	MARK WALLACE	01529402740000	433	SPEED TILING LEVELS	0.00	50.00
A101.00	V16480	09/08/21	E21192	MOLLY K KUFFEL	01529203000000	401	CLASSROOM SUPPLIES	0.00	780.24
A101.00	V16481	09/15/21	E20230	ERICA R ALLENBURG	01005010000000	490	LUNCH FOR BD RETREA	0.00	134.04
A101.00	V16483	09/15/21	E10192	JENNIFER M CARTER	01021050000000	320	JUN-AUG21 CELL PHON	0.00	195.00
A101.00	V16484	09/15/21	E15078	RA CHHOH	01005110000000	320	SEP21 CELL PHONE	0.00	65.00
A101.00	V16485	09/15/21	E20443	JENNA I PEPLUE COUR	01528212000000	401	ART ROOM STORAGE BI	0.00	30.00
A101.00	V16486	09/15/21	E7011	MARK A DEYOUNG	01526605000000	320	AUG21 CELL PHONE	0.00	65.00
A101.00	V16487	09/15/21	E21113	SENALI L DIASABEYGU	01529203000000	401	CLASSROOM SUPPLIES	0.00	442.01
A101.00	V16488	09/15/21	E12245	MATTHEW E GABRIELSO	01529203000000	460	CLASSROOM BOOKS	0.00	96.00
A101.00	V16488	09/15/21	E12245	MATTHEW E GABRIELSO	01529203000000	401	CLASSROOM SUPPLIES	0.00	328.26
TOTAL CHECK									424.26
A101.00	V16491	09/15/21	E12477	KATHRYN A MAHONEY	01529402740000	401	SPEED PROGRAM SUPPLI	0.00	211.79
A101.00	V16493	09/15/21	E10520	MATTHEW K MOSBY	01529810000000	320	AUG21 CELL PHONE	0.00	65.00
A101.00	V16494	09/15/21	E14119	MARY K O'KEEFE	01527203000055	401	CLASSROOM SUPPLIES	0.00	79.29
A101.00	V16495	09/15/21	E21115	CARA RIECKENBERG	01529203000000	401	CLASSROOM SUPPLIES	0.00	92.56
A101.00	V16495	09/15/21	E21115	CARA RIECKENBERG	01529203000000	460	CLASSROOM BOOKS	0.00	173.43
A101.00	V16495	09/15/21	E21115	CARA RIECKENBERG	01529203000000	401	CLASSROOM SUPPLIES	0.00	461.08
TOTAL CHECK									727.07
A101.00	V16496	09/15/21	E12524	GINA S SCHROEPPER	01529203000000	401	CLASSROOM SUPPLIES	0.00	434.87
A101.00	V16498	09/15/21	E10604	MARGARET E TRENDIA	01021230000000	430	SPANISH POSTERS	0.00	72.25
A101.00	V16500	09/22/21	E11615	NINA EHRENTRAUT CA	01527203000052	401	CLASSROOM SUPPLIES	0.00	151.09

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A101.00	V16525	09/29/21	E6542	FELICITY HANSON	01005205417000	329	MCA+ACCESS TESTS MA	0.00	4.73
A101.00	V16526	09/29/21	E21770	ALICIA HERBEL	01533230000096	305	ND FRENCH INTERN PA	0.00	310.00
A101.00	V16527	09/29/21	E21107	PAULINE KREMER	01533230000096	305	ND FRENCH INTERN PA	0.00	310.00
A101.00	V16529	09/29/21	E9061	CARMINE LEVOIR	01019211000000	430	MICHAEL MONROE MUSI	0.00	27.00
A101.00	V16529	09/29/21	E9061	CARMINE LEVOIR	01019211000000	490	SL PARADE TREATS	0.00	67.84
TOTAL CHECK								0.00	94.84
A101.00	V16530	09/29/21	E12817	GRETCHEN L LUND	01019219317000	430	WRAPPING PAPER	0.00	15.87
A101.00	V16531	09/29/21	E12477	KATHRYN A MAHONEY	01534402740000	401	SUPPLIES FOR EVA	0.00	84.56
A101.00	V16531	09/29/21	E12477	KATHRYN A MAHONEY	01534203000000	460	BOOKS FOR EVA	0.00	233.70
TOTAL CHECK								0.00	318.26
A101.00	V16532	09/29/21	E21674	SACHA MANCEAUX	01020230000096	305	VV FRENCH INTERN PA	0.00	310.00
A101.00	V16533	09/29/21	E21677	LAURIE MCKAY	01534203000000	460	BOOKS FOR EVA	0.00	80.00
A101.00	V16533	09/29/21	E21677	LAURIE MCKAY	01534203000000	401	SUPPLIES FOR EVA	0.00	240.99
TOTAL CHECK								0.00	320.99
A101.00	V16534	09/29/21	E10934	KIM M MISMASH	01527201000050	401	AUG-SEP21 SUPPLIES	0.00	250.00
A101.00	V16535	09/29/21	E21673	ROMANE PELJOUX	01533230000096	305	ND FRENCH INTERN PA	0.00	310.00
A101.00	V16536	09/29/21	E21783	GAELLE PENGRECH	01533230000096	305	ND FRENCH INTERN PA	0.00	155.00
A101.00	V16537	09/29/21	E21105	MARGOT PUERTOLAS	01533230000096	305	ND FRENCH INTERN PA	0.00	310.00
A101.00	V16538	09/29/21	E6341	LORI J RACEK	01529203000000	401	CLASSROOM SUPPLIES	0.00	312.77
A101.00	V16539	09/29/21	E21664	JULIETTE RIBOULET	01533230000096	305	ND FRENCH INTERN PA	0.00	310.00
A101.00	V16540	09/29/21	E12524	GINA S SCHROEPFER	01529203000000	430	LEARNING A-Z SUBSCR	0.00	108.00
A101.00	V16541	09/29/21	E21635	LEAH SPELLMAN	01534203000000	460	BOOKS FOR EVA	0.00	87.23
A101.00	V16541	09/29/21	E21635	LEAH SPELLMAN	01529203000000	401	CLASSROOM SUPPLIES	0.00	206.62
A101.00	V16541	09/29/21	E21635	LEAH SPELLMAN	01529203000000	401	CLASSROOM SUPPLIES	0.00	464.30
TOTAL CHECK								0.00	758.15
A101.00	V16542	09/29/21	E7878	LESLIE STAGEBERG	01529203000000	460	CLASSROOM BOOKS	0.00	21.38
A101.00	V16542	09/29/21	E7878	LESLIE STAGEBERG	01529203000000	401	CLASSROOM SUPPLIES	0.00	221.70
TOTAL CHECK								0.00	243.08
A101.00	V16543	09/29/21	E5184	NORMAN F VANDERLIND	01008810000000	320	AUG21 CELL PHONE	0.00	52.81
A101.00	V16543	09/29/21	E5184	NORMAN F VANDERLIND	01008810000000	320	SEP21 CELL PHONE	0.00	52.81
TOTAL CHECK								0.00	105.62
A101.00	V16544	09/29/21	E21764	DAAN VANTIL	01533230000096	305	ND FRENCH INTERN PA	0.00	310.00

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A101.00	V16545	09/29/21	EZ1669	LAURA VOUGRE	01533230000096	305	ND FRENCH INTERN PA	0.00	310.00
A101.00	V16546	09/29/21	E10634	DANIEL S WYMORE	01019211000240	401	RETREAT SUPPLIES	0.00	56.85
A101.00	WR2568	09/01/21	30199	MN - DHS - WIRE ONL 01	L215.13	CHLD SUPPOT PAYME	0.00	862.00	
A101.00	WR2568	09/01/21	30199	MN - DHS - WIRE ONL 01	L215.13	CHLD SUPPOT PAYME	0.00	558.00	
TOTAL CHECK								0.00	1,420.00
A101.00	WR2569	09/01/21	30200	MN DOR - WIRE ONLY 01	L215.02	MN TAX W/H 100	0.00	33,241.30	
A101.00	WR2569	09/01/21	30200	MN DOR - WIRE ONLY 01	L215.02	MN TAX W/H 10H	0.00	1,784.16	
A101.00	WR2569	09/01/21	30200	MN DOR - WIRE ONLY 01	L215.02	MN TAX W/H 10I	0.00	73,660.07	
TOTAL CHECK								0.00	108,685.53
A101.00	WR2570	09/01/21	30219	CHS - FLEX - WIRES 01	L215.51	FLEX REIMBURSEMENT	0.00	23,111.05	
A101.00	WR2571	09/03/21	30424	MERCHANT E-SOLUTION 01021790000790	305	SEP 21 FEES	0.00	59.85	
A101.00	WR2572	09/07/21	30257	ST OF MINN - HCSP R 01	L215.00	HCSP PAYMENT MM	0.00	47,409.71	
A101.00	WR2574	09/07/21	30375	ELEYO - WIRES ONLY 01005850000830	305	ELEYO CHARGES	0.00	605.43	
A101.00	WR2575	09/08/21	30219	CHS - FLEX - WIRES 01	L215.51	FLEX REIMBURSEMENT	0.00	8,111.02	
A101.00	WR2576	09/08/21	30375	ELEYO - WIRES ONLY 01005850000830	305	ELEYO CHARGES	0.00	22.32	
A101.00	WR2577	09/09/21	30667	REVTRAK - WIRES ONL 01005605302830	R094	REVTRAK FEES	0.00	89.95	
A101.00	WR2578	09/09/21	31037	VANCO - WIRE ONLY 01021211000096	305	VANCO SEP 21 FEE	0.00	23.95	
A101.00	WR2579	09/10/21	30379	MERCHANT SERVICES - 01021292000000	305	AUG 21 FEES	0.00	7,391.01	
A101.00	WR2582	09/14/21	30206	WM SCHOOLS CREDIT U 01	L215.09	WMCU PAYMENT	0.00	42,714.75	
A101.00	WR2582	09/14/21	30206	WM SCHOOLS CREDIT U 01	L215.08	WMCU PAYMENT	0.00	106.82	
A101.00	WR2582	09/14/21	30206	WM SCHOOLS CREDIT U 01	L215.08	WMCU PAYMENT	0.00	181.52	
TOTAL CHECK								0.00	43,003.09
A101.00	WR2583	09/14/21	30219	CHS - FLEX - WIRES 01	L215.51	FLEX REIMBURSEMENT	0.00	750.90	
A101.00	WR2584	09/15/21	30383	US BANK (FEES) - WT 01005110000000	305	SEP 21 FEES	0.00	326.05	
A101.00	WR2585	09/15/21	30383	US BANK (FEES) - WT 01005110000000	305	SEP 21 FEES	0.00	64.54	
A101.00	WR2586	09/16/21	30376	BCBS - WIRES ONLY 01	L215.20	BCBS OCT 2021	0.00	369,062.21	
A101.00	WR2586	09/16/21	30376	BCBS - WIRES ONLY 01	L215.20	BCBS OCT 2021	0.00	24,345.24	
TOTAL CHECK								0.00	393,407.45
A101.00	WR2587	09/16/21	31821	EDINA EDUCATION FUN 01	L215.00	EDINA ED FUND	0.00	64.50	
A101.00	WR2588	09/16/21	30203	EBC, LLC - WIRE ONL 01	L215.50	403(B) PAYMENT	0.00	193,200.20	
A101.00	WR2588	09/16/21	30203	EBC, LLC - WIRE ONL 01	L215.50	457 PAYMENT	0.00	12,628.89	
TOTAL CHECK								0.00	205,829.09

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FD - 01 - GENERAL

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FD - 02 - FOOD SERVICES

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCT	-----DESCRIPTION-----	SALES TAX	AMOUNT
A101.00	383090	09/01/21	33177	ANGELA CTAGNE	02005770701000	R601	LUNCH ACCT REFUND	0.00	47.35
A101.00	383122	09/01/21	33181	JOCELYN TOBER	02005770701000	R601	LUNCH ACCT REFUND	0.00	160.70
A101.00	383125	09/01/21	33182	LAMA BISSAR CHEBACL	02005770701000	R601	LUNCH ACCT REFUND	0.00	26.25
A101.00	383126	09/01/21	32704	LAURA FERRARA	02005770701000	R601	LUNCH ACCT REFUND	0.00	52.85
A101.00	383177	09/08/21	33187	BRIDGET NAPPER	02005770701000	R601	LUNCH ACCT REFUND	0.00	12.60
A101.00	383202	09/08/21	33188	JENNIFER MACPHAIL	02005770701000	R601	LUNCH ACCT REFUND	0.00	20.00
A101.00	383243	09/08/21	15331	PRAIRIE ELECTRIC CO	02005770701000	305	WIRE TURBO CHEF OVE	0.00	1,395.00
A101.00	383248	09/08/21	29072	SARAH ROBB	02005770701000	R601	LUNCH ACCT REFUND	0.00	75.30
A101.00	383288	09/15/21	33200	CARRIE RECKER	02005770701000	R601	LUNCH ACCT REFUND	0.00	137.10
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	02005770705000	305	MGMT LABOR-AUG21 BK	0.00	5,605.63
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	02005770701000	305	MGMT LABOR-AUG21 LU	0.00	10,881.47
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	02005770701000	305	AUG21 SUMMER LUN	0.00	14,504.95
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	02005770705000	305	AUG21 SUMMER BKF	0.00	1,767.40
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	02005770705000	299	MGMT FRINGE-AUG21 B	0.00	2,043.02
A101.00	383291	09/15/21	27269	CHARTWELLS DINING S	02005770701000	299	MGMT FRINGE-AUG21 L	0.00	3,965.86
TOTAL CHECK									38,768.33
A101.00	383292	09/15/21	32091	COMMERCIAL KITCHEN	02005770701000	350	ICE MAKER REPAIR	0.00	770.00
A101.00	383316	09/15/21	28397	GOODIN COMPANY	02005770701000	350	DISHWASHER PRESSURE	0.00	162.04
A101.00	383322	09/15/21	33197	HAIYAN ZHANG	02005770701000	R601	LUNCH ACCT REFUND	0.00	687.20
A101.00	383324	09/15/21	33198	HEIDI CATRON	02005770701000	R601	LUNCH ACCT REFUND	0.00	63.45
A101.00	383343	09/15/21	33199	LINDSAY FAHRNER	02005770701000	R601	LUNCH ACCT REFUND	0.00	68.10
A101.00	383399	09/15/21	33196	YULIMAR GUILLEN	02005770701000	R601	LUNCH ACCT REFUND	0.00	68.00
A101.00	383408	09/22/21	33214	ANIL ATRI	02005770701000	R601	LUNCH ACCT REFUND	0.00	64.90
A101.00	383439	09/22/21	33204	JENNIFER SAMOUNTRY	02005770701000	R601	LUNCH ACCT REFUND	0.00	62.30
A101.00	383448	09/22/21	33211	LISA BOSS	02005770701000	R601	LUNCH ACCT REFUND	0.00	152.20
A101.00	383468	09/22/21	33213	RAWESH BASINENI	02005770701000	R601	LUNCH ACCT REFUND	0.00	25.15
A101.00	383485	09/22/21	33212	TRINA BLOEMENDAL	02005770701000	R601	LUNCH ACCT REFUND	0.00	55.80
A101.00	V16499	09/22/21	E11961	LESLIE M BOURGFAULT	02005770701000	R601	LUNCH ACCT REFUND	0.00	20.60
TOTAL CASH ACCOUNT								0.00	42,895.22

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FD - 02 - FOOD SERVICES

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
TOTAL FUND								0.00	42,895.22

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FD - 04 - COMMUNITY SERVICE FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCT	-----DESCRIPTION-----	SALES TAX	AMOUNT
A101.00	383101	09/01/21	01510	CURRICULUM ASSOCIAT	04001590351000	460	WS132 - QUICK WORD	0.00	37.25
A101.00	383101	09/01/21	01510	CURRICULUM ASSOCIAT	04001590351000	460	ESTIMATED SHIPPING/	0.00	9.31
TOTAL CHECK								0.00	46.56
A101.00	383163	09/08/21	27944	ABAMATH LLC	04005585362503	305	816-04	0.00	60.00
A101.00	383166	09/08/21	33180	ANNE AINOMAE	04005585362503	305	175-25	0.00	100.00
A101.00	383168	09/08/21	23347	ART SPARK LLC	04005585362503	305	726-06	0.00	1,938.00
A101.00	383168	09/08/21	23347	ART SPARK LLC	04005585362503	305	JULY 19/26 ART CAMP	0.00	7,068.00
TOTAL CHECK								0.00	9,006.00
A101.00	383181	09/08/21	32821	CHESS & STRATEGY GA	04005585362503	305	816-11, 816-07	0.00	2,768.50
A101.00	383186	09/08/21	22631	EDINBOROUGH PARK	04005570321501	369	AUG SWIM PASSES	0.00	1,794.00
A101.00	383186	09/08/21	22631	EDINBOROUGH PARK	04005570321501	369	JULY SWIM PASSES	0.00	4,611.50
TOTAL CHECK								0.00	6,405.50
A101.00	383191	09/08/21	30056	FUN ENGINEERZ LLC	04005585362503	305	AUG 9 CAMPS	0.00	3,410.00
A101.00	383198	09/08/21	20776	HOUSE OF PRINT	04005505321506	305	FALL CATALOG PRINTI	0.00	10,540.05
A101.00	383199	09/08/21	27194	INGINA LLC	04005585362503	305	GLAM LAB	0.00	1,368.00
A101.00	383204	09/08/21	03708	JERRY'S PRINTING	04005570321000	401	HIRING SIGNS	0.00	300.00
A101.00	383207	09/08/21	31778	KAETHE BIRKNER	04008505321503	305	531-901	0.00	819.00
A101.00	383208	09/08/21	31402	KAY ZUCCARO	04008505321503	305	604-09/10/11/12	0.00	848.00
A101.00	383221	09/08/21	32587	MATH ADVANTAGE TUT	04005585362503	305	816-12/13/14/15	0.00	1,800.00
A101.00	383221	09/08/21	32587	MATH ADVANTAGE TUT	04005585362503	305	802-31	0.00	3,150.00
TOTAL CHECK								0.00	4,950.00
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	13: 9780021389193	0.00	121.65
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	13: 9780021445264	0.00	121.65
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	13: 9780021196524	0.00	145.98
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	13: 9780021197286	0.00	121.65
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	13: 9780021197293	0.00	121.65
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	13: 9780021195855	0.00	291.36
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	13: 9780021369089	0.00	364.20
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	ESTIMATED SHIPPING/	0.00	77.44
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	ISBN 13: 9780021340	0.00	415.50
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	ISBN 13: 9780076807	0.00	415.50
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	ESTIMATED SHIPPING/	0.00	298.80
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	ISBN 13: 9780076807	0.00	415.50
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	ISBN 13: 9780076807	0.00	415.50
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	ESTIMATED SHIPPING/	0.00	298.80
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	ISBN 13: 9780021340	0.00	81.75
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	ISBN 13: 9780021340	0.00	415.50
A101.00	383224	09/08/21	04485	MCGRAW-HILL SCHOOL	04007590351000	460	ISBN 13: 9780076807	0.00	415.50

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCT	-----DESCRIPTION-----	SALES TAX	AMOUNT
A101.00	383224	09/08/21	04485	MCGRW-HILL SCHOOL	04007590351000	460	ISBN 13: 9780076807	0.00	298.80
A101.00	383224	09/08/21	04485	MCGRW-HILL SCHOOL	04007590351000	460	ESTIMATED SHIPPING/	0.00	81.75
TOTAL CHECK								0.00	5,000.23
A101.00	383229	09/08/21	30174	MIKKONEN MUSIC LLC	04005585362503	305	AUG MUSIC LESSONS	0.00	1,327.50
A101.00	383236	09/08/21	33145	NORTHSTAR BUS LINES	04005570321501	360	8/18 BUS	0.00	1,191.00
A101.00	383236	09/08/21	33145	NORTHSTAR BUS LINES	04005570321501	360	8/16 BUS	0.00	195.00
A101.00	383236	09/08/21	33145	NORTHSTAR BUS LINES	04005570321501	360	8/18/21 BUS	0.00	649.25
TOTAL CHECK								0.00	2,035.25
A101.00	383241	09/08/21	28601	PHOENIX SCHOOL COUN	04001590353000	305	SVC GR 7/8 AVAIL Q1	0.00	2,642.81
A101.00	383241	09/08/21	28601	PHOENIX SCHOOL COUN	04007590353000	305	SVC GR 7/8 OLG Q1	0.00	8,345.70
TOTAL CHECK								0.00	10,988.51
A101.00	383242	09/08/21	24673	PITNEY BOWES EASYPE	04005505321506	329	FALL CATALOG POSTAG	0.00	2,605.64
A101.00	383246	09/08/21	32612	PROJECT LEAD THE WA	04007590351000	460	220-7067 LAUNCH K.6	0.00	681.75
A101.00	383246	09/08/21	32612	PROJECT LEAD THE WA	04007590351000	460	220-7068 LAUNCH 1.5	0.00	301.75
A101.00	383246	09/08/21	32612	PROJECT LEAD THE WA	04007590351000	460	LAUNCH LOGS - ALL 3	0.00	207.00
A101.00	383246	09/08/21	32612	PROJECT LEAD THE WA	04007590351000	460	220-7072 LAUNCH 4.6	0.00	1,166.25
A101.00	383246	09/08/21	32612	PROJECT LEAD THE WA	04007590351000	460	220-7073 LAUNCH 4.7	0.00	1,151.25
A101.00	383246	09/08/21	32612	PROJECT LEAD THE WA	04007590351000	460	220-7074 LAUNCH 4.8	0.00	591.00
TOTAL CHECK								0.00	4,099.00
A101.00	383252	09/08/21	31815	SKYHAWKS MINNESOTA	04005585362503	305	7/19, 8/9, 8/16 CAM	0.00	13,168.00
A101.00	383259	09/08/21	27819	T-MOBILE	04005582344000	401	FAMILY CENTER 2	0.00	40.68
A101.00	383259	09/08/21	27819	T-MOBILE	04005585362502	320	COMMUNITY ED	0.00	6.24
A101.00	383259	09/08/21	27819	T-MOBILE	04526870321000	320	CONCORD KIDS CLUB	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	04527570321000	320	CORNELIA KIDS CLUB	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	04528570321000	320	COUNTRYSIDE KIDS CL	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	04529570321000	320	HIGHLANDS KIDS CLUB	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	04532570321000	320	NORMDALE KIDS CLU	0.00	22.44
A101.00	383259	09/08/21	27819	T-MOBILE	04533570321000	320	CREEK VALLEY KIDSCL	0.00	22.44
TOTAL CHECK								0.00	181.56
A101.00	383261	09/08/21	20097	UPPER LAKES FOODS I	04529570321000	490	BOWL'S	0.00	-62.03
A101.00	383261	09/08/21	20097	UPPER LAKES FOODS I	04529570321000	490	KC SNACKS	0.00	1,348.17
TOTAL CHECK								0.00	1,286.14
A101.00	383266	09/08/21	30511	ARTEDUTC LLC	04005585362503	305	ART CAMPS	0.00	5,280.00
A101.00	383289	09/15/21	16676	CATHERINE EARLEY	04008505321503	305	607-900/901/902/903	0.00	1,585.00
A101.00	383304	09/15/21	16244	EDINA EDUCATION FUN	04005585362503	305	608-22	0.00	189.00
A101.00	383305	09/15/21	22631	EDINBOROUGH PARK	04008505321503	370	AUG POOL RENTAL	0.00	1,040.00
A101.00	383312	09/15/21	32881	FREMONT DEBATE ACAD	04005585362503	305	607-22	0.00	189.00
A101.00	383348	09/15/21	32587	MATH ADVANTAGE TUT	04005585362503	305	719-52	0.00	560.00

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A101.00	383372	09/15/21	32612	PROJECT LEAD THE WA	04007590351000	460	220-6812 LAUNCH KIT	0.00	1,028.25
A101.00	383383	09/15/21	21250	SPORTS UNLIMITED	04005585362503	305	621-27	0.00	975.00
A101.00	383404	09/22/21	23536	ADVANCED FIRST AID	04005505321000	530	AED MACHINE-WOODSHO	0.00	2,227.00
A101.00	383451	09/22/21	14105	MCEA	04005570321000	305	JOB POSTING	0.00	45.00
A101.00	383459	09/22/21	52127	LAURA NISI	04005505321506	305	SUM 21, FALL 21 CAT	0.00	10,800.00
A101.00	383466	09/22/21	33208	PREMIUM WATERS INC	04005590321000	401	ECSE WATER COOLER	0.00	36.42
A101.00	383476	09/22/21	32791	SPYGLASS CREATIVE I	04005590321502	305	BRND DEVPMENT	0.00	3,750.00
A101.00	383482	09/22/21	26346	TERRI VON FELDEN	04005585362501	305	LEARN TO DIVE FALL	0.00	460.69
A101.00	V16448	09/01/21	E15260	TAJTIANNA BELL	04005570321000	366	JAN-JUN21 MILEAGE	0.00	28.34
A101.00	V16448	09/01/21	E15260	TAJTIANNA BELL	04005570321000	320	JUL21 CELL PHONE	0.00	65.00
A101.00	V16454	09/01/21	E9204	PAUL MILLER	04005570321000	366	JUL21 MILEAGE	0.00	40.71
A101.00	V16454	09/01/21	E9204	PAUL MILLER	04005570321000	320	JUL21 CELL PHONE	0.00	65.00
A101.00	V16472	09/08/21	E20800	JARED D LITTLE	04005570321000	366	AUG21 MILEAGE	0.00	16.80
A101.00	V16472	09/08/21	E20800	JARED D LITTLE	04005570321000	320	AUG21 CELL PHONE	0.00	65.00
A101.00	V16473	09/08/21	E6248	CAROLYN PROCTOR	04005570321000	366	AUG21 CELL PHONE	0.00	81.80
A101.00	V16473	09/08/21	E6248	CAROLYN PROCTOR	04005570321000	320	JUL-AUG21 MILEAGE	0.00	65.00
A101.00	V16476	09/08/21	E9723	SERENITY SEBESTA	04005570321000	320	AUG21 CELL PHONE	0.00	134.22
A101.00	V16482	09/15/21	E10461	VALERIE E BURKE	04005505321000	320	JUN-AUG21 CELL PHON	0.00	65.00
A101.00	V16489	09/15/21	E20647	RACHEL M HICKS	04005570321000	320	AUG21 CELL PHONE	0.00	195.00
A101.00	V16489	09/15/21	E20647	RACHEL M HICKS	04005570321000	320	JUL21 CELL PHONE	0.00	65.00
A101.00	V16492	09/15/21	E9204	PAUL MILLER	04005570321000	320	AUG21 CELL PHONE	0.00	65.00
A101.00	V16492	09/15/21	E9204	PAUL MILLER	04005570321000	366	AUG21 MILEAGE	0.00	40.43
A101.00	V16497	09/15/21	E20769	COLLEEN V SIMMONS	04533570321000	401	KIDS CLUB SUPPLIES	0.00	105.43
A101.00	V16503	09/22/21	E13763	JULIE M GABRIELSON	04005505321000	320	SEP21 CELL PHONE	0.00	34.99
A101.00	V16503	09/22/21	E13763	JULIE M GABRIELSON	04005505321000	490	KICK OFF FOOD	0.00	52.00
A101.00	V16507	09/22/21	E12607	CHRISTINE E RINGGEN	04005570321000	366	8/30 - 9/15 MILEAGE	0.00	83.19
A101.00	V16507	09/22/21	E12607	CHRISTINE E RINGGEN	04005570321000	366	8/30 - 9/15 MILEAGE	0.00	135.19
A101.00	V16507	09/22/21	E12607	CHRISTINE E RINGGEN	04005570321000	366	8/30 - 9/15 MILEAGE	0.00	21.45

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FD - 04 - COMMUNITY SERVICE FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	V16507	09/22/21	E12607	CHRISTINE E RINGGEN	04005570321000	320	AUG21 CELL PHONE	0.00	65.00
TOTAL CHECK								0.00	86.45
A101.00	V16510	09/22/21	E7105	HEATHER J WHITESELL	04005580325000	401	DOLLHOUSE SUPPLIES	0.00	79.51
A101.00	V16528	09/29/21	E14167	JOANNA T KRUPECKA-T	04005590321000	401	CLASSROOM SUPPLIES	0.00	182.48
A101.00	WR2576	09/08/21	30375	ELEVO - WIRES ONLY	04005570321000	305	ELEVO CHARGES	0.00	443.86
A101.00	WR2576	09/08/21	30375	ELEVO - WIRES ONLY	04005585362501	305	ELEVO CHARGES	0.00	77.10
A101.00	WR2576	09/08/21	30375	ELEVO - WIRES ONLY	04005585332000	305	ELEVO CHARGES	0.00	548.36
A101.00	WR2576	09/08/21	30375	ELEVO - WIRES ONLY	04005585362503	305	ELEVO CHARGES	0.00	127.83
A101.00	WR2576	09/08/21	30375	ELEVO - WIRES ONLY	04019585332000	305	ELEVO CHARGES	0.00	7.10
A101.00	WR2576	09/08/21	30375	ELEVO - WIRES ONLY	04020585332000	305	ELEVO CHARGES	0.00	6.09
A101.00	WR2576	09/08/21	30375	ELEVO - WIRES ONLY	04008505321502	305	ELEVO CHARGES	0.00	149.47
A101.00	WR2576	09/08/21	30375	ELEVO - WIRES ONLY	04008505321503	305	ELEVO CHARGES	0.00	218.46
A101.00	WR2576	09/08/21	30375	ELEVO - WIRES ONLY	04005580325000	305	ELEVO CHARGES	0.00	26.72
A101.00	WR2576	09/08/21	30375	ELEVO - WIRES ONLY	04005590321000	305	ELEVO CHARGES	0.00	47.69
TOTAL CHECK								0.00	1,652.68
A101.00	WR2574A	09/08/21	30375	ELEVO - WIRES ONLY	04005570321000	305	ELEVO CHARGES	0.00	7,415.90
A101.00	WR2574A	09/08/21	30375	ELEVO - WIRES ONLY	04005580325000	305	ELEVO CHARGES	0.00	25.34
A101.00	WR2574A	09/08/21	30375	ELEVO - WIRES ONLY	04005585332000	305	ELEVO CHARGES	0.00	3,195.06
A101.00	WR2574A	09/08/21	30375	ELEVO - WIRES ONLY	04005585362501	305	ELEVO CHARGES	0.00	426.80
A101.00	WR2574A	09/08/21	30375	ELEVO - WIRES ONLY	04019585332000	305	ELEVO CHARGES	0.00	20.18
A101.00	WR2574A	09/08/21	30375	ELEVO - WIRES ONLY	04020585332000	305	ELEVO CHARGES	0.00	25.94
A101.00	WR2574A	09/08/21	30375	ELEVO - WIRES ONLY	04005585362503	305	ELEVO CHARGES	0.00	1,126.63
A101.00	WR2574A	09/08/21	30375	ELEVO - WIRES ONLY	04005590321000	305	ELEVO CHARGES	0.00	469.80
A101.00	WR2574A	09/08/21	30375	ELEVO - WIRES ONLY	04008505321502	305	ELEVO CHARGES	0.00	339.42
A101.00	WR2574A	09/08/21	30375	ELEVO - WIRES ONLY	04008505321503	305	ELEVO CHARGES	0.00	902.23
TOTAL CHECK								0.00	13,947.30
TOTAL CASH ACCOUNT								0.00	126,507.90
TOTAL FUND								0.00	126,507.90

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FD - 06 - CONSTRUCTION FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
A101.00	383127	09/01/21	31991	MANOR ELECTRIC INC	06005870795754	555	ENROLL CTR RECEIPTA	0.00	485.00
A101.00	383135	09/01/21	22297	PARALLEL TECHNOLOGI	06008867380000	305	ECC SECURITY-PHASE	0.00	88.85
A101.00	383135	09/01/21	22297	PARALLEL TECHNOLOGI	06008867380000	305	ECC SECURITY-FINAL	0.00	1,765.32
TOTAL CHECK								0.00	1,854.17
A101.00	383140	09/01/21	06953	PREMIUM WATERS INC	06005870795000	305	WATER FOR DMTS (8)	0.00	48.00
A101.00	383152	09/01/21	28713	TECHNOLOGY RESOURCE	06005870795731	556	QUOTE 18099	0.00	21,600.00
A101.00	383175	09/08/21	27877	BLACKBOARD	06005870795000	505	ONE YEAR SUBSCRIPTI	0.00	23,636.61
A101.00	383184	09/08/21	30917	DARK KNIGHT SOLLITIO	06005870795000	305	AUG21 SECURITY FEE	0.00	350.00
A101.00	383192	09/08/21	28037	GOPHER STATE ONE-CA	06005870795754	555	TICKETS FOR AUG21	0.00	124.20
A101.00	383205	09/08/21	12665	JESSEN PRESS INC	06005870795744	555	ENVELOPES FOR ENR C	0.00	228.00
A101.00	383238	09/08/21	04661	OFFICE DEPOT INC	06005870795742	556	ITEMS FOR CREEK AND	0.00	98.77
A101.00	383244	09/08/21	06953	PREMIUM WATERS INC	06005870795000	305	SEP21 COOLER RENTAL	0.00	20.00
A101.00	383244	09/08/21	06953	PREMIUM WATERS INC	06005870795000	305	WATER FOR DMTS (6)	0.00	30.00
TOTAL CHECK								0.00	50.00
A101.00	383254	09/08/21	28713	TECHNOLOGY RESOURCE	06005870795731	556	DEDUCTIBLES-1	0.00	100.00
A101.00	383256	09/08/21	17231	TIERNEY BROTHERS IN	06005870795724	556	QUOTE 215476	0.00	979.00
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	06532870000000	305	CV SITE REPAIRS	0.00	6,228.10
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	06020870000000	305	VV PARK&SITE IMPROV	0.00	3,877.10
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	06528870000000	305	CS PARK/SITE IMPROV	0.00	21,213.91
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	06009870000000	305	BUS GARAGE ADDITION	0.00	23,775.59
A101.00	383265	09/08/21	25308	WOLD ARCHITECTS & E	06532870000000	305	CV PARK & SITE IMPR	0.00	31,220.95
TOTAL CHECK								0.00	86,315.65
A101.00	383271	09/15/21	10880	ACOUSTICS ASSOCIATE	06020867380000	520	VV 2020 RENO WS 09-	0.00	6,608.85
A101.00	383277	09/15/21	27918	ARVIG	06005870795754	555	SEP21 - INTERNET	0.00	1,910.90
A101.00	383293	09/15/21	29089	CONSTRUCTION SYSTEM	06020867380000	520	VV 2020 RENO WS 05-	0.00	1,093.45
A101.00	383318	09/15/21	32562	GRAZZINI BROTHERS &	06020867380000	520	VV 2020 RENO WS 09-	0.00	43.70
A101.00	383339	09/15/21	22320	KRAUS-ANDERSON CONS	06020867380000	305	VV PHASE II-CON MGM	0.00	4,959.00
A101.00	383339	09/15/21	22320	KRAUS-ANDERSON CONS	06020867380000	520	VV PHASE II-GEN CON	0.00	7,145.59
A101.00	383339	09/15/21	22320	KRAUS-ANDERSON CONS	06008867380000	520	ECC 2020 RENO-GEN C	0.00	14,752.23
A101.00	383339	09/15/21	22320	KRAUS-ANDERSON CONS	06008867380000	305	ECC 2020 RENO-CON M	0.00	20,100.00
A101.00	383339	09/15/21	22320	KRAUS-ANDERSON CONS	06020867380000	305	VV PHASE II-SITE SE	0.00	27,824.00
A101.00	383339	09/15/21	22320	KRAUS-ANDERSON CONS	06008867380000	305	ECC 2020 RENO-SITE	0.00	45,392.00
TOTAL CHECK								0.00	120,172.82
A101.00	383340	09/15/21	28894	LAKETOWN ELECTRIC C	06020867380000	520	VV 2020 RENO WS 26-	0.00	3,702.77

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FD - 06 - CONSTRUCTION FUND									
CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCT	DESCRIPTION	SALES TAX	AMOUNT
A101.00	383358	09/15/21	26228	MINNESOTA MEMORY IN	06005870795731	556	QUOTE 142945296	0.00	5,198.00
A101.00	383364	09/15/21	27935	NORTHSTAR AUDIO VID	06005870795724	556	PRICE QUOTE DATE 8/	0.00	660.00
A101.00	383367	09/15/21	22297	PARALLEL TECHNOLOGI	06005870795000	305	DOOR REPAIR SERVICE	0.00	162.00
A101.00	383367	09/15/21	22297	PARALLEL TECHNOLOGI	06005870795000	305	DOOR 4 REPAIR SERVI	0.00	538.85
TOTAL CHECK								0.00	700.85
A101.00	383370	09/15/21	28985	PETERSON SHEET META	06020867380000	520	VV 2020 RENO WS 23-	0.00	6,632.05
A101.00	383374	09/15/21	28831	RED CEDAR STEEL ERE	06020867380000	520	VV 2020 RENO WS 05-	0.00	36,100.00
A101.00	383376	09/15/21	28970	RTL CONSTRUCTION, IN	06020867380000	520	VV 2020 RENO WS 09-	0.00	28,781.05
A101.00	383387	09/15/21	31082	TERRAZZO DESIGN, LL	06020867380000	520	VV 2020 RENO WS 09-	0.00	280.00
A101.00	383389	09/15/21	31001	TIMECLOCK PLUS DATA	06005870795000	405	FY21/22 LICENSE REN	0.00	12,058.20
A101.00	383398	09/15/21	32171	YAMRY CONSTRUCTION	06020867380000	520	VV 2020 RENO WS 06-	0.00	4,241.75
A101.00	383402	09/22/21	31989	ADMIRAL COATINGS, I	06008867380000	520	ECC 2020 RENO WS 09	0.00	11,775.86
A101.00	383403	09/22/21	22875	ADVANCE TERRAZZO &	06008867380000	520	ECC 2020 RENO WS 09	0.00	427.80
A101.00	383409	09/22/21	26629	ASSETGENIE, INC	06005870795731	556	QUOTE 342405	0.00	199.00
A101.00	383409	09/22/21	26629	ASSETGENIE, INC	06005870795731	556	QUOTE 342405	0.00	258.00
TOTAL CHECK								0.00	457.00
A101.00	383411	09/22/21	00649	BEST BUY BUSINESS A	06005870795711	556	BEST BUY STORE BYOD	0.00	1,650.00
A101.00	383411	09/22/21	00649	BEST BUY BUSINESS A	06005870795711	556	BEST BUY STORE BYOD	0.00	8,700.00
TOTAL CHECK								0.00	10,350.00
A101.00	383413	09/22/21	22896	CD TILE & STONE INC	06008867380000	520	ECC 2020 RENO WS 09	0.00	3,324.15
A101.00	383415	09/22/21	10363	CENTRAL ROOFING COM	06008867380000	520	ECC 2020 RENO WS 07	0.00	1,997.78
A101.00	383419	09/22/21	32077	COMMERCIAL DRYWALL	06008867380000	520	ECC 2020 RENO WS 09	0.00	14,102.76
A101.00	383420	09/22/21	29089	CONSTRUCTION SYSTEM	06008867380000	520	ECC 2020 RENO WS 05	0.00	3,153.62
A101.00	383424	09/22/21	22552	EBERT CONSTRUCTION	06008867380000	520	ECC 2020 RENO WS 06	0.00	21,103.67
A101.00	383431	09/22/21	32562	GRAZZINI BROTHERS &	06008867380000	520	ECC 2020 RENO WS 09	0.00	1,942.52
A101.00	383446	09/22/21	22894	KENDELL DOORS & HAR	06008867380000	520	ECC 2020 RENO WS 08	0.00	21,376.01
A101.00	383450	09/22/21	31991	MANOR ELECTRIC INC	06008867380000	520	ECC 2020 RENO WS 26	0.00	86,926.90
A101.00	383457	09/22/21	18615	NAC	06008867380000	520	ECC 2020 RENO WS 23	0.00	598,210.91
A101.00	383462	09/22/21	22297	PARALLEL TECHNOLOGI	06005870795000	305	S2 RENAMING UPDATES	0.00	621.00

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FD - 06 - CONSTRUCTION FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	DESCRIPTION	SALES TAX	AMOUNT
A101.00	383469	09/22/21	14195	RIGHT-WAY CAULKING	06008867380000	520	ECC 2020 RENO WS 07	0.00	8,645.00
A101.00	383475	09/22/21	32099	SONUS INTERIORS INC	06008867380000	520	ECC 2020 RENO WS 09	0.00	70,697.18
A101.00	383480	09/22/21	22773	SUMMIT FIRE PROTECT	06008867380000	520	ECC 2020 RENO WS 21	0.00	19,829.23
A101.00	383489	09/22/21	32561	WOODSIDE INDUSTRIES	06008867380000	520	ECC 2020 RENO WS 12	0.00	15,927.44
A101.00	383529	09/29/21	18842	NORTHERN COMPUTER T	06005870795754	555	BROADCOM 9361-41 RA	0.00	662.00
A101.00	383536	09/29/21	06953	PREMIUM WATERS INC	06005870795000	305	WATER FOR DMTS (8)	0.00	48.00
A101.00	V16490	09/15/21	E08358	KELLY N KRUTZ	06005870795744	555	CASTERS - DMTS CART	0.00	65.36
A101.00	V16505	09/22/21	E13348	NATHANIEL M LINDLEY	06005870795731	556	IPAD CHARGERS	0.00	34.99
TOTAL CASH ACCOUNT									1,255,732.97
TOTAL FUND									1,255,732.97

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR
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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCT	-----DESCRIPTION-----	SALES TAX	AMOUNT
A101.00	WR2573	09/07/21	30220	DELTA DENTAL - WIRE	20005105000000	220	DENTAL PAYMENT	0.00	18,686.46
A101.00	WR2580	09/13/21	30220	DELTA DENTAL - WIRE	20005105000000	220	DENTAL PAYMENT	0.00	13,040.67
A101.00	WR2581	09/13/21	30220	DELTA DENTAL - WIRE	20005105000000	220	DENTAL PAYMENT	0.00	2,041.10
A101.00	WR2597	09/20/21	30220	DELTA DENTAL - WIRE	20005105000000	220	DENTAL PAYMENT	0.00	9,894.40
A101.00	WR2599	09/21/21	30220	DELTA DENTAL - WIRE	20005105000000	305	ADMIN FEE	0.00	4,489.02
TOTAL CASH ACCOUNT									48,151.65
TOTAL FUND									48,151.65
TOTAL REPORT									6,667,851.23



Board Meeting Date: 10/11/2021

TITLE: National Insurance Services (NIS) Benefits Consulting Services Agreement

TYPE: Consent

BACKGROUND: Edina Public Schools has contracted for the past five years for benefit consulting services with National Insurance Services (NIS). That agreement expires December 31, 2021. NIS provides services for renewals and goes out for bids for the district in the areas of health, dental, life, ltd, group Medicare supplemental plan, vision, and retiree health reimbursement arrangements (HRA's).

RECOMMENDATION: The District administration recommends renewing the agreement with NIS for the next five (5) years beginning January 1, 2022.

ATTACHMENTS:

1. Catalyst Sourcing Process Summary
2. NIS Consulting Services Agreement

Sourcing Process Summary

General Information

Client	ISD #273 – Edina Public Schools	Date	10/1/2021
Department	Human Resources	Item/Category	Insurance/Benefits Consulting Services

Purchase Notes

Component	Note
Process utilized:	<ul style="list-style-type: none"> Negotiation of extension with incumbent using marketplace benchmark data <ul style="list-style-type: none"> Professional services agreements can be negotiated directly WITHOUT formal RFP/bid per Minnesota statute.
Vendor(s):	<ul style="list-style-type: none"> National Insurance Services (NIS)
Agreement Term:	<ul style="list-style-type: none"> Two (2) years in base term <ul style="list-style-type: none"> Three (3) 1-year renewal options for district

Recommendation Rationale

The District has partnered with NIS for Benefits Consulting/Marketing since awarding this agreement following the Request for Proposal (RFP) process in 2015. In this process, NIS proposed the best value (and lowest over fees) of all proposals submitted while presenting experience and capabilities that best aligned with the District's benefits strategy.

NIS has NOT raised their fees to the district since the original award, while most vendors have maintained nominal annual rate increases.

The recommended agreement allows for an initial rate increase of \$5,000.00 and annual rate increases of up to \$2,500.00 to account for rising labor cost. The structure of this agreement allows the District to maintain continuity for the next two years but empowers the district with flexibility to terminate after the initial term OR continue renewal under capped rate increases for up to three additional years. This rate control component would allow the District to potentially secure future savings based on current labor, health care, and insurance inflation projections (all of which could have significant impact on this category's costs).

The District utilizes a benefits management strategy that places the responsibilities for benefits advising, plan marketer, and enrollee consulting during open enrollment on NIS and uses Plan Source's software platform to manage plan and enrollee data. When the cost of the two components (NIS and Plan Source) are combined, the total cost to the District remains to be under benchmark costs for benefits consulting and management costs that are typically about 1% of the total annual premium.

CONSULTING AGREEMENT

This Consulting Agreement (Agreement) is between Edina Public Schools (Client) and National Insurance Services (NIS) (Consultant), effective as of January 1, 2022.

WHEREAS, Client wishes to obtain the assistance of Consultant with strategic benefit planning, design, funding, administration and communication with respect to its employee benefit programs;

WHEREAS, Consultant has superior knowledge and expertise in assisting employers with designing and servicing employee benefit plans; and

WHEREAS, the parties wish to set forth their respective expectations;

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, the parties hereby agree as follows:

- 1. Scope of Services to be provided by Consultant.** Scope of service actions will be mutually agreed upon annually through our Full Benefits Consulting Service Model and/or described in the Scope of Services portion of this agreement.
- 2. Client's Responsibilities.** Client will make available such reasonable information as required for Consultant to conduct its services. Such data will be made available as promptly as possible. It is understood by Consultant that the time of Client's personnel is limited, and judicious use of that time is a requirement of this Agreement. Client will make timely payments of the service fees as set forth elsewhere in this Agreement.
- 3. Disclosure and Recordkeeping.**
 - a. Full Disclosure.** Client has the right to approve any arrangements and/or the utilization of any intermediaries in connection with, or arising out of, or in any way related to Client's insurance and risk management program. Consultant must seek approval from Client prior to the use of any of the above in connection with the Client's insurance and risk management program.
 - b. Recordkeeping.** Consultant will maintain accurate and current files including, but not limited to, insurance policies and correspondence with insurers or brokers in accordance with industry standard record retention practice or as otherwise directed by Client.
- 4. Term & Termination.**
 - a. Term.** The initial term of this Agreement shall be two (2) years, renewable annually for up to three (3) additional 1-year terms (a total maximum term of five years), commencing on January 1, 2022 and ending no later than December 31, 2026. Thereafter, this Agreement will remain in effect until terminated as described below.
 - b. Termination.** This Agreement may be terminated by either party only as follows:
 - I. Effective upon thirty (30) days' advance written notice to the other party stating that such other party is in breach of any of the provisions of this

Agreement, provided such breach (if able to be cured) is not cured within twenty (20) days after the notice is received;

- II. effective upon ninety (90) days' advance written notice to the other party given with or without reason; provided such notice is given after the Initial Term; or
- III. By mutual written agreement of the parties.
- IV. If contract is termed prior to the agreed upon contractual time frame. Any uncompleted services will cease.

- 5. Compensation.** Subject to any changes as may be mutually agreed by the parties, NIS will receive, as compensation for its services under this Agreement, fees illustrated in Exhibit 1.

Consistent with industry practices, insurers may also pay insurance brokers, such as NIS, indirect compensation based upon volume efficiencies, client renewals, marketing services, product development, technology investments and other additional services. NIS seeks written assurances from insurers that any such indirect compensation will not adversely impact the pricing or coverage terms that NIS is able to obtain for its clients. The amount of any available indirect compensation shall not be included in the calculation of any commission that may be due to NIS as a result of the placement of an insurance product.

NIS shall comply with all applicable state and/or federal laws and regulations regarding disclosure of compensation and embraces industry efforts for transparency. We believe it is important that clients have access to information that may be relevant to their choice of insurance products, including the cost of such insurance and services, and, the compensation that may be directly or indirectly paid to NIS in connection with the products or services that are selected. Your NIS account representative will be happy to address any questions you have regarding this matter.

- 6. Personnel.** Consultant will assign its personnel according to the needs of Client and according to the disciplines required to complete the appointed task in a professional manner. Consultant retains the right to substitute personnel with reasonable cause. The Account Management Team consists of the following individuals:

Primary Service Team:

- **Consultant:** Aaron A. Casper, AIF®
- **Account Manager:** Brock Buckellew
- **Director of Health Plan Analytics:** Pierre Guilfoile
- **Senior Client Relations Representative:** Ashley Veenendaal

Additional Key Resources:

- **Retirement Income Account Representative:** Adam Kuck

- 7. Records and Information.** Consultant agrees to keep any information provided by Client confidential and to exercise reasonable and prudent cautions in protecting the confidentiality of such information. If the services provided by Consultant involve the use of protected health information, Client and Consultant agree to enter into an appropriate business associate agreement.

- 8. Independent Contractor.** It is understood and agreed that Consultant is engaged by Client to perform services under this Agreement as an independent contractor. Consultant shall use its best efforts to follow written, oral or electronically transmitted (i.e., sent via facsimile or email) instructions from Client as to policy and procedure.
- 9. Fiduciary Responsibility.** Client acknowledges that: (i) Consultant shall have no discretionary authority or discretionary control respecting the management of any of the employee benefit plans; (ii) Consultant shall exercise no authority or control with respect to management or disposition of the assets of Client's employee benefit plans; and (iii) Consultant shall perform services pursuant to this Agreement in a non-fiduciary capacity.

Client agrees to notify Consultant as soon as possible of any proposed amendments to the plans' legal documents to the extent that the amendments would affect Consultant in the performance of its obligations under this Agreement. Client agrees to submit (or cause its agent, consultants or vendors to submit) all information in its (or their) control reasonably necessary for Consultant to perform the services covered by this Agreement.

- 10. Entire Agreement.** This constitutes the entire Agreement between the parties, and any other warranties or agreements are hereby superseded.

Subsequent amendments to this Agreement shall only be in writing signed by both parties.

For National Insurance Services:

Signature

Date

For Edina Public Schools:

Signature

Date

EXHIBIT 1

COMPENSATION AGREEMENT

Client: Edina Public Schools**Client State: Minnesota**

Client has agreed that National Insurance Services will be compensated for the above services as follows:

- ☒ Consulting fee of \$ 45,000 annual (billed quarterly) plus carrier commissions on non-medical lines of business. With an annual increase of \$2,500 for subsequent years.
- ☐ Compensation embedded in the monthly cost of the insurance plan/s. Details below.

Compensation Details for Insured and Self-Funded Employee Benefit Products and Services

Product/Service	Effective Date of Product/Service	Percentage of Premium
Medical	1/1/2022	N/A
Dental	1/1/2022	N/A

For National Insurance Services:

_____ Name (print)	_____ Title
_____ Signature	_____ Date

For Edina Public Schools:

_____ Name (print)	_____ Title
_____ Signature	_____ Date

SCOPE OF SERVICES

Our experts and consultants utilize a process that is designed not only to detect and address the cost-drivers impacting your premium costs, but also help you build sustainable plans that get buy-in from all stakeholders.

Three Dedicated Consultants Working with Edina Public Schools

- Annual calendar of scheduled meetings
- Step-by-step, written timeline
- 24-hour response time to all inquiries related to the client's employee benefits
- Attendance at open enrollment, employee benefit, and/or management meetings
- Bargaining and/or negotiation support
- Assistance handling claims or service concerns with all plan providers including but not limited to Medical, Dental, Life and Disability Insurance, Flexible Spending Accounts, Health Savings Accounts, COBRA administrators, and Retirement Plan administrators

Evaluation of All Employee Benefits

- Costs delineated for each benefit plan with annualized amounts
- Review master employment agreements for Teachers and Administrators
- GAP analysis
- Policy administration recommendations

Health Plan Evaluation and Recommendations

- Run Medical/Rx utilization analytics to impartially pinpoint true cost factors
- Review claims experience utilizing various underwriting methods
- Compare previous years' claims experience to current year outlining the trend
- Monitor increases and decreases in employee participation including financial impact to short-term and long-term cost control objectives
- Review claim performance levels including administration and network
- Perform claim analysis to forecast benefit adjustments
- Help determine appropriate benefit levels for all staff members based on utilization
- Design cost mitigation/containment procedures
- Evaluate the use of plan designs implemented successfully by other NIS clients
- Use cost modeling reports to evaluate proposed plans
- Perform statutory market searches through formal and informal bid process
- Wellness plan review and recommendations

- Review self-funding as an option (multiple plan offerings, defined contribution, onsite clinics, retiree solutions, etc.)
- Review and maintenance of all stop-loss contracts (if applicable), SPD's, and Certificates of Coverage to ensure that both the employer and employees are covered at the expected levels at all times

OPEB Assessment and Recommendations

- OPEB reduction plan and funding options
- Asset management strategy

Retirement Plan Evaluation and Recommendations

- Early retiree payout cost cutting measures
- Plan to transition early retirees off your medical plan

Develop Strategic Benefits Plan

- Development of a three-to-five-year strategic plan
 - This plan will identify and prioritize additional long-term objectives
 - It will also establish specific deadlines for meeting those objectives

Carrier and Administrator Selection and Management

- Development, submission, and proposal analysis for all RFPs
- Implementation support for wellness initiatives
- Provide all applicable information for development of wellness program or provide this information to selected vendors
- Rate negotiations with all incumbent carriers and potential carriers available in the market bidding on the client's business

Employee Communication Plan

- Employee Benefit Communications
- Benefit Statements
- Consumer-Directed Health Care (CDHC)
- HealthCare Reform
- Employer Education Articles and Newsletters
- Benefits Bulletin
- Employee Handbook and Policies
- Health Awareness Newsletter
- Know Your Employee Benefits
- Live Well, Work Well
- National Health Observances Calendar
- Prevention Newsletter
- Retirement

Compliance and HR Support

- Healthcare reform compliance analysis, updates, and personalized strategy
- IRS and state-specific legislation, employment law, and regulation
- Compliance guidance on HIPAA and COBRA

Annual Account Review

- Annual benefit plan design review outlining different options with cost differentials

Benefit Administration Platform Services – NIS Enroll

- Individual Employee Benefit education and communication annually and for new hires
- Benefit Administration Management
- Online enrollment
- Billing and eligibility
- Documentation and communication



Board Meeting Date: 10/11/2021

TITLE: Lease-To-Own purchase of Minneapolis Student Route Buses

TYPE: Consent

BACKGROUND: Challenges with Minneapolis student routes have been ongoing since the start of the school year. The advantage of having Edina bus drivers doing these routes is less reliance on contractors amid a bus driver shortage. In order to begin that changeover process the Transportation Dept. would need to purchase additional buses on a staggered schedule. In order to help expedite this process additional regular buses are being proposed to be leased to own over a 3-year period. This will eliminate a larger one-time cost in the operating capital fund in any one current year, until the changeover is complete. David White, Transportation Director, currently has 2 drivers ready to go to drive Minneapolis student routes. Costs (excluding bus purchases) for the Minneapolis student routes are reimbursed 100% by the State. The administration recommends approving the lease of these buses from the Hoglund Bus Company.

RECOMMENDATION: The district recommends selecting the lease to own proposal by Hoglund Bus for three (3) buses, as this proposal offers the best overall combination of the decision criteria – including competitive total pricing, local service and support capabilities, and the district's prior experience working with Hoglund Bus Company.

ATTACHMENTS:

1. Bus Quote letter for RFQ and analysis
2. Hoglund Bus Lease-to-Own Amortization Schedule

General Information

Client	ISD #273 – Edina Public Schools	Date	10/6/2021
Department	Transportation	Item/Category	Type C Bus Leases

Purchase Notes

Component	Note
Process Used	<ul style="list-style-type: none"> Direct quote
Participating Vendors	<ul style="list-style-type: none"> American Bus Sales Hoglund Bus National Bus Telin Group United Bus
Purchase Criteria	<ul style="list-style-type: none"> Availability/delivery timeline Price Product Quality Vendor/Product Reputation Vendor Support

Recommended Vendor

The district's transportation operations began exploring solutions to overcome the challenges brought on by limitations of outsourced transportation services driven by current industry conditions. The solution we are pursuing is to expand our internal capabilities thus allowing the district to directly serve additional students and maintain greater control of these routes, thus minimizing service disruptions to our students.

The current extended lead time on delivery of new buses presents a significant challenge in this expansion.

The district has secured an opportunity to take immediate delivery on three (3) additional late-model Class C buses to be deployed to serve routes that are currently outsourced. The opportunity presented allows the district to secure units that are equipped consistent with the current fleet, and still have significant utility remaining in their lifecycle. The dealer, Hoglund, has presented a lease-to-own proposal that fits immediate and extended budget constraints.

Before the award recommendation below, a total of five (5) vendors were evaluated to provide the necessary equipment.

Vendor Comparison

Description	American	Hoglund	National	Telin	United
Type C Buses Available	1	3	1	2	0
Average Age	5 years	3 years	3 years	12.5 years	n/a
Average Mileage	70,000 miles	31,000 miles	40,000 miles	133,721.5 miles	n/a
Manufacturer	<ul style="list-style-type: none"> Thomas 	<ul style="list-style-type: none"> International 	<ul style="list-style-type: none"> Bluebird 	<ul style="list-style-type: none"> Bluebird International 	n/a

Recommended Award

The district recommends selecting moving forward with the 3-year lease-to-own proposal from Hoglund Bus, as it immediately provides the opportunity to expand the capabilities of internal district transportation services with vehicles consistent with the current fleet immediately to reduce service disruptions for the 2021-2022 school year, as well as future school years.



Sept 30, 2021

Attn: David White

Phone:

Fax:

Used Bus Lease Finance to Own

We appreciate this opportunity to work with you and the school to solve your transportation needs. Below is the lease to own option that we have discussed and if there are any additional questions or quotes needed, please let me know. Thank You!

(3) Used 2020 IC CE - 77 Passenger: 21K – 31K Mileages
 Sell Price After Tax / Title / Licensing Fees: \$68,873.00 Each Unit

3 - 2020 Used IC CE 77 Pass School Buses

Nominal Annual

Rate: 2.000%

	Event	Date	Amount	Number	Period
1	Loan	10/25/2021	206,619.00	1	
2	Payment	11/25/2021	70,360.00	3	Annual
	Date	Payment	Interest	Principal	Balance
Loan	10/25/2021				206,619.00
1	11/25/2021	70,360.00	350.97	70,009.03	136,609.97
2	11/25/2022	70,360.00	2,732.20	67,627.80	68,982.17
3	11/25/2023	70,360.00	1,377.83	68,982.17	0.00
Grand Totals		211,080.00	4,461.00	206,619.00	

Tax / Title / Licensing Fees Include
Note All Stock Units Are Subject to Prior Sale!



Board Meeting Date: 10/11/2021

TITLE: Edina Resource Center

TYPE: Consent

PRESENTER(S): Valerie Burke, Director of Community Education Services

BACKGROUND:

The funding of the Edina Resource Center was approved by the School Board in June, 2021. At that time, it was determined by the Edina Community Council, the Community Education Services Advisory Council, and the School Board through this action, that District 273's Local Collaborative Time Study commitment to the Edina Resource Center for fiscal year 2021-22 is \$66,000.

The Edina Resource Center is a collaborative effort between Edina Public Schools, the City of Edina, and the wider community. The ERC connects all people who live, work or go to school in Edina to services, providers, organizations and opportunities to meet their needs. The ERC works closely with school district representatives including school social workers, school psychologists, equity and inclusion specialists, and Early Learning Center staff.

In addition, the Resource Center Manager leads the Edina Community Council, connecting Edina Public Schools with crucial community partners including Bloomington Public Health, Hennepin County, Community Action Partnership of Hennepin County, VEAP, Edina Police, YMCA and more. The ERC continues to provide timely and needed services to our families and larger community. The Edina Resource Center is managed by Edina Community Education.

RECOMMENDATION: Approve the agreement

PRIMARY ISSUE(S) TO CONSIDER: In accordance with the agreement to be fiscal agent for LCTS (Local Collaborative Time Study) funds, approves the transfer of \$66,000 to the Edina Resource Center budget, 04-005-590-321-502-R040, for the current fiscal year, 2021-22

ATTACHMENTS: ERC Highlights 2020-21

Edina Resource Center

Connecting all people who live, work or go to school in Edina to services, providers, organizations and opportunities to meet their needs. A collaborative partnership between Edina Public Schools and the City of Edina, the Edina Resource Center works closely with school district representatives including school social workers, school psychologists, equity and inclusion specialists, and Early Learning Center staff.

2020-21 Highlights

In 2020-21, 468 households, comprised of 1,217 individuals reached out to the Edina Resource Center for personalized support in connecting with resources. Support was offered by phone and email, as in-person meetings were paused due to COVID-19. More than 1,111 referrals were made to help best meet their household situation. Fewer seniors reached out as in past years, primarily due to many seniors staying home during the pandemic. 90% of the individuals served were from families with children.

Trend continues with more people accessing resources online. EdinaResourceCenter.com provides local, timely information to help connect the Edina community to providers and resources. Activity increased by 36% with 10,902 views by 6,727 visitors. Hundreds of updates were made throughout the year to keep the community informed on the most relevant information and resources.

Most Common Needs 2020-21

Community Members who Contacted the Edina Resource Center were looking for resources related to:

- ✖ Financial Support Scholarship
- ✖ Food Resources
- ✖ Child Care
- ✖ Community Info
- ✖ Transportation
- ✖ Housing



468 households
reached out for 1:1 support
13% increase



1,111 personalized referrals



36% increase in online activity
accessing resources



225 students provided
backpacks & school supplies
donated from VEAP



144 youth had their summer
learning energized with summer
scholarships (30 with YMCA; 114
Edina Community Ed)



40 Families received
Thanksgiving Baskets from the
Rotary Clubs of Edina & Rotary
Club of Edina Morningside

Edina Community Council

The Edina Community Council is the decision-making body for the Edina Family Services Collaborative and acts as the Advisory Council for the Edina Resource Center. Our mission is to be a catalyst for Edina community efforts to strengthen individuals and families. The Resource Center Manager leads the Edina Community Council, connecting Edina Public Schools with crucial community partners including the City of Edina, Bloomington Public Health, Hennepin County, Community Action Partnership of Hennepin County, VEAP, Edina Police, YMCA and more.





Board Meeting Date: 10/11/2021

TITLE: Volunteer Program

TYPE: Consent

PRESENTER(S): Valerie Burke, Director of Community Education Services

BACKGROUND:

The Community Volunteer Program provides an invaluable connection from classroom to community. CVP creates opportunities for community members to connect with students to support the curriculum or support them personally. Volunteers are placed with careful consideration given to how their presence supports the educational objectives of a class and or the curriculum.

The community volunteer program, is managed by Community Education. Staff responsible recruit, screen, takes applications, complete orientations, coordinates background checks, and matches volunteer skills and interests with student, staff and program needs. The volunteer staff maintains a welcoming environment where volunteers find a sense of purpose and feel appreciated.

We are pleased to be welcoming in-person volunteers back into our school settings for the 2021-22 school year.

RECOMMENDATION: Approve the agreement

PRIMARY ISSUE(S) TO CONSIDER: Approve the agreement to transfer funds (\$40,000) to the Edina Volunteer Program for the above services: Please transfer to *04-005-590-321-501-R040* for the 2021-22 school year.

ATTACHMENTS: None



Board Meeting Date: 10/11/2021

TITLE: Master Agreement – Independent School District 273 and Education Minnesota/Edina

TYPE: Consent

PRESENTER(S): Nicole Tuescher, Director of Human Resources and Administrative Service; John Toop, Director of Business Services

BACKGROUND: Negotiations have resulted in a tentative agreement between Education Minnesota/Edina, who represents our teachers, and the district. This tentative agreement is to be effective July 1, 2021 through June 30, 2023. Members of the bargaining unit have approved the new contract terms and conditions of employment. These terms are reflected in the attached master agreement, which includes, but is not limited to the following changes:

1. Step movement in both years of the agreement.
2. The salary schedules, including extracurricular, extra pay and extra services schedules, will be increased by 1.5% in the first year. Those teachers currently on increment S as of the end of FY20-21 will receive a one-time payment of approximately \$310 on the December 15th pay period.
3. For the second year of the agreement, the salary schedule, including extracurricular, extra pay and extra services schedules, will be increased by 1%.
4. The district contribution for health insurance will be increased by 1% on January 1, 2023, year 2 of the agreement.
5. Removal of athletic coaching stipends from the agreement.
6. Incorporation of sick leave pool language into agreement eliminating previous disaster leave provisions.

The total compensation package is approximately 6.11%, or \$4,174,819 over the term of the contract. The total compensation package is within the adjusted parameters set by the School Board. The Superintendent supports the recommendation.

RECOMMENDATION: Approve 2021-2023 EM/E Contract

ATTACHMENTS:

1. Final EM/E Contract
2. Redline Version of Final EM/E Contract



**MASTER AGREEMENT INDEPENDENT
SCHOOL DISTRICT NO. 273
EDINA, MINNESOTA
AND
EDUCATION MINNESOTA/EDINA
JULY 1, 2021 THROUGH JUNE 30, 2023**



**Education Minnesota
— Edina —**

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I. INTRODUCTION

1.01 Master Contract

This Agreement is made and entered into by and between INDEPENDENT SCHOOL DISTRICT NO. 273, City of Edina, Hennepin County, Minnesota, ("Employer") or ("District"), and the EDUCATION MINNESOTA/EDINA ("Union").

1.02 Preamble

Recognizing that providing quality education is the paramount aim of the Employer and the Union and that the character of such education depends largely upon the quality and morale of the teaching service, we hereby declare:

WHEREAS, the Union recognizes that the Employer, under law, has the final responsibility for establishing policies for the district, provided that such rights and responsibilities are exercised by the Employer in conformity with the provisions of this Agreement;

WHEREAS, the Employer recognizes that teaching is a profession;

WHEREAS, the laws of the State of Minnesota authorize teachers and employers to negotiate in good faith for the purpose of reaching mutual agreement concerning terms and conditions of employment as defined in Minn. Stat. §179A of the P.E.L.R.A. Act of 1971, as amended, ("PELRA"); and

WHEREAS, the Employer and Union desire to incorporate their understandings into a written agreement in the belief that such action is in the best interests of the residents of the school district, the students attending school, the Employer and the teachers represented by the Union;

NOW THEREFORE, in consideration of the following mutual covenants, the Union and the Employer hereby agree as follows:

1.03 Recognition

The Employer recognizes the Union as the sole and exclusive bargaining representative for all teachers; long-term substitute teachers (substitute teachers who replace the same teacher for more than 30 duty days); and other personnel included in the appropriate unit as defined by Minn. Stat. §179A.03, Subd. 18, of PELRA. This representation excludes the superintendent, assistant superintendents, principals, assistants to the principals, directors, EAC coordinators, consultants, administrative assistants, supervisors, trainees, and confidential or supervisory employees as defined in PELRA. The term "teacher" refers to all professional employees represented by

the Union in the bargaining or negotiating unit as defined above.

The Employer will provide by October 1 of each school year a list in electronic form to the union the names, address, telephone numbers, e-mail address, full-time equivalency ("FTE") status, worksite locations and assignment of all eligible bargaining unit members employed and shall keep that list current by notifying the Union of additions and deletions as they occur.

The Employer agrees not to negotiate or meet and confer with any teachers' organization other than the Union so long as the Union is the duly authorized, exclusive bargaining agent of the District's teachers.

1.04 Rights and Privileges of the Union

1.04.1 Released Time for Union Activities

During the period covered in this Agreement the Union is allowed up to 25 days annually to be used by teachers who are officers or agents of the Union at the discretion of the Union. The Union agrees to notify the Superintendent or designee, no less than 48 hours in advance of the date for intended use of the Union leave. The cost of substitutes for 18 of the days used is borne by the Employer. Costs thereafter are borne completely by the Union.

The Union President receives a leave of absence from the 1.0 FTE teacher position that is paid by the District as described in this section. The Union will reimburse the District for one-half of this paid leave of absence (salary and benefits). The District will provide an itemized bill to the Union by May 31 for one-half of the Union president's actual salary and benefits. The reimbursement will be paid by June 30 for actual salary and benefits of the release time. The Union agrees to notify the District in writing before May 1 of each year as to who this individual will be for the following school year.

The District agrees to provide office space for the Union, for use by its President and other elected officers to conduct the business of the Union, including:

1. A minimum of a desk, desk chair, phone, and file cabinet.
2. the Union will be responsible for providing technology (excluding the telephone) used in the office.
3. The District and Union agree that Union materials in the office will be treated as confidential Union property. The office will have a lock, and access will be limited to Union officers and District

custodial employees performing routine maintenance.

Either party may cancel its participation regarding access to the office by providing notice of cancellation a minimum of 60 calendar days prior to the date of cancellation.

1.04.2 Use of Facilities

The Union has the right to use District buildings and facilities in accordance with the District's policies, rules and regulations, provided such use does not interfere with normal District activities or functions. The Union has the right to use District mailboxes and email for Union business. The Employer reserves the right to assess charges for additional custodial and operational expense beyond normal maintenance costs resulting from this use.

1.04.3 Teacher Requests for Assignments

Each teacher may submit to the Employer, in writing, any requests or preferences for teaching assignments for the following school year, in accordance with established staffing procedures. Requests or preferences may refer to a specific assignment open for the following year but may also take the form of a request for a particular type of assignment.

1.04.4 Assignments and Transfers

The Employer reserves the right to establish policies and procedures by which teachers are assigned and transferred. Disputes over the interpretation or application of these policies is subject to final and binding arbitration as established by this Agreement.

1.04.5 Board Agendas

The Employer provides access to the school board agendas and minutes for the Union President at the same time and manner they are provided to board members.

1.05 Management Rights

1.05.1 Authority of the Employer

State laws have vested in the Employer the full authority to manage, control and direct the operation of the school district, and to adopt, modify or repeal policies, rules and regulations for the district. All such authority of the Employer continues unimpaired, except as limited by a specific provision of this Agreement.

1.05.2 Provisions Contrary to Law

Any portion of this Agreement that violates any provision of state or federal laws, are null and void and without force and effect. The provisions of this Agreement are severable, and if any provision hereof or

the application of any such provision under any circumstances is held invalid, it does not affect any other provision of this Agreement or the application of such provision under other circumstances. The Employer and the Union agree to mutually amend any provision of this Agreement as necessary to comply with federal or state laws.

1.06 Teachers' Duties and Responsibilities

Basic Duties Teachers will teach in places, grades or subjects as designated by the Employer and for which they are licensed. Teachers perform all teaching and related services as directed by the Employer, use instructional materials as are approved by the Employer, and observe all policies, rules and regulations as established from time to time by the Employer. Before the end of the school year, each building administration will attempt to notify, in as far as is administratively feasible, returning teachers of their tentative teaching assignment for the succeeding school year.

Teachers will attend and participate in institutes, conferences, and meetings required by the Employer. The provisions of this section will not be inconsistent with the terms and conditions of other sections of this Agreement.

1.07 Definitions

The following definitions are applicable to terms used in this Agreement:

Teacher A "teacher" is any person employed by the Employer in a position for which such person must be licensed by Professional Educator Licensure and Standards Board ("PELSB"), excluding the superintendent, assistant superintendents, principals, assistants to the principals, directors, EAC coordinators, consultants, administrative assistants, supervisors, trainees, and all confidential or supervisory employees.

Duty Day A "duty day" is a day a teacher is required by contract to perform basic duties.

Other Terms Other terms not specifically defined herein have the meanings given them under PELRA.

1.08 Employee Rights

1.08.1 Fair Employment Practices

The Employer undertakes and agrees that it will not directly or

indirectly discourage, deprive or coerce any rights conferred by the PELRA or other state or federal laws. The Employer will not discriminate against any teacher with respect to hours, salaries, terms or conditions of employment, by reason of membership in the Union, participation in any activities of the Union or collective professional negotiations with the Employer, or institution of any grievance, complaint or proceeding under this Agreement, or otherwise with respect to any terms or conditions of employment.

The parties agree that there will be no discrimination against any teacher by reason of protected class (e.g. race, creed, ethnicity, marital status, age, sex, sexual orientation, disability, status with respect to public assistance, or national origin), and that the provisions of this Agreement are applied in a manner that are not arbitrary, capricious or discriminatory.

1.08.2 Personnel Files

Teachers may request a copy of all evaluative material generated within the District and have recourse through the grievance procedure to purge false or misleading information. The Employer may charge teachers the cost to make these copies.

1.08.3 Teacher Discipline

No teacher will be disciplined without just cause.

1.09 Meet and Confer

The Employer and the Union mutually recognize that PELRA provides for the establishment of procedures whereby the parties have the obligation to meet and confer on the District's educational policies and on matters relating to employment.

The parties agree to establish a meet and confer committee that meets at the request of either party at a mutually agreeable time to consider any matter subject to the meet and confer process under PELRA, but no less often than once every four months.

2. SALARIES AND RELATED ITEMS

2.01 Individual Teacher Contracts

All probationary teachers are employed by written contract, which will be signed by the teacher and by the Chairperson and Clerk of the Board of Education. Each probationary teacher is compensated according to the terms of the individual contract. Compensation is consistent with the specific terms and conditions of this Agreement. All continuing contract teachers receive an

annual notice of compensation by November 15, unless a new Agreement has yet to be ratified. In this case, teachers will receive the annual notice of compensation within 60 days of Agreement ratification. The notice of compensation will be consistent with the terms and conditions of this Agreement.

2.02 Salary Schedules

The salaries set forth in Appendices A and B (which are attached hereto and made a part of this contract) are effective as of July 1, 2021, and until June 30, 2023. Salary schedules apply to the performance of basic duties for 184 days, as specified in Section 5.01, during each of the above contract years. Part-time teachers contracted to work less than the full-time duty day or less than the full number of duty days in the work year will be paid pro-rata from these salary schedules.

2.03 Status of Salary Schedules

The salary schedules set forth in this contract are not, and will not be construed to be, a part of the individual contract or continuing contract of any individual teacher. These salary schedules expire as of June 30, 2023.

2.04 Pay Periods

The teacher has the option of 19 or 24 pay periods per year. Probationary teachers must state the choice when individual contracts are signed, or by May 1 of the prior fiscal year when negotiations have not been completed prior to that date. Continuing contract teachers must notify the business office by May 1 of the prior fiscal year if they want to change their payment option.

2.05 Credit for Outside Experience

Initial placement on the salary schedule is as mutually agreed upon by the teacher and the Employer.

Teachers whose Edina experience is interrupted by military service will be given experience credit on the salary schedule upon their return for the time spent in such service.

2.06 Increases in Salary

2.06.1 Training

Salary adjustments for increased training are made twice each year. The first adjustment is made during November and based upon credits and degrees

completed prior to September 1. Requests for adjustments in November must be filed on or before October 15 to be considered. Upon approval of a November adjustment, the applicable salary increase for a full contract year includes retroactive pay to the beginning of the year and the new pay rate will be paid over the remaining pay periods.

The second adjustment is made during April and based upon credits and degrees completed prior to February 1. Requests for adjustments in April must be filed on or before March 15 be considered. Upon approval of an April adjustment, one-half (1/2) of the full year salary increase will include a retroactive payment from the mid-point of the school year and the new pay rate will be paid over the remaining periods. If an official transcript from the higher education institution where the credits were earned is unavailable in time to meet the October 15 deadline, the leader of Human Resources ("Human Resources") may extend the October 15 deadline for up to 30 days upon receipt of proof of credits earned that Human Resources determines to be acceptable. Requests for salary adjustments must be accompanied by a transcript of credits earned since the last adjustment was made.

2.06.2 Training Requirements for Basic Salary Adjustment for Teachers

Training Level	Description
BA; BA+15	A bachelor's degree issued by an institution approved by the North Central Association or an equivalent regional accrediting association. Exceptions to accreditation will be granted only with the approval of Human Resources.
BA+30; BA+45	30 Quarter Hours or 20 Semester Hours. Placement will be authorized with the approval of Human Resources. Prior approval of the training program is strongly recommended.
MA; MA+15	A master's degree issued by an institution approved by the North Central Association or an equivalent regional accrediting association.
MA+30; MA+45	A master's degree plus 30 quarter hours or 20 semester hours.* Placement will be authorized with the approval of Human Resources. Prior approval of the training program is strongly recommended.
SPEC.; MA+60; DR	A specialist degree or doctorate degree issued by an institution approved by the North Central Association or an equivalent regional accrediting association. New placements for specialist and doctorate degrees will be restricted to degrees earned in education majors or programs germane to a teacher's assignment. A master's degree plus 60 quarter hours or 40 semester hours. Placement will be authorized with the approval of Human Resources. Prior approval of the training program is strongly recommended.

* Use of Prior Credit: Credits not required for the master's degree may, with the approval of the Human Resources Department, be applied to lane changes beyond the master's degree, even though such credits were earned prior to the granting of the degree.

2.06.3 Requirements for Credit Approval

Admittance to the graduate school of an institution approved by the North Central Association, or an equivalent regional accrediting association, is a prerequisite to the acceptance of salary schedule credit for graduate work. The following exceptions to this requirement are authorized:

1. Credits at the graduate level may be approved without admittance to a graduate school; however, the course must be eligible to count toward a graduate program at that institution.
2. Undergraduate credits may be approved when requested by the Employer for the good of the District. This request may be initiated by the teacher.
3. Credits may be approved for salary schedule purposes upon the completion of District organized professional growth classes that take place outside the duty day. One quarter credit may be approved for the successful completion of workshops of at least 10 hours, and two quarter credits may be approved for the successful completion of workshops of at least 20 hours. Partial credit will not be given for workshops of less than 10 or 20 hours. Teachers must receive certification of completion of the course requirements to receive credit. Teachers receiving credit will not receive any other hourly remuneration for the classes. A maximum of six credits earned under this paragraph may be allowed per salary lane change.
4. Any other exceptions to the requirements listed in this section must be approved in advance by Human Resources.

Acceptance of credit work for salary schedule purposes must be certified by an official transcript from an accredited institution.

Teachers may only receive a salary adjustment based upon credits taken during paid release time from their duty day provided they received prior approval of Human Resources.

Credit work certified for salary schedule purposes is in the teacher's major or minor field, or with the approval of Human Resources, in a related educational field. Programs specifically leading to degrees in other professional fields, including but not restricted to law and medicine, will not be approved for salary schedule placement purposes.

Social workers, without a bachelor's degree in social work and whose master's degree required 50 or more semester credits, will be granted 15 quarter credits beyond the MA level for the purposes of lane advancement.

2.06.4 Tuition Reimbursement

When the Employer requests a teacher to take a specific course or

courses from an academic institution, the Employer will reimburse the teacher for tuition costs. The Superintendent will notify the teacher in writing of the specific course or courses requested by the District for which the teacher will be reimbursed. This request may be initiated by the teacher.

Credits reimbursed in this manner will only be utilized for placement on the teachers' salary schedule with the prior approval of Human Resources.

2.07 Full Year Credit for Purposes of Step Advancement

Any teacher who works more than half the duty hours (defined as 736 of 1472) in any school year will be given one full year of credit for the purpose of step movement on the teachers' salary schedule. Any teacher who serves less than half the duty hours in any school year are allowed to accumulate these duty hours for the purposes of this provision. When the cumulative number of duty hours exceeds half the duty hours, as defined above, during any school year, the teacher is 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 duty hours toward the next "Full Year Credit" with the start of the next school year.

2.08 Payroll Deduction - Dues Check Off

Any teacher may authorize deductions from regular pay for membership dues in the Union. Additionally, a teacher may authorize deductions from regular pay for political action committee contributions; deductions must be authorized in writing. Requests for membership dues deductions must be received in writing by the business office and continues in effect from year to year unless revoked in writing between June 1 and September 1 for the following contract year. Pursuant to such authorization, the district deducts a proportionate amount of the dues from each paycheck the teacher receives during the contract year.

2.09 Tax-Sheltered Annuities

The Employer supplements the Minnesota Teachers' Retirement Association Program through a tax-sheltered annuity program. The District matches individual contributions to the annuity fund as follows:

Placement	District Match to Employee Contribution
Step A and Step B	All BA levels: Are not eligible to participate. MA levels and above: 1.5 % of basic salary.
Step C and above	Two percent of basic salary.

To become a carrier under the District's tax-sheltered annuity program, a

company must enroll a minimum of 20 employees. Any removal of an approved carrier from the list of approved carriers must be mutually agreed to by the Employer and the Union. The scheduled deadline date for the designation of a 403(b) or 457 deferred compensation carrier and the amount of the employee contribution is the first Friday of December. For a teacher who changes training levels during the school year, the appropriate increase to the Employer's matching amount will be contributed to the teacher's designated tax-sheltered annuity.

Eligibility While on Leave or Temporarily Employed

1. Temporary Employees

Teachers temporarily employed are not eligible to participate in the tax-sheltered annuity program.

2. Sabbatical Leave

Teachers on sabbatical leave are eligible to participate in the tax-sheltered annuity program.

3. Military Leave

Teachers on military leave are not eligible to participate in the tax-sheltered annuity program, except as provided for in Minn. Stat. §192.26.

4. Medical Leave

Teachers on medical leave are not eligible to participate in the tax-sheltered annuity program.

5. Long Term Leave of Absence Without Pay

Teachers on long term leave of absence without pay are not eligible to participate in the tax-sheltered annuity program.

2.10 In-District Travel

The rate of reimbursement for teachers whose regular teaching assignments requires interschool travel within a duty day is at a rate uniformly established for all district employees in accordance with appropriate I.R.S. rules.

2.11 Retirement

Teachers who retire and meet the eligibility requirements of Minn. Stat. § 471.61, subd. 2b are eligible to continue indefinitely, at their own expense, participation in the District's group health and dental plan. These teachers may also continue, at their own expense, participation in the District's group life insurance plan, to the extent and for the duration

permitted by the terms of the insurance plan. Upon becoming eligible for Medicare benefits, in order to continue on the District's health insurance benefits, the retired teacher must purchase a Medicare supplement policy directly through the hospitalization-medical insurance carrier. Payment for this coverage must be paid directly to the carrier.

2.12 Early Retirement Incentive Payment

2.12.1 Eligibility

Any teacher who has reached age 50 and who has worked a minimum of 15 full years, as defined in section 2.07 of the Agreement, in the Edina School District and who elects to voluntarily retire at the end of any academic year is eligible for a payment equivalent to 150 days of basic salary based on the last year of employment.

For part-time teachers, payment will be pro-rated based on the teacher's full-time equivalent in the teacher's last year of employment.

2.12.2 Early Retirement Incentive Payment Schedule and Distribution

An eligible teacher who retires will receive the early retirement incentive payment (150 days of basic salary) divided into two separate accounts: (1) one payment into the Health Care Savings Plan (25 percent of the early retirement incentive payment); (2) three payments into the 403(b)/457 account established by the teacher (75 percent of the early retirement incentive payment). Below is how the early retirement incentive payment will be deposited into the specified accounts:

Health Care Savings Plan ("HCSP"): For all eligible employees, the Employer deposits one lump sum, which is 25 percent of the early retirement incentive payment, into the teacher's account with the Minnesota State Retirement System's Health Care Savings Plan.

Payment Date	HCSP Amount
Prior to June 30 th of Retirement Year	25% of early retirement incentive payment

403(b)/457 Account Established by Teacher: For all eligible teachers, the Employer shall deposit three equal payments, which total 75% of the early retirement incentive payment, into the 403(b) account established by the teacher.

Payment Date	403(b)/457 Amount
July 20 th 1 st yr	1/3 of 403(b) payment
July 20 th 2 nd yr	1/3 of 403(b) payment
July 20 th 3 rd yr	1/3 of 403(b) payment

2.12.3 Early Retirement Incentive Application

Applications for early retirement incentive payment for retirement at the end of the academic year must be submitted to the Human Resources Department by February 1. The retiring teacher must provide the District with account information for the teacher's 403(b)/457 for the deposits to be made. In lieu of the early retirement incentive payments provided in this Section 2.12, a teacher may elect to receive early retirement incentive payments for which the teacher has qualified under the terms of any contract covering another bargaining unit within the district. If a retired teacher dies before all or a portion of the early retirement incentive has been disbursed, any balance remaining is paid to a named beneficiary or, lacking same, to the deceased's estate.

2.13 Employer Contribution Toward Hospitalization-Medical Insurance

2.13.1 Employer Contribution Toward Hospitalization-Medical Insurance, Employed Prior to July 1, 2011

A full-time teacher who (1) was employed as a teacher by the District before July 1, 2011 and (2) is eligible for and receives an early retirement incentive payment under Section 2.12 is also eligible for an Employer contribution toward the Employer's hospitalization-medical insurance plan equal to the Employer's contribution for single coverage at the time of retirement. The Employer's contribution will increase each year by the same amount as the Employer's contribution to single coverage for active teachers during the period of eligibility.

The Employer premium contribution identified above will cease as of (1) the teacher becomes eligible for Medicare; (2) nine years from the date of retirement; or (3) the teacher's death, whichever is earliest.

In no event will a combined total of early retirement incentive pay and additional employer premium contributions exceed one year's pay.

2.13.2 Employer Contribution Toward Health Reimbursement Account, Employed On or After July 1, 2011

Teachers hired after July 1, 2011 are not eligible for the retiree health insurance benefits under Section 2.13.1. For teachers hired after July 1, 2011 and not eligible for the contribution in Section 2.13.1, the Employer will contribute \$600 annually to a Minnesota State Retirement System's Health Care Savings Plan after the teacher receives a non-probationary continuing contract status as a teacher covered by the Agreement between the Union and the Employer.

2.13.3 Employer Contribution to Health Reimbursement Account for Teachers Having a Basic Leave Accrual in Excess of 150 Days

A full-time teacher who is eligible for and receives an early retirement incentive under Section 2.12 is also eligible for an Employer contribution toward the Minnesota State Retirement System's Health Care Savings Plan. The cumulative total of this Employer contribution will not exceed an amount determined by multiplying \$35 times the number of the teacher's accumulated unused basic leave allowance days in excess of 150, as of the date of retirement. The amount identified above will be deposited in the retiree's account with the Minnesota State Retirement System's Health Care Savings Plan.

2.14 Differential for Multi-Grade and Multi-Department Assignments

A salary differential in the amount of \$450.00 per semester is paid to each teacher who meets one of the following criteria.

1. An elementary teacher or subject-matter specialist in a multi-grade teaching assignment required and approved by the Employer. Assignments that qualify for this differential would be limited to multi-grades within a single class section for a full teaching day. This qualification would not include subject matter specialists or other teachers who teach at more than one grade level during the course of a teaching day.
2. A secondary teacher in a teaching assignment required and approved by the Employer that involves at least one hour per day for the full semester in two or more of the following departments or special areas:

Visual Arts	Music
Business & Coop. Education	Physical Education & Health
*World Languages	Natural (Biological) Science
Family and Consumer Sciences	Physical Science
Technology Education	Social Studies
Language Arts	Special Education
Mathematics	AP Computer Science
	AVID

*Each world language will count as a separate area.

3. A secondary teacher who teaches two or more separate levels of World Language or Visual Arts courses during the same class period.

3. LEAVES OF ABSENCE

3.01 Basic Leave Allowance

A leave allowance of 12 days will be granted for each school year. Leave not used during any school year may accumulate without limit. Basic leave may

be deducted in increments of four hours, six hours, or eight hours for full time teachers. For part time teachers, leave time may not be deducted in daily increments greater than the daily increment the teacher is granted at the beginning of the school year.

3.01.1 Disability Leave

A teacher may use one day of accumulated basic leave allowance for each regular teaching day the teacher is absent because of illness or physical disability, including illness or disability resulting from pregnancy or childbirth. Any teacher who has been absent may be required to present a statement from a physician verifying an illness and certifying that the teacher has recovered sufficiently to return to normal duties. Any teacher absent more than five consecutive working days must present this certification. If certification is required for an absence of less than six days, the Employer will designate the physician and pay the physician's fee. Charges for certification for absences greater than five consecutive working days will be the teacher's responsibility unless the school district requires examination by a specified physician.

A teacher who is compensated under the provisions of the Workers' Compensation Act and/or income protection insurance is paid the difference between such compensation received and the teacher's basic salary to the extent of accrued basic leave earned. Deductions are made from the teacher's basic leave accrual according to the pro-rata portion of basic leave used to supplement these benefits. While a teacher is receiving income protection insurance or workers' compensation income replacement benefits, the teacher also remains eligible for the Employer premium contribution to hospitalization-medical coverage.

3.01.2 Disaster Leave - Sick Leave Pool

For the duration of the 2021-2023 Master Agreement, the follow language sick leave pool language applies:

Purpose

1. The purpose of the sick leave pool is to support teachers who have exhausted their basic leave bank and are themselves or have an immediate family member in need of medical attention.
2. The sick leave pool coordinates with Long-Term Disability ("LTD"), which begins after teachers have been absent from their position 65 consecutive workdays. After 65 consecutive workdays the teacher must apply for LTD or return to work.

Sick Leave Committee

3. The sick leave pool is administered by the sick leave pool committee composed of 3 employees appointed by EM/E and 1 non-voting member to be appointed by the department of Human Resources. The non-voting member will assist the sick leave committee in administration of the pool.

Employee Request

4. A written request for use of sick leave pool days must be provided to human resources and accompanied by a licensed physician's verification that the teacher is unable to work due to the applicant or applicant's immediate family member's illness. For purposes of Section 3.01.2, an immediate family member includes a spouse, life partner, parent, child, or other for whom the applicant is a legal guardian.
5. The human resources department will confirm the receipt of the request within 48 business hours and forward the request to the members of the sick leave committee for review.
6. Approval of sick leave requests will be granted based on the eligibility criteria noted below.

Employee Eligibility

7. The teacher must have elected sick leave pool membership during the enrollment period to make a request of the sick leave pool.
8. The sick leave pool is available for use by teachers who have exhausted their basic leave bank and are themselves or have an immediate family member in need of medical attention.
9. The teacher must have exhausted all the teacher's basic leave allocation.
10. The teacher must provide a licensed physician's verification that the teacher is unable to work due to the applicant or applicant's immediate family member's illness.
11. Teachers who become members of the sick leave pool and who are working less than full-time are eligible for benefits only for the pro-rata portion of the school day for which they are employed.
12. Teachers on long-term leaves of absence or sabbaticals are not eligible for benefits from the sick leave pool.
13. Teachers receiving workers' compensation are not eligible to draw from the sick leave pool.
14. Sick leave days from the sick leave pool may be drawn only for designated teacher calendar duty days.
15. Benefits from the sick leave pool will end upon a member's qualification for benefits from the long-term disability insurance plan, the Teachers' Retirement Association, or Social Security.
16. A teacher cannot exceed the career maximum of 195 days of sick leave pool use inclusive of previous days used as disaster leave under Section 3.01.02.

Donation of Sick Days

17. Teachers will be able to donate their basic leave under Section 3.01 into the sick leave pool during any leave drive. All donated days will be deducted from the teachers' accrued basic leave totals under Section 3.01.
18. A leave drive will occur annually in September.
19. Should the number of days in the sick leave pool at the end of December be less than 500 days, the sick leave pool committee will decide whether a leave drive will occur or each member of the pool would be required to donate 1 day to remain in the pool.

Membership

20. Teachers are eligible to be a member of the EM/E sick leave pool.
21. To become a member of the EM/E sick leave pool, teachers must donate at least 1 day at the teacher's full-time equivalency.
22. Teachers must complete and submit a sick leave pool enrollment form to join the sick leave pool.
23. New teachers to the district may elect to join the sick leave pool within the first 60 calendar days from the teacher's start date.
24. Teachers who have not elected to become a member of the sick leave pool, may elect to become a member during a period of a sick leave pool leave

drive by contributing 1 day for each year that the teacher was eligible but declined participation.

25. A written request to withdraw from sick leave pool membership in the sick leave pool must be made to the sick leave pool committee prior to 10 duty days after the first duty day for all teachers.

26. As a condition of making a withdrawal from the sick leave pool, teachers who have accessed the sick leave pool must remain members of the sick leave pool for the duration of their career in the district.

Other Provisions

27. All days donated to the sick leave pool are irretrievable by the donor teacher.

3.01.3 Family Illness or Bereavement Leave

A teacher may use accumulated basic leave provided by the Employer for absences due to an illness, injury or death to the teacher's family member or nonrelative living in the household that relies on the support of the teacher for reasonable periods. The leave is on the same terms the employee is able to use accumulated basic leave allowance for the teacher's own illness or injury. The teacher may use accumulated basic leave at no salary deduction. For necessary absence because of the death of friends, the teacher may use accumulated basic leave at no salary deduction.

Medical leave taken under the provision is considered as a leave taken under the Family Medical Leave Act.

Teachers may, without deduction from pay or leave, also attend local funerals when the absence involves approximately two hours and when classes can be arranged for within the staff.

3.01.4 Personal Leave

Up to four days leave allowance during any one regular school year may be used by a teacher for personal leave.

Requests for personal leave must be submitted in writing to the Superintendent or the authorized representative at least three duty days in advance except in cases of extreme emergency.

A teacher making a timely request for personal leave may use such leave unless the teacher is notified that the Superintendent or Human Resources Department has denied the request because it does not meet the established percentage or numerical criteria. A teacher will be notified in writing of the approval or denial of a request for personal leave on or before the second duty day preceding the day requested, except that the Employer always has a minimum of two full duty days within which the request may be denied because it does not meet the established percentage or numerical criteria. No more than 10 percent of the teachers in any one building will be granted personal

leave for the same day. The 10 percent limitation does not restrict such personal leave allowance to less than three teachers in any single building.

On the days preceding and following a holiday, no more than two teachers per elementary building or two percent of the teachers per secondary building will be granted personal leave on the same day. In unusual circumstances, the Superintendent or Human Resources Department may elect to exceed the limitations on the number of teachers on personal leave on any given day.

3.01.5 Religious Observance Leave

Up to three days leave are granted to a teacher for required religious observance. These days must be recognized religious holidays and are not permitted for circumstances where personal alternative attendance options exist. A teacher's use of these days is deducted from the basic leave allowance. Notification must be submitted to the Superintendent, or Human Resources Department, in writing, at least three days prior to such absence.

3.01.6 Additional Personal Leave

One additional personal leave day with pay is granted to any teacher who completed the full prior school year without using any leave allowance for disability leave, disaster leave, family illness or death leave or personal leave, as provided for in Sections 3.01.1, 3.01.2, 3.01.3, and 3.01.4 of the Agreement. This additional leave day may be used at the teacher's discretion upon three duty days of written notice to Human Resources Department subject only to the numerical limitation on numbers of leaves in a single day as specified in Section 3.01.4. The teacher may request that this additional unused leave day be reimbursed at the end of the school year at the current casual substitute daily pay rate.

3.01.7 Attendance Incentive

On behalf of each teacher who meets the following criteria for use of basic leave days in a school year and who has at least 65 accrued basic leave days, the Employer will automatically deposit into the teacher's account with the Minnesota State Retirement System's Health Care Savings Plan ("HCSP") the stated number of days at the casual daily substitute rate. Such deposit will be made by June 30 of each calendar year. The teacher's basic leave day balance will automatically be reduced by an equivalent number of days.

Use of 3 or 4 basic leave days = 2 days at the casual daily sub rate

Use of 1 or 2 basic leave days = 3 days at the casual daily sub rate

Use of no basic leave days = 4 days at the casual daily sub rate

3.02 Compensatory Time

3.02.1 Guidelines

1. The accumulation of compensatory days must be pre-approved by the appropriate principal/supervisor.
2. Compensatory time is earned on a day-for-day basis. Teachers can either receive time off or compensation at the current casual substitute base rate.
3. No more than 10 percent of licensed staff in an individual building may use compensatory time on any given day.
4. No more than two compensatory days may be taken consecutively. Compensatory days may be combined with other leaves, with approval of the appropriate supervisor, one time during a career in the District.
5. Compensatory days may not be taken on District in-service days unless arranged in advance with the building principal or Director of Teaching and Learning.
6. Compensatory usage requests must be made at least three days in advance.
7. No compensatory days may be taken after May 15.
8. There is no carryover of compensatory days from one year to the next.
9. Compensatory day usage is limited to two days per year unless additional time is granted by the appropriate supervisor.
10. Appropriate uses of compensatory days are subject to annual review.

3.02.2 Approved Uses for Compensatory Days

The following guidelines are used when these opportunities are preapproved by the appropriate principal/supervisor:

1. Kindergarten Information Night and Kindergarten Registration: One day per school year.
2. Environmental Learning Camps: Up to two days can be used for accompanying students to camp during each school year.
3. College Recommendation Writing: One day of compensatory time will be granted for a minimum of 12 students who request college recommendations, to a maximum of two days per school year. Only two compensatory days may be used in any school year.
4. Early Conferences: Two days per school year. Kindergarten teachers earn one compensatory day. (Note: Kindergarten teachers have two days in September without students to conduct most of the early conferences.)

3.02.3 Unapproved Activities for Earning Compensatory Days

1. Building, department, and district meetings.
2. Weekend attendance at local, state, and national conventions and other workshops.
3. Lost prep time.
4. Duties performed as part of an extra-curricular position for which a contract has been issued.

3.03 Professional Leave

Professional leave without deduction from pay or basic leave allowance may be approved to permit attendance at professional meetings and subject matter conferences, professional visitations in an approved school system or institution of higher learning, or the carrying out of other professional duties. This leave must be approved in advance by the Superintendent or designee. Teachers applying for this leave will be notified of approval or

rejection within five working days of the application date.

3.04 Workload Relief Days

The purpose of workload relief days is to provide teachers time during the duty day to complete job-related responsibilities. Possible uses include, but are not limited to: lesson planning, team planning, assessing student work, curriculum planning and data analysis.

1. Each teacher will receive one workload relief day each year.
2. Workload relief days may only be used between October 1 and May 15.
3. A teacher must schedule to use a workload relief day at least three days prior to the date(s) requested.
4. Workload relief days are not meant to replace professional leave that traditionally has been granted for specific activities (e.g. curriculum review cycle).
5. Teachers will have no basic leave deduction for using workload relief days.
6. Teams of teachers are encouraged to schedule their workload relief days jointly, though this is not a requirement.
7. Workload relief days may not be used on Monday or Fridays without prior approval from the Human Resources Department.
8. No documentation will be required for teachers to demonstrate how they used the workload relief days.
9. Workload relief days do not carry over from one year to the next year.

3.05 Sabbatical Leave

Sabbatical leave for study or professional improvement may be approved by the Employer. The purpose of a sabbatical leave is to afford current teachers, who have been successful in their teacher endeavors, opportunities to improve and enrich their professional lives. Teachers on intensive assistance are not eligible for sabbatical leaves. In order to be eligible for sabbatical leave, a teacher must have completed at least six full regular school years of employment by the Employer since the later of such teacher's initial date of employment by the Employer or the expiration of such teacher's last previous sabbatical leave.

The Employer may post a request for sabbatical applications relating to school district initiatives. Such proposals will seek qualified applicants with an interest in the topic to consider applying for the sabbatical opportunity. This interest may coincide with the individual's graduate course work and/or final projects.

An application must be submitted by December 15 for a sabbatical leave during the next regular school year. Teachers with less than a master's degree must have been accepted in a graduate school, have attained at least a bachelor's degree plus 12 quarter hours graduate credit, and must submit for approval a tentative program leading to an advanced degree. An application by a teacher with less than a master's degree must satisfy one of the following minimum programs:

- (a) 24 semester or 36 quarter hours of graduate work without an assistantship;
- (b) 12 semester or 18 quarter hours of graduate work with an assistantship;
or
- (c) plans to write a graduate thesis or dissertation.

A teacher with a master's degree or training beyond that degree must include in the application a summary of plans for study, research and/or travel.

A sabbatical leave committee will screen the applications to select a list of finalists for leave consideration. The committee will use the criteria outlined in 3.05.1.1 to select qualified finalists. The selection committee shall include the following members: two district administrators, two principals, one elementary teacher, one mid-level teacher, one high school teacher and one teacher-at-large. The Superintendent or authorized representative will select the administrative representatives and the Union President will select the teacher representatives.

The maximum number of full-time equivalent sabbatical leaves granted for any one school year shall be one and three quarters (1-3/4) percent of the full time teachers provided a sufficient number of applicants meet the qualifications enumerated in 3.05 and 3.05.1, as determined by the selection committee. Fractions over one half (1/2) will be rounded to the next larger whole number. Fractions less than one half (1/2) will be rounded down to the next smaller whole number. Length of leaves may be for a period of one half year (first or second semester) or one full year.

A teacher who is unable to use a sabbatical leave approved by the Board is eligible to reapply for the following year, and will be given priority consideration provided the other sabbatical leave criteria are still met. If the teacher does not reapply, or otherwise fails to qualify for the sabbatical leave, the sabbatical leave will be open to other teachers who have properly submitted applications. In either event, such a sabbatical leave shall not count toward the one and three-fourths (1-3/4) percent limit

otherwise applicable to that school year.

3.05.1 Sabbatical Leave Candidate Selection

Teachers who have been granted a previous sabbatical leave from the Edina Schools and teachers applying for a travel leave without a plan for at least 12 quarter hours of study will not be considered for sabbatical leave unless additional leaves are available after all other qualified candidates have been selected.

The following procedure is used in determining which qualified applicants receive sabbatical leave:

- (a) The qualified applicants are divided into two divisions: elementary and secondary. Teachers shall be placed in the elementary division if their duty day is primarily associated with early childhood through grade five. Teachers shall be placed in the secondary division if their duty day is primarily associated with students in grade six through grade twelve. Teachers whose job assignments do not clearly align with these grade levels must, in their applications, select either the elementary or secondary division. Teachers may submit an application in only one division each application period.
- (b) The qualified applicants in each division shall be divided into two categories, BA and MA. Teachers who are below the MA level on the salary schedule shall be placed in the BA category. Teachers who are on the MA level or above on the salary schedule shall be placed in the MA category.
- (c) Sabbatical leaves are granted in the elementary and secondary divisions in the same proportion as total teachers in the elementary and secondary divisions in the school system. The definition of elementary and secondary teachers will be as previously defined in 3.05.1. Calculations shall be rounded to the nearest whole number.
- (d) In each division sabbatical leaves are granted in the BA and MA categories in the same proportion as total BA and MA teachers in the division. The definition of BA and MA teachers will be as previously defined in 3.05.1. Calculations are rounded to the nearest whole number.
- (e) In the event of a deficiency of applicants in one or more of the categories, qualified applicants from the other category in that division will fill the vacancy or vacancies.
- (f) In the event of a deficiency of qualified applicants in a division, qualified applicants from the other division will fill the vacancy or

vacancies.

The proportional allocations described in paragraphs (c) and (d) do not apply until at least one sabbatical leave has been allocated to each of the BA and MA categories at both the elementary and secondary divisions. If there are fewer than five sabbatical leaves available in total, they will be granted on the basis of factors listed below.

3.05.1.1 Selection Criteria

The sabbatical application form will provide applicants with direction and proposal evaluation criteria. The following factors will be considered in selecting the list of qualified applicants and in determining which qualified applicants should receive a sabbatical leave if there are more qualified applicants than sabbatical leaves available. These factors are not listed in priority order.

1. Proximity to degree sought. With current emphasis upon attainment of advanced degrees, those teachers who are closest to fulfilling requirements for an advanced degree will be most likely to confer the greatest benefit upon the District and themselves by receipt of a sabbatical leave. In addition, those who expended the energy, time, and financial resources in earning graduate credits would be most likely to make optimum use of the educational opportunities provided by the sabbatical leave.
2. Relevance of qualified applicant's program to their role in the District. The applicant should clearly identify within the application how the sabbatical proposal is relevant to the applicant's role in the District and how it relates to District initiatives and how it relates to student achievement. The school's primary objective in a sabbatical leave program should be to enhance the teacher's competence in his or her present function rather than to provide mobility from one field to another. For example, a teacher working toward an advanced degree in her/his teaching field should have priority over a teacher working toward a degree in administration or counseling. Programs specifically leading to degrees in other professional fields, including, but not restricted to law or medicine, shall not be approved for sabbatical leave.
3. Relevance to goals and strategic plans of the district and/or school building. The applicant should clearly identify within the application how the sabbatical proposal is relevant to school district initiatives and how it relates to student achievement.

4. Length of Service. After the above factors have been considered, if two or more candidates are considered equal, remaining leaves shall be granted on the basis of seniority in the district.
5. Applicants will be informed in writing of the final status of their sabbatical application by January 15. For applicants whose applications were denied, sufficient feedback will be provided to assist the applicant should he or she decide to reapply for a sabbatical leave in the future.

A sabbatical leave for one regular school year is conditioned upon agreement by the teacher to return to teach for the Employer for at least two full regular school years following the leave. A sabbatical leave for one-half (1/2) of a regular school year is conditioned upon agreement by the teacher to return to teach for the Employer for at least one full regular school year following the leave. If a teacher chooses not to return for service following sabbatical leave, the teacher will refund to the District the total cost of basic salary and benefits paid to the teacher while on sabbatical leave. Benefits costs to be reimbursed include: FICA, TRA, Health, Dental, Life Insurance, and LTD Insurance.

A teacher must secure written approval from the Superintendent or designee if the teacher desires or intends to significantly alter the approved sabbatical leave plan.

3.05.2 Sabbatical Leave Salaries

A teacher's salary while on the sabbatical leave will be 50% of the annual basic salary such teacher would have received in the absence of a sabbatical leave, except that the salary of a teacher who has completed at least 11 full regular school years of employment by the Employer since the termination of the last sabbatical leave for such teacher will be 75% of such annual basic salary. However, compensation by the Employer during a sabbatical leave shall in no event exceed a sum which, when added to all grants, aids, G.I. Bill and similar payment (but excluding compensation for services rendered for assistantships and the like) equals the total basic annual salary such teacher would have received in the absence of the sabbatical leave.

Salary for a part-time sabbatical leave shall be pro-rated for the period of the leave.

Those teachers eligible to receive 50% of annual basic salary may elect to receive 75% of annual basic salary for the period of the leave and 75% of annual basic salary for a succeeding equal period of time.

A teacher on sabbatical leave remains eligible, upon request, for participation in all insurance programs for teachers. The Employer contribution toward such insurance coverage shall bear the same ratio to the normal Employer contribution for such teacher in the absence of a sabbatical leave as the ratio of such teacher's salary while on sabbatical leave to such teacher's annual basic salary. Each teacher electing to continue insurance coverage while on sabbatical leave shall contribute, through payroll deduction, any excess premium over the Employer contribution.

3.05.3 Changes in Training Level

Individuals selected for sabbatical leaves may apply for a change of training level if all appropriate work has been completed by June 30 of the summer immediately preceding the leave.

This request for increased training level shall be made in a timely fashion to conform with the provisions of Section 2.06.

3.06 Long Term Leaves of Absence Without Pay

Long term leaves of absence without pay may be requested. To be eligible for this leave a teacher must have completed five full regular school years of service with the Employer. This leave does not commence prior to the teacher's sixth year of employment.

All long term leaves of absence except for medical reasons must be requested prior to February 1. If the criteria are met, the leave will be approved by the Employer for an initial period of one regular school year, except that a leave of absence due to medical reasons, if approved, will be for an initial period of the remainder of the regular school year in which such leave begins. Not later than February 1 of each regular school year, a teacher on a long term leave must either notify Human Resources Department of intent to return at the beginning of the next regular school year or request a renewal of the long term leave of absence. Failure of the teacher on long term leave of absence without pay to notify of the intent to return or renew is deemed a resignation and the teacher's employment with the district will be terminated. Each renewal of a long term leave of absence will be for a period of one year. No long term leave will be for a total period of more than five years.

A teacher granted a long term leave of absence will be returned to employment at the end of this leave of absence to a position for which the teacher is licensed. Failure to return upon expiration of the leave of absence will result in termination of employment.

A teacher on a long term leave of absence remains eligible, upon request, for participation in all insurance programs for teachers other than income protection insurance but must pay the entire premium for any elected insurance coverage. Premium payments must be received by the business office at least one month in advance.

No teacher will be granted experience credit while on long term leave of absence.

3.06.1 Career Change Leave of Absence

A teacher may request a leave of absence during a school year under the following circumstances:

1. The purpose must be for a career change opportunity only.
2. The Employer reserves total discretion to grant or deny such a request, and to establish the effective date of such leave if granted. No teacher, nor the Union, has any cause, whatsoever, to seek redress or review of the decision of the Employer on such a request, nor shall such decisions be subject to arbitration.
3. A leave of absence granted during the school year, regardless of how many duty days have been served by the teacher, is considered a full year leave of absence and no experience credit for that year will be granted.

All provisions and requirements enumerated in Section 3.06 (Long Term Leaves of Absence Without Pay) apply unless expressly superseded above.

3.07 Parental Leave

3.07.1 Parental Leave Without Pay

A teacher will be granted a leave of absence without pay for a period of up to 12 months for the purpose of providing full-time care for a newborn or newly-adopted child or children. Whenever possible, the teacher will submit a completed Request for Leave of Absence Form for this parental leave without pay to the Human Resources Department at least four months prior to the expected commencement of the leave. The Employer will use a long-term substitute, if necessary, to fill a vacant position resulting from a parental leave.

Once a parental leave without pay has started, use of accumulated disability leave may no longer be available for the remainder of the leave without pay.

Following return to active teaching duty, the teacher will be credited with the amount of the teacher's unused leave allowance as of the date of commencement of the unpaid parental leave.

3.07.2 Parental Leave with Pay

A teacher may use up to 30 days of accumulated basic leave for the birth of a child. These days need not be consecutive. Plans that include non-consecutive days are subject to mutual agreement between the Employer and the teacher. These days may be used by either parent prior to and/or after a period of physical disability arising out of the birth of a child.

1. All teachers may use one day of accumulated basic leave allowance for each duty day the teacher is absent because of illness or disability resulting from pregnancy or childbirth.
2. 10 days or more: A teacher who uses 10 or more accumulated basic leave days for illness or disability resulting from pregnancy or childbirth may use an additional 20 days of accumulated basic leave for the birth of a child as parental leave with pay.
3. Less than 10 days: A teacher who uses less than 10 accumulated basic leave days for illness or disability resulting from pregnancy or childbirth may use an additional accumulated basic leave, up to a total of 30 basic leave days, for the birth of a child as parental leave with pay.
4. The teacher must have accumulated basic leave adequate to cover the paid leave time. All basic leave days used will be deducted from accumulated basic leave days.

Examples of application of this provision can be found in Appendix G.

3.07.3 Parental Leave for Adoption

By mutual agreement between the Employer and the teacher, a teacher may use up to 30 days of accumulated basic leave prior to and/or after the adoption of a child. These days need not be consecutive.

3.07.4 Other Parental Leave Provisions

In approving a parental leave of absence, the Employer will confirm to the teacher approval of the parental leave, including the date on which the parental leave will end. A teacher may return to work prior to the date designated in the approved parental leave only if approved by the Employer at its sole discretion. Failure to return to work on the designated date will be considered a voluntary termination of employment unless a leave extension is approved by the Employer. If the parental leave includes a period of disability for the teacher, the teacher must provide the Employer with medical certification of ability to work.

A teacher returning from parental leave will be returned to the position held when placed on leave, or if not available, to any other position for which the teacher is licensed, subject to the reduction of position provisions of this Agreement.

A teacher on parental leave remains eligible, upon request, for participation in all insurance programs for teachers other than income protection insurance but must pay the entire premium for all selected insurance

coverage. Premium payments must be received by the business office at least one month in advance.

3.08 Judicial Leave

A teacher called for jury duty or who is subpoenaed is compensated for the difference between the teaching pay and the pay received for the performance of this obligation.

3.09 Leave for Holding Public Office

A leave of absence not to exceed four years is granted to any teacher upon application for the purpose of serving in a public office at the local, county, state, or national level. No teacher will be granted experience credit while on this leave of absence.

3.10 Military Leave

Leaves of absence for military service will be granted in accordance with all requirements of federal and state law.

A teacher on military leave is not eligible for insurance coverage while on leave, except as provided in Minn. Stat. §192.26, and except that such teacher may request continued life insurance coverage. The amount of life insurance coverage available through the Employer will be reduced by the amount of life insurance coverage provided by the government. All premiums for this continued life insurance coverage are paid by the teacher. Premium payments must be received by the business office at least one month in advance.

3.11 Selective Service Physical Examination

Teachers called for a selective service physical examination are granted a day of leave without loss of pay if this examination occurs during the duty day.

3.12 Non-Instructional Positions for Teachers

The Employer may create special positions for teacher who serve the Employer in a unique capacity. The purpose of these positions is to utilize the experience, licensure, formal education, and special skills of individual teachers to perform unique, seasonal, and/or support tasks to augment the duties necessary for completion of the District's mission. The potential number of these positions will be determined at the sole discretion of the Employer. These special positions for teachers may be posted as teacher coordinators, teacher facilitators, coaches (e.g. peer, rigor, literacy), specialists, or

teacher on special assignment positions ("TOSA"). Any special positions as part of the alternative compensation program are bound by the terms of the program and any alternative compensation agreements. TOSA positions will be posted by the Employer as such a position.

In the event a non-instructional teaching position extends beyond one year, continuance of a teacher serving in such position is contingent on a satisfactory review of the teacher's performance. The Employer reserves discretion to grant or to deny the continuance of a teacher in a non-instructional teaching position beyond one year. No teacher nor the Union has cause, whatsoever, to seek redress or review of the decision of the Employer to not continue a non-instructional teaching positions beyond one year, nor will its decisions be subject to arbitration.

In the event an incumbent in a non-instructional teaching position is not renewed for a position that extends beyond one year, the position will be posted. If the duration of the non-instructional teaching positions is less than seven years, the teacher will be returned to the same position held prior to the non-instructional assignment or if not available, to any other position for which the teacher is licensed. If the duration of the non-instructional teaching positions is seven years or more, the teacher will be placed in a position of the teacher's licensure.

If the TOSA position extends for a duration more than three school years, the district will post the position for application every three years. The Employer may use its discretion to post the position internally or externally, during the spring staffing for other interested applicants. The incumbent in the TOSA position may also apply for the TOSA posting. Preference for the TOSA postings will be given to teachers with successful teaching experience with the Employer.

3.13 Superintendent Discretionary Leave

Other types of absence not included herein are subject to the discretion of the Superintendent.

3.14 Shared Contracts

Teachers sharing a contract will be granted a half-time (.5) leave of absence.

4. INSURANCE

4.01 Group Insurance Policies

a. During the term of this Agreement, the Employer will provide all teachers who work 30 or more hours per week the program of group insurance coverage described in this Section. Part-time teachers contracted to work at least 20 hours per week but less than 30 hours per week are eligible for prorated Employer insurance premium contributions but must pay any additional premium through payroll deduction. A teacher's eligibility for benefits is governed by the terms of the master insurance contracts in force between the Employer and the insurers providing such coverage. If there is a change in any of the employer sponsored group insurance plans or carriers that the bargaining unit has committed to participate in, the matter will be referred to the Insurance Committee for recommendation to management.

b. Basic life, accidental death & dismemberment ("AD&D") and income protection insurance coverage are based upon a teacher's salary for required annual duty days and FTE based upon the school year calendar and does not include optional duty days during the summer. Teachers required to work duty days in addition to the regular 184 day work year will be provided basic life, AD&D and income protection insurance coverage based on a salary that includes the additional required duty days. Basic life, AD&D and income protection insurance coverage for teachers who are on an unpaid leave during the duty year is reduced by the amount of salary reduction incurred by the unpaid leave.

4.02 Life Insurance and Accidental Death and Dismemberment Insurance

Each full-time teacher is eligible for basic group term life insurance coverage in an amount equal to one and one-half (1 1/2) times the basic annual salary specified in such teacher's individual contract rounded up to the next higher \$1,000, if not already a multiple of \$1,000.

Example: A teacher whose basic annual salary is \$30,000 would be insured for \$45,000.

Salary for the purpose of life insurance means the compensation provided under Appendices A & B of this Agreement, as modified by paragraph 4.01(b) if applicable. Teachers required to work duty days in addition to the regular 184 day work year, excluding optional duty days served during summer months, will be provided life insurance coverage based on a salary that includes the additional required duty days. Life insurance for teachers who are on an unpaid leave during the duty year is reduced by the amount of salary

reduction incurred by the unpaid leave.

Each full-time teacher is eligible for accidental death and dismemberment insurance coverage in whole thousands to an amount equal to three times the whole thousands of basic annual salary specified in such teacher's individual contract. Salary for the purpose of accidental death and dismemberment means the compensation provided under Appendices A and B of this Agreement, as modified by paragraph 4.01(b) if applicable. The Employer pays the entire premium for this coverage.

Each full-time teacher may apply for supplementary group term life insurance coverage in multiples of \$10,000 from \$10,000 to \$300,000. Teachers electing this coverage may also apply for dependent coverage in multiples of \$5,000, from \$5,000 to \$300,000 for the spouse not to exceed the amount of the teacher's supplemental coverage. Teachers electing supplementary coverage for themselves may also elect dependent life insurance in the amounts of \$2,500, \$5,000 or \$10,000 for each dependent child under age 19. Premiums for all supplementary coverage must be paid by the individual teacher through payroll deduction.

Life insurance coverage is reduced by 35% when an employee reaches age 70.

4.03 Income Protection Insurance

Full-time teachers are eligible for income protection insurance. The Employer contributes 100% of the premium cost of the income protection plan as provided by the insurance policy between the carrier and the Employer. In the event of a disability, the plan provides an income benefit equal to 2/3 of the salary. Salary for the purpose of income protection insurance means the compensation provided under Appendices A and B of this Agreement, as modified by paragraph 4.01(b) if applicable. Teachers required to work duty days in addition to the regular 184 day work year, excluding optional duty days served during summer months, will be provided income protection coverage based on a salary that includes the additional required duty days. Eligibility for disability benefits under this plan commences after a waiting period of 65 duty days and continue through the end of the disability, or until age 70, whichever comes first.

4.04 Hospitalization-Medical Insurance

Each full-time teacher may enroll for Single, Single + One, or Family coverage in the Employer's hospitalization-medical insurance program(s). Participation in these programs is voluntary.

The monthly Employer contribution follows:

Type of Coverage	Effective 07/01/21	Effective 07/01/22	Effective 01/01/23
Single	\$662	\$662	\$670
Single + One	\$1086	\$1086	\$1098
Family	\$1437	\$1437	\$1452

If the teacher selects a hospitalization-medical insurance plan for which the monthly premium is less than the Employer contribution, the Employer will deposit, into the teacher's health savings plan, the difference between the Employer contribution and the amount of the monthly premium.

Each teacher enrolled in the program contributes, through payroll deduction, any excess of the semi-monthly premium over the Employer contribution toward the type of coverage for which the teacher has enrolled.

If two full-time employees in this unit are married and covered under one Family or one Single + One policy and one spouse has waived coverage, the employee enrolled in the coverage will receive the following monthly contribution:

Type of Coverage	Effective 07/01/21	Effective 07/01/22	Effective 01/1/23
Single + One	\$1749	\$1749	\$1768
Family	\$2097.33	\$2097.33	\$2118

4.05 Hospitalization-Medical-Dental Insurance

EC/FE teachers who are assigned hours in the Early Learning Center under the Community Education Services' ("CES") Guidebook may combine their EC/FE hours and CES hours to determine eligibility for Hospitalization-Major Medical insurance benefits.

4.06 Dental Insurance

The Employer provides a dental insurance program for full-time teachers. Participation in this program is voluntary. Each teacher enrolled in the program contributes, through payroll deduction, any excess of the semi-monthly premium over the Employer contribution toward the type of coverage for which the teacher is enrolled. The monthly Employer contribution follows:

	Effective 07/01/21
Monthly Employer Contribution	\$61

If two full-time teachers in this unit are married and covered under Family or Single + One policy and one spouse has waived coverage, the teacher

enrolled in the coverage will receive up to the following monthly contribution:

	Effective 07/01/21
Monthly Employer Contribution	\$117

In no case will the teacher enrolled in the coverage receive more than the total annual premium rate for the plan in which the teacher is enrolled.

4.07 Liability Insurance

The Employer will provide advance notice to the Union and the opportunity to bargain before implementing any change reducing the scope of the liability insurance coverage for teachers provided by the Employer.

5. DUTY DAYS AND HOURS

5.01 Duty Days

The School Board will establish the school calendar for the succeeding school year prior to April 1 each year. The number of duty days for the school year is 184 days for returning teachers and 187 for teachers new to the District in a particular year. The School Board adopted calendars are attached hereto and are a part of the Agreement (Appendices F and G).

The following changes must be mutually agreed to by the Employer and the Union in a Memorandum of Understanding:

1. Any change to the length of the student instructional day beyond 5 minutes at any site;
2. Any school calendar that starts prior to August 15 or ends after June 15; or
3. Any school calendar that requires any teacher to work a "stretch" calendar in which some duty days are scheduled outside the parameters of #2 above.

Each year, teachers have three data days: one at the semester break, one at the end of the school year, and one floating day at either the beginning or end of the school year. Each building determines when its floating data day occurs. Data days are reserved for teachers to complete their job responsibilities individually. A data day is a day in which a teacher will not be required to attend a district or building meeting.

5.01.1 Newly-Hired Teachers

All teachers hired by Edina Public Schools will work three additional duty days during their first year in the District. Teachers will be compensated at their daily pro-rata amount for each of the additional duty days.

Additionally, teachers in their first year in the District who have less than three full years of full-time, creditable teaching experience as determined by the District will be required to participate in the New To Edina Teacher Training ("NETT") program. This program will be offered for graduate credit or for District credit toward increases in training levels on the salary schedule.

5.01.2 Flexible Delivery of Professional Development

The Employer and Union agree that there may be opportunities to deliver building or district professional development that occur beyond the scheduled duty day (e.g. online employee development, evening or weekend sessions). When such opportunities arise, the Employer and Union will work collaboratively to establish memoranda of understanding to address any variances from the School Board approved calendar.

5.02 Salary Deduction and Pay

When salary deductions are required for duties not performed and not covered by leave policies, they shall be made at the rate of 1/184 for teachers. Positions requiring basic contract service beyond the normal school year shall be prorated on the same basis (i.e. 1/184) of annual basic salary to be added for each additional day of service beyond that in the normal school year.

5.03 Legal Holidays and Emergency Closings

Each teacher performs services on those duty days designated by the Employer, including those legal holidays on which the Employer is authorized to conduct school. Instruction days canceled due to energy shortages, severe weather or any other emergency may be rescheduled at the Employer's discretion, and teachers will perform services on these rescheduled days, if any. The rescheduling of canceled days may include adjustments in the length of the work day (e.g. to allow a 4-day work week of longer work days), provided that the total weekly hours required of a teacher are not increased. If canceled days are made up, the Employer will make reasonable efforts to reschedule these days prior to the last regularly scheduled work day for the school year. See the MOU entitled Flexible Learning Days for additional information regarding emergency closures.

5.04 Hours of Employment

Each teacher is expected to devote 40 hours per week to the

performance of basic duties. Daily time schedules are as established by the Employer, with the length of the overall teacher's day being eight hours inclusive of a one-half (1/2) hour, duty-free lunch period. All professional learning communities ("PLC")/collaborative team time is scheduled within the duty day.

5.04.1 Changes in Days and Hours

The Employer recognizes the right of the Union to meet and confer regarding the rescheduling of days, changes in the length of the work day, and any other changes in the school calendar.

5.05 Preparation Time

The amount of preparation time per day for each teacher may be up to 10 minutes less than the daily allocated minutes, provided that the total number of minutes of preparation time in a given week is equal to or greater than the daily average of allocated minutes per day multiplied by the number of days worked that week as provided for in Minn. Stat. §122A.50. Preparation time will be allocated in one or two blocks of time. A request for a variance from the above must be forwarded in writing by an individual teacher to the District and to the exclusive representative for approval.

5.06 Duty-Free Lunch Period

All teachers will have a one-half (1/2) hour, duty-free lunch period. No duties, unless mutually agreed to by teacher and Employer, are assigned during the duty-free lunch period except in the case of emergency to protect the health and safety of students and the property of the Employer.

5.06.1 Teachers Assigned to More Than One Building

Teachers assigned to more than one building ("traveling teachers") during any one duty day receives a one-half (1/2) hour duty and travel-free lunch hour. Traveling teachers receive a minimum of 20 minutes to travel from building to building. The overall length of the traveling teacher's day is eight hours inclusive of a one-half (1/2) hour lunch period.

Traveling teachers assigned to more than one building will be provided space at each building for their scheduled time at the building. Traveling teachers assigned to more than one building will receive preparation time in accordance with Section 5.05.

5.07 Supervisory Responsibilities

In addition to basic responsibilities for pupil direction and supervision in a direct teaching capacity, teachers may be required to perform

supervisory functions in non-instructional situations for up to 5 hours annually as a part of their basic duties. Teachers assigned to more than one building in a school year are exempt from this requirement. As a part of such duties, a secondary teacher may be required to supervise up to one evening activity (e.g. dances, parties, plays) each school year.

If it is necessary for additional supervisory assignments to be made during the school year, administrators will first seek volunteers to fill these assignments. If volunteers do not fill the additional supervisory assignments, the assignments will be made by mutual agreement or on a reverse seniority basis (i.e. the least senior teacher in the building will receive the first extra assignment for one day, then the next least senior teacher, etc.).

Periodically, it is necessary for principals to utilize teachers in a supervisory capacity during their unassigned period. If teachers are assigned direct supervisory responsibilities outside the instructional area in excess of 5 hours during the regular school year, they will be compensated at the rate of 1/1472, of their annual basic salary for each hour of the assignment beyond the 5 hours.

Teachers who are required by the building administrator to substitute for another teacher during their unassigned period (minimum of 45 consecutive minutes) are compensated at the rate of 1/1472 of their annual basic salary for each hour of this assignment. Hours for which a teacher is compensated under this provision are not counted toward the 5 hour annual supervisory requirement. The provisions of this section does not apply to substituting responsibilities requested by another teacher, as approved by the building administrator.

If there is no available substitute for a class, and a teacher is assigned to provide coverage, students may be divided among other teachers' classrooms. The teachers who gain students are compensated at the rate of 1/1472 of their annual basic salary for each hour of such assignment.

If non-grade level or non-classroom teachers have their regular student contact responsibilities cancelled because they are re-assigned to provide substitute coverage, due to the shift in the normal workload the teacher is compensated at the daily sub rate.

5.07.1 Records Maintenance

Building principals, or their designees, will keep a record of such non-instructional supervisory assignments. This record is available for inspection upon request.

Supervisory responsibilities as described herein do not include activities that are incorporated in the Extracurricular, Extra Service, or other salary schedules for which compensation has been established, or meetings and conferences initiated by the building principal.

5.08 Secondary School Advisory

Secondary School Advisory is a time for teachers to check in with students on academic progress and provide academic and affective support to a small group of students. Advisory may consist of the following:

1. Grade/progress checks with students.
2. Conferences scheduled with parents of advisory students.
3. Provided advisory lesson plans. Teachers are not expected to create lessons for advisory. When lessons or presentations are necessary, they will be created by administration or an advisory planning committee. Teachers chosen to serve on the advisory planning committee will receive an annual stipend of \$1,000. Although teachers will not be responsible for creating lesson plans, it is recognized that it will take time to prepare for the presentations of weekly lesson or presentation and to prepare for student grade checks, so advisory time will be included in the calculations for daily prep time.

6. UNREQUESTED LEAVES OF ABSENCE

6.01 Purpose

The Article sets forth a plan for providing unrequested leaves of absence without pay for as many teachers as may be necessary because of discontinuance of position, lack of pupils, financial limitations, or merger of classes caused by consolidation of districts, or other reason permitted by law. This Article has been agreed upon by the Employer and the Union pursuant to the provisions of Minn. Stat. §122A.40, Subd. 10.

6.02 Seniority Date

Seniority is based upon continuous and unbroken employment with the Employer from the most recent date of hire, including periods of employment outside the appropriate unit and periods on authorized leaves of absence.

Each teacher employed pursuant to Minn. Stat. §122A.40 will be assigned a seniority date based on the first day of actual service for the Employer. The original seniority date is retained a teacher who has been terminated by resignation or termination pursuant to Minn. Stat. §122A.40

but whose employment was subsequently reinstated by the Employer without interruption of service for any other reason.

6.03 Seniority List

The full-time and part-time seniority lists are a single seniority list, with the seniority number reflective of teachers' teaching status on June 30, 2009. All full-time teachers employed in the District on June 30, 2009, have a greater seniority number than the part-time teachers employed on June 30, 2009.

Teachers who begin their service after July 1, 2009, will be placed on the single seniority list.

Any teacher on the seniority list described in this section who subsequently is employed as an EC/FE or hourly teacher retains the seniority number on this seniority list in addition to having a seniority number on the appropriate EC/FE or hourly teacher seniority list.

6.03.1 New Licenses

A new license becomes effective on the date it is filed with the Human Resources Department. Only those licenses filed on or before May 1 or the date of Board action eliminating positions, whichever is earlier, may be used to exercise bumping rights. Only those licenses filed before a notice of recall is issued may be used for recall rights.

6.03.2 Licenses

Teachers are not entitled to another position in which they are licensed if they fail to renew the license in the area which they are currently employed.

6.04 Seniority List Preparation

The Employer will prepare a seniority list in order of seniority number, the seniority list contains the teacher's seniority number, seniority date, name and area(s) of licensure for each teacher. All individual signed contracts are time-stamped upon receipt by the office of the Human Resources Department and listed on the seniority list in the order in which their signed contracts were received. The Employer will provide one copy of the list to the Union and will post one copy of the list in each school building on or before December 1 of each year.

The seniority lists are "approved" and conclusively deemed correct for all future years if there is no grievance filed within 30 days of the posting. No teacher has the right in any subsequent year to grieve the teacher's

seniority ranking relative to other teachers if that ranking was included in an earlier approved list. Teachers newly added to a seniority list may challenge the correctness of their placement on the list within 30 calendar days after the date of posting. In the event that no grievance is filed within 30 days, the new information is incorporated into the approved list.

6.05 Unrequested Leaves of Absence

The Employer may place on unrequested leave of absence as many teachers as may be necessary because of discontinuance of position, lack of pupils, financial limitations, or merger of classes caused by consolidation of districts, or other reason permitted by law. In the reduction of teachers in any field in which licensing is required by the PELSB, teachers so licensed and currently teaching in this field will be placed on unrequested leave of absence in the inverse order of their position on the seniority list. No teacher who has acquired continuing contract rights will be placed on unrequested leave of absence while a probationary teacher is retained in a position for which the continuing contract teacher is qualified and licensed.

If an unrequested leave of absence for any teacher would result in any violation of the Employer's affirmative action program, the Employer may retain the teacher with less seniority and the next senior teacher in the field will be placed on unrequested leave of absence. Any teacher placed on unrequested leave of absence pursuant to this Section 6 will be notified, in writing, by personal delivery or U.S. mail, of this placement or unrequested leave of absence by the date required by law (currently July 1), together with a statement of the reasons for the placement. This notification must be sent simultaneously to the Union.

6.06 Bumping Rights Procedures

The Employer provides written notice by personal delivery or U.S. mail to each teacher it proposes to place on unrequested leave of absence. This notification is sent simultaneously to the Union. A teacher proposed to be placed on unrequested leave of absence (whether or not a member of the appropriate unit) may elect to displace the teacher with the most recent seniority number who is employed in a position for which both are qualified and licensed by the PELSB. A teacher so displaced is notified of proposed placement on unrequested leave. A teacher is considered to be "qualified" for the purpose of this Article only if the teacher has a major in the subject matter or field and full time licensure by the PELSB. A teacher must provide written notice stating that the teacher is exercising bumping rights

to the office of the Human Resources Department within 10 calendar days from the date of notice of placement on unrequested leave of absence. If the Employer gives written notice stating its determination that there are no positions into which the teacher is entitled to bump, the teacher has 10 calendar days from the date of notice to review the District's assignment schedules and specify in writing all teaching positions into which the teacher claims to be entitled to bump. No bumping rights may be exercised into a position not identified. A teacher placed on unrequested leave of absence pursuant to this Article must be notified, in writing, by personal delivery or U.S. mail by the date required by law (currently July 1). This notification is sent simultaneously to the Union.

6.07 Status While on Leave

An unrequested leave of absence is effective no later than the close of the school year or at such earlier time as mutually agreed between the Employer and the individual teacher. A teacher placed on unrequested leave of absence remains eligible for group insurance benefits at the teacher's expense. A teacher electing to continue group insurance benefits must arrange for the prepayment of premiums through the District's group insurance administrator on a monthly basis. A teacher on unrequested leave may engage in teaching or any other occupation during the period of this leave and may be eligible for unemployment compensation pursuant to the criteria for eligibility under the Unemployment Insurance Law.

6.08 Recall

Except as otherwise provided in this Section, no new teacher will be employed by the Employer while there is available on unrequested leave of absence a teacher who is properly qualified and licensed to fill the vacant position. A teacher placed on unrequested leave of absence will be recalled, as positions become available, to the position from which the teacher was placed on leave or to any other position for which the teacher is qualified and licensed. Reinstatement is in the inverse order of placement on leave: the last teacher placed on unrequested leave of absence who is qualified and licensed for the position is the first teacher recalled to an available position.

Notice of recall by the Employer is complete upon mailing the notice by certified mail addressed to the last known address provided by the teacher to the Human Resources Department, or by personal delivery, with this notice sent simultaneously to the Union. If notice of recall is given to any teacher on or

after August 16 of any school year, the teacher has the right to defer the effective date of return to actual service until the beginning of the next succeeding school year; provided, however, that any teacher so deferring the date of return to actual service signs an individual teacher contract for the next succeeding school year. A teacher who was granted an approved leave of absence prior to placement on unrequested leave of absence also has the right to defer the effective date of recall to return to actual service until the expiration date of the original approved leave of absence but must sign an individual contract for the return to work. Teachers with current classroom teaching assignments are not eligible to return to a mid-year vacancy occurring after September 15 but have the effective date of return to actual service deferred to the beginning of the next succeeding school year, provided that the teacher signs an individual teacher contract for the next succeeding school year.

Any teacher accepting recall must notify the Employer of this acceptance in writing, by certified mail, including notification of any election to defer the effective date of return to actual service, within 15 calendar days after the mailing date of the notice of recall. In the event a teacher accepts recall but the effective date of return is deferred, the Employer is free to fill the vacant position on a temporary basis from any source, without regard to teachers remaining on unrequested leave of absence. The Employer is also free to fill any position on a temporary basis pending completion of the recall procedure.

A teacher on unrequested leave of absence will not lose recall rights by reason of refusal to accept a position for which the teacher is qualified and licensed which has fewer hours per week than contracted for at the time of being placed on unrequested leave of absence.

6.08.1 Involuntary Transfer of Senior Teachers

The Employer is not required to transfer more senior teachers involuntarily for the purpose of affecting the order in which less senior teachers are placed on unrequested leave, or bumped, or recalled from unrequested leave. The Employer may continue to assign varying class sections in two or more fields to any full-time position combining such fields that was in existence in the school year preceding the year of placement of teachers on unrequested leave of absence. The Employer is not required to split existing full-time assignments combining more than one field into separate part-time positions for the purpose of affecting the order in which teachers are placed on unrequested leave, or bumped, or

recalled from unrequested leave; provided, however, that a teacher who has ten years or more of seniority as of September 1 of the current school year who would otherwise be placed on unrequested leave may continue to require that a combination full-time assignment be split into separate part-time positions in order to avoid being placed on unrequested leave. Teacher assignments will continue to be governed by the criteria set forth in Section 1.04.4.

6.09 Termination of Rights

A teacher's seniority rights, unrequested leave of absence, and recall rights, if any, terminate upon the earliest of the following events:

- (a) Resignation;
- (b) Retirement;
- (c) Discharge or termination of contract;
- (d) Failure to return at the expiration of a leave of absence;
- (e) Failure to give written notification to the Employer accepting recall, including notification of any election to defer the effective day of return to actual service, within 15 calendar days after the date of receipt of notice of recall; or
- (f) The expiration of five years from the effective date of an unrequested leave of absence without recall, or a period equal to the teacher's length of active service, whichever is less.

6.10 Probationary Period

Minnesota law provides that the Employer may decline to renew a teacher's contract during a probationary period, pursuant to Minn. Stat. §122A.40, Subd. 5. At its sole discretion, the Employer may send to such teacher and to the Union a notice of intent to recall a probationary teacher to future vacancies. Any probationary teacher to whom a notice is sent is entitled to recall, in seniority order, after licensed and qualified continuing contract teachers have been recalled, according to the recall procedures in this Article. Recall rights under this Section expire after a period equal to the length of the teacher's active service.

6.11 Teachers on Unrequested Leave Serving as Long Term Substitutes

When the Employer knows at the time a long-term substitute position is filled that the position will last for 30 duty days or more, the long-term substitute position will be offered, in order of seniority, to teachers on

unrequested leave of absence who are qualified and licensed for the position. The Employer may give notice of the available substitute position to more than one teacher at a time and may require timely acceptance of the offer. A teacher on unrequested leave of absence who accepts a long-term substitute contract remains on unrequested leave of absence but is paid such teacher's regular salary and benefits for the service performed as a long-term substitute teacher. Experience credit will be granted as provided in [Section 2.07]. If there is any doubt at the time the substitute position is filled that the position will last for 30 duty days, or if the position must be filled before any teacher on unrequested leave accepts the position offered, the Employer may fill the position from any source.

7. EXTRA DUTY, EXTRA SERVICE, EXTRACURRICULAR

7.01 Extra Duty and Extra Service Assignments

Other conditions being equal, preference in making extra duty and extra service assignments will be first offered to tenured teachers regularly employed in the district, and seniority in the activity prevails. Within the school year, if an extra duty or extra service assignment is not accepted as above, the duty is assigned on a reverse seniority basis.

Contracts for extra duty and extra service assignments includes the specific assignment, the duration of the assignment, all special provisions pertaining to the assignment, the salary for the assignment and the pay periods for the assignments. These extra duty and extra service contracts are not a part of the teacher's continuing contract. No teacher will be required to commence an assignment prior to receipt of an extra duty or extra service contract.

7.02 Extracurricular Assignments

Extracurricular assignments are not made without the consent of the teacher involved.

Letters of agreement for extracurricular assignments include the specific assignment, the duration of the assignment, all special provisions pertaining to the assignment and the salary for the assignment. Pay for the assignments are 19 or 24 payments, as stipulated in the basic teacher contract. These assignments are not a part of a teacher's continuing contract. No teacher will be required to commence this assignment prior to receipt of a letter of agreement.

7.03 Extracurricular Salary Schedule

Appendix C, as attached, are a part of this Agreement for the 2021-22 and 2022-23 school years.

7.04 Extra Service and Extra Duty Salary Schedules

Appendices D and E, as attached, are a part of this Agreement for the 2021-22 and 2022-23 school years.

7.05 Extracurricular Study Committee

An Extracurricular Study Committee is established. The committee consists of eight members.

Representatives from the following positions are appointed by the Union:

- One member from the secondary level with fine arts responsibilities.
- One member from the secondary level with activities responsibilities.
- One member from the secondary level with club responsibilities.
- One member from the elementary level.

Representatives from the following positions are appointed by the Employer:

- District Office Administrator
- Activities Director
- One Secondary Building Administrator
- One Elementary Building Administrator

This committee functions to evaluate and make recommendations to the Employer and the Union for new activities and for activities affected by a major and substantial change. An activity affected by minor changes will not be considered for re-evaluation. The Extracurricular Study Committee ("ESC") can be activated by the Employer and/or Union for the purposes of evaluating new activities or those that have changed substantially.

Requests for re-evaluation because of a major and substantial change in position must be submitted to the Employer and Union for review by October 1, for consideration by the ESC during that school year. Requests submitted after October 1 will be considered for review the following school year.

New positions or positions changed by an outside agency, i.e., the Minnesota State High School League, or by the action of the Edina School Board, will be reviewed as soon as they are created or changed.

All members of the ESC have the right to vote.

The Extracurricular Study Committee evaluate the relative responsibility of each extracurricular activity and make recommendations regarding responsibility points to be designated for each. The Extracurricular Study Committee may also recommend changes in the criteria to be used for evaluating

the responsibility of positions. Such recommendations are reported to the Employer and the Union for salary consideration.

If and when mutual agreement is reached between the Union and the Employer regarding recommendations, the resulting salary adjustments shall be effective on the date of formal adoption by the School Board, except that any activity reassessed that has actually commenced by the date of such adoption shall be compensated at the level existing when the activity commenced. Adjustment for such an activity become effective in the following fiscal year.

8. HOURLY-PAID TEACHERS

8.01 Provisions Applicable to Hourly-Paid Teachers

8.01.1 Roster of Hourly-Paid Teachers

The Employer maintains separate rosters of individuals eligible to perform services as hourly-paid teachers subject to the availability of funds and annual decision by the Employer regarding the number of hourly-paid teachers and hours needed. The Employer issues to every hourly-paid or teacher an individual written contract providing that the individual will be placed on the roster of eligible hourly-paid or teachers.

8.01.2 Leave Allowance

Each hourly-paid teacher will be granted prorated leave allowance, which accrues at the rate of one working day of leave allowance for each month (21.7 duty days) worked by a hourly-paid teacher. Each hourly-paid teacher is eligible for four working days of personal leave each year, according to the standards set forth in 3.01.4. Any hourly-paid teacher who has been absent may be required to present a statement from a physician verifying the illness and certifying that the hourly-paid teacher has recovered sufficiently to return to normal duties.

8.01.3 Limitations

No hourly-paid teacher is eligible for any compensation, differential, leave or benefit of any nature whatsoever, except as specifically provided for in Article 8.

8.02 Provisions Applicable to Hourly-Paid Teachers

8.02.1 Compensation

The hourly rate of pay for individuals performing services as hourly-paid teachers as follows:

	<u>2021-2022</u>	<u>2022-2023</u>
Supplemental Tutors/Success Center	\$32.70	\$33.03
Multi-lingual Language Tutor	\$32.70	\$33.03
LSN Subs	\$27.71	\$27.99

Title I Teachers are paid according to the Hourly Teacher/Extra Duty Salary Schedule (Appendix E). Step advancement for Title I teachers are calculated according to the guidelines established in section 2.08 (Full Year Credit) of the Master Agreement.

8.02.2 Hospitalization-Medical-Dental Insurance

Hourly-paid teachers who can be expected to work a minimum of 20 hours per week throughout the regular school year, as determined by the Employer, are eligible to participate in the Group Hospitalization-Major Medical and Dental Insurance Programs. The Employer will contribute a prorated amount based on three-fourths (3/4) of the Employer's contribution for full-time teachers working a 40 hour week.

8.02.3 In-service Requirements

Each hourly-paid teacher may be required by the Employer to attend in-service hours during each school year and will be paid for attendance at these required collaborative team/professional learning community work of in-service sessions at the applicable hourly rate. Parent conferences that have the approval of the building principal will also be compensated for at the hourly rate.

In the event of casual student absence, the hourly-paid teacher is paid for the assigned time. It is understood and agreed that this time is utilized by the hourly-paid teacher in planning and/or preparation activity.

8.02.4 Seniority List for Hourly-Paid Teachers

On or before December 1 of each year, the Employer prepares and delivers to the Union one copy of a separate seniority list for individuals on the roster of eligible hourly-paid teachers who have completed a probationary period in accordance with Minn. Stat. §122A.40.

Seniority is based upon continuous and unbroken employment with the Employer as an hourly-paid teacher during consecutive school years and measured from the first day of actual service in the bargaining unit under the most recent period of continuous employment. Teachers with identical seniority dates have seniority based on the date and listing order in which their individual contract was approved by the school board. All individual

signed contracts will be time- stamped upon receipt by the office of the Human Resources and listed on the seniority list in the order in which their signed contracts were received. For purposes of this Article, an hourly-paid teacher is deemed to have had continuous and unbroken employment for a school year only if the hourly-paid teacher actually performed services as a bargaining unit member for the Employer on at least 90 duty days in a school year.

An hourly-paid teacher may challenge the correctness of the seniority list. In the absence of a grievance filed within 30 calendar days from the date of mailing to the Union, the seniority list is deemed to be conclusively correct.

8.02.5 Unrequested Leave of Absence

Placement on unrequested leave of absence is based upon seniority among hourly-paid teachers, as appropriate. A teacher on the hourly-paid seniority list who is subsequently employed under a regular teaching contract with a new seniority date under Section 6.03 also retains the original seniority date on the hourly-paid seniority list. Recall of hourly-paid teachers is in the inverse order of placement on unrequested leave of absence; the last hourly-paid teacher, as appropriate, placed on unrequested leave of absence is the first recalled. All seniority, unrequested leave of absence, and recall rights of hourly-paid teachers terminate, and the hourly-paid teacher is removed from the seniority list and roster of eligible hourly-paid teachers upon the earliest of the following events:

1. resignation;
2. retirement;
3. discharge or termination of contract;
4. failure to give written notification to the Employer accepting recall within 15 calendar days of receipt of notice of recall; or
5. the completion of any school year in which the hourly-paid teacher has not performed services on at least 90 duty days.

8.02.6 Other Provisions of the Agreement

Hourly-paid teachers qualify for individual rights and obligations according to the terms for eligibility set forth in the following sections of this Agreement: Article I (Introduction), Sections 2.08 (Payroll Deduction), 2.10 (In-District Travel), 3.03 (Professional Leave), 3.05 (Sabbatical Leave), 3.07 (Parental Leave), 3.08 (Judicial Leave), 3.09 (Leave for Holding Public Office), 3.10 (Military Leave), 3.11 (Selective Service Physical Examination), 3.12 (Non-Instructional Positions for Teachers), 3.13

(Superintendent Discretionary Leave), 4.06 (Liability Insurance), 7.02 (Extracurricular Assignments), 7.03 (Extra Service and Extra Duty Salary Schedules), 7.04 (Extracurricular Salary Schedule), and Article IX (Grievance Procedure). Nothing in this article restricts the Union in the exercise of its rights on behalf of hourly-paid teachers under this Agreement.

9. GRIEVANCE PROCEDURE

9.01 Definition

A grievance is defined as a dispute or disagreement as to the interpretation or application of any term or terms of this Agreement.

A calendar day is defined as each day of the week, Sunday through Saturday. During the school year if the fourteenth day of the timeline is on a nonduty day, the timeline will be extended to the first duty day following the fourteenth day.

9.02 Procedure

Step I

Whenever any aggrieved teacher or small group of aggrieved teachers have a grievance, they will meet on an informal basis with the teacher's building principal or supervisor in an attempt to resolve the matter within 14 calendar days after becoming aware of the incident giving rise to the grievance. If the parties are unable to resolve the dispute, the grievance will be reduced to writing by the exclusive representative and submitted to the Human Resources Department within 14 calendar days following the Step I meeting.

If the grievance involves a matter that substantially affects a large number of employees, the grievance will be reduced to writing by the exclusive representative and submitted to the Human Resources Department within 14 calendar days after becoming aware of the grievance.

Step II

The Human Resources Department will meet with the exclusive representative within 14 calendar days after receipt of the Step II written grievance and attempt to mutually resolve the dispute. The parties are required to meet and negotiate in good faith at reasonable times in an attempt to resolve the grievance. If a resolution is reached, the terms of the resolution will be written on the grievance and signed by both parties. If no agreement is reached, the Human Resources Department will within 14 calendar days submit to the exclusive representative the Employer's written answer

denying the grievance. In its discretion, the exclusive representative may submit the unresolved grievance to the Superintendent of Schools within 14 calendar days after receipt of the Employer's answer in writing.

Step III

The Superintendent or designee will meet with the designated official of the exclusive representative within 14 calendar days after receipt of the grievance to attempt to resolve the dispute. Upon resolution both parties shall sign a memorandum setting out the disposition of the grievance. If the parties are unable to reach agreement within 14 calendar days after the Step III meeting, either party may then request, within another 14 calendar days, by written notice to the other party that the grievance be submitted to final and binding arbitration.

Step IV

The Employer and the exclusive representative will select a mutually acceptable arbitrator to hear and decide the grievance. If the Employer and the exclusive representative are unable to agree on an arbitrator, they will request from the Director of the Bureau of Mediation Services, State of Minnesota, a list of five arbitrator's names. The list maintained by the Director of the Bureau of Mediation Services consists of qualified arbitrators. The parties will alternately strike names from the list of five arbitrators until only one name remains. The remaining arbitrator will hear and decide the grievance. If the parties are unable to agree on who strikes the first name, the question is decided by a coin flip.

Each party is responsible for equally compensating the arbitrator for the arbitrator's fee and necessary expenses.

The arbitrator does not have the power to add, to subtract from, or to modify in any way the terms of the existing Agreement.

The arbitrator's decision is final and binding upon the parties. The decision is issued to the parties by the arbitrator and a copy is filed with the Bureau of Mediation Services, State of Minnesota.

The processing of all grievances will be during the regularly scheduled working hours and the employees will not lose wages due to their necessary participation.

The parties by mutual written agreement may waive any step, and extend any time limits in the grievance procedure. However, failure, by the teacher or the Union, to adhere to the time limits without mutual agreement to waive such limits, results in a forfeit of the grievance. Failure of the Employer to act within the time limitations specified, without mutual agreement to waive

such limits, constitutes a denial of the grievance and permits the grievant to proceed to the next step.

10. LONG-TERM SUBSTITUTE TEACHERS

10.01 Definition

Long-term substitute teachers are substitute teachers who replace the same teacher for more than 30 duty days.

10.02 Compensation

The daily rate of pay for long-term substitute teachers for 11 continuous duty days to 30 continuous duty days is \$162.00. After 30 duty days of continuous employment as a long-term substitute teacher, the substitute teacher will be paid on a pro-rata basis according to the first step of the BA training level, retroactive to the first day of such continuous employment.

The daily rate of pay for District teacher retirees who work as long-term substitute teachers for more than 11 continuous duty days is pro-rata based on their step and lane at their retirement, in accordance with current appendices A and B, retroactive to the first day of such continuous employment.

If a long-term substitute is replacing a Licensed School Nurse, the hourly rate of compensation is found in subsection 8.02.1.

10.03 Hospitalization-Medical-Dental Insurance

Long-term substitute teachers who are assigned to work 30 or more hours per week for a minimum of 85 duty days, as determined by their supervisor, are eligible to participate in the Group Hospitalization-Major Medical and Dental Insurance Programs. The Employer will contribute a prorated amount based on three-fourths (3/4) of the Employer's contribution, as stated in Section 4 of the Agreement, for full-time teachers working a 40 hour week.

10.04 Leave Allowance

After 85 duty days of continuous employment as a long-term substitute teacher, the long-term substitute teacher becomes eligible for future basic leave for personal illness at the rate of one working day per month of employment. Any long-term substitute teacher who has been absent may be required to present a statement from a physician verifying the illness and certifying that the long-term substitute teacher has recovered sufficiently to

return to normal duties.

10.05 Long-term Substitute Seniority List

Long-term substitute teachers are not placed on any seniority list.

10.06 Limitations

No long-term substitute teacher is eligible for any compensation, differential, leave or benefit of any nature whatsoever, except as specifically provided for in Article 10.

10.07 Other Applicable Provisions of the Agreement

Long-term substitute teachers also qualify for individual rights and obligations according to the terms for eligibility set forth in the following sections of this Agreement: Article I (Introduction), Sections 2.08 (Payroll Deduction), 2.10 (In-District Travel), 3.03 (Professional Leave), 3.08 (Judicial Leave), 3.09 (Leave for Holding Public Office), 3.10 (Military Leave), 3.11 (Selective Service Physical Examination), 3.13 (Superintendent Discretionary Leave), 4.07 (Liability Insurance), 5.01 (Duty Days), 5.03 (Legal Holidays and Emergency Closings), 5.04 (Hours of Employment), 5.05 (Preparation Time), 5.06 (Duty Free Lunch Period), 7.02 (Extracurricular Assignments), 7.03 (Extracurricular Salary Schedules), 7.04 (Extra Service and Extra Duty Salary Schedules), and Article IX (Grievance Procedure). Nothing in this Article restricts the Union in the exercise of its rights on behalf of long-term substitute teachers under this Agreement.

11. MISCELLANEOUS

11.01 External Education Organizations

The Employer may enter into agreements to provide services to external education organizations ("EEO"). Any employee who voluntarily agrees to teach in an EEO setting will be covered by this Agreement for purposes of salary, benefits, and seniority. All other provisions of this contract will be replaced by the labor relations agreement or Employer-adopted labor relations plan of the EEO.

11.02 Study Hall Supervision

Study hall supervisor vacancies are filled as follows:

1. Teachers available during a given study hall period will first be

- offered a position and seniority in the District prevails.
2. Any teachers on unrequested leave will be offered any remaining available positions.
 3. If vacancies still remain, the District will attempt to fill these with teachers on the District's substitute teaching list.
 4. The District will attempt to fill any remaining vacancies with retired Edina teachers.
 5. If vacancies still exist, the District will repeat step one and provide notification to the Union.
 6. Remaining vacancies will be filled at the District's discretion.

Compensation is provided as per Appendix E, Extra Duty Salary Schedule.

11.03 Open Enrollment for School-Aged Children of Teachers

School-aged children of teachers, as covered by this Agreement, who are residents of other districts, will be guaranteed open enrollment placement in the district, if (1) the parent/guardian has submitted a request for admission to the district by January 15; (2) the school board has not closed the grade, school, or program; or (3) state or federal law does not prevent the placement.

12. DURATION AND RENEGOTIATION OF AGREEMENT

12.01 Term of Agreement

This Agreement is effective on July 1, 2019, and continues in full force and effect to and including June 30, 2021, and for biennial periods thereafter unless modified or terminated in accordance with the provisions of this Article.

12.02 Effect of Agreement

Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment to the extent inconsistent with the provisions of the Agreement, are hereby superseded.

12.03 Termination or Modification

Either party desiring to terminate or modify this Agreement must notify the other party in writing at least 90 days but not more than 120 days prior to June 30, 2023.

12.04 Publication of the Agreement

Copies of this Agreement titled "Master Agreement, Independent School District No. 273, Edina, Minnesota, and Education Minnesota/Edina," are published online on the District website within 30 days after two copies of the Agreement are signed for the purposes of record.

13. DOCUMENT AUTHORIZATION

IN WITNESS WHEREOF, the parties have signed this Agreement this

_____ day of _____, 2021.

FOR EDUCATION MINNESOTA/EDINA

FOR IND. SCHOOL DIST. NO. 273

President

Chairperson

Teacher Representative

Clerk

Teacher Representative

Teacher Representative

Teacher Representative

EDINA PUBLIC SCHOOLS
2021-22 TEACHERS' SALARY SCHEDULES

Salary Schedule - 2021-2022

	BA/BA15	BA30/BA45	MA/MA15	MA30/MA45	MA60/SPEC/PHD
A	40,269	41,699	47,675	49,109	52,437
B	41,790	43,445	49,985	51,671	54,999
C	43,310	45,191	52,293	54,233	57,563
D	44,832	46,937	54,603	56,796	60,125
E	46,351	48,682	56,911	59,359	62,687
F	47,872	50,428	59,220	61,921	65,249
G	49,393	52,175	61,529	64,483	67,812
H	50,913	53,921	63,839	67,046	70,375
I	52,434	55,667	66,147	69,609	72,936
J	53,954	57,412	68,457	72,171	75,500
K	55,475	59,158	70,766	74,733	78,062
L	56,996	60,904	73,074	77,295	80,626
M	58,516	62,650	75,383	79,859	83,186
N	60,037	64,396	77,693	82,420	85,749
O	61,557	66,141	80,001	84,983	88,312
P	63,078	67,887	82,310	87,546	90,874
Q	64,599	69,633	84,620	90,109	93,436
R	66,119	71,277	86,930	92,671	95,999
S	67,442	72,806	88,668	94,524	97,919

EDINA PUBLIC SCHOOLS
2022-23 TEACHERS' SALARY SCHEDULES

Salary Schedule - 2022-2023

	BA/BA15	BA30/BA45	MA/MA15	MA30/MA45	MA60/SPEC/PHD
A	40,672	42,116	48,151	49,600	52,961
B	42,207	43,879	50,485	52,187	55,549
C	43,743	45,643	52,816	54,776	58,138
D	45,280	47,406	55,149	57,364	60,726
E	46,814	49,169	57,480	59,953	63,314
F	48,351	50,933	59,812	62,540	65,902
G	49,887	52,697	62,145	65,128	68,490
H	51,423	54,460	64,478	67,716	71,079
I	52,958	56,223	66,808	70,305	73,665
J	54,494	57,987	69,141	72,892	76,255
K	56,030	59,750	71,473	75,481	78,842
L	57,566	61,513	73,805	78,068	81,432
M	59,101	63,276	76,137	80,658	84,018
N	60,638	65,040	78,470	83,244	86,607
O	62,172	66,803	80,801	85,833	89,195
P	63,709	68,566	83,134	88,421	91,783
Q	65,245	70,329	85,466	91,010	94,370
R	66,780	71,990	87,799	93,597	96,959
S	68,116	73,534	89,555	95,469	98,898

APPENDIX A and B

EDINA PUBLIC SCHOOLS 2021-23 NATIONAL BOARD CERTIFICATIONS

National Teacher Board Certification

Teachers who achieve and maintain National Teacher Board Certification ("NTBC") will receive an additional \$4000 per year. Part-time NTBC Teachers will receive a pro-rata amount of this stipend.

National Certification Speech-Language Pathologists

Full-time speech-language pathologists who achieve and maintain national certification from the American Speech-Language-Hearing Association will receive an additional \$2750 per year. Part-time speech-language pathologists with national certification will receive a pro-rata amount of this stipend.

National Certification School Psychologists

Full-time school psychologists who achieve and maintain national certification from the National Association of School Psychologists will receive an additional \$2750 per year. Part-time school psychologists with national certification will receive a pro-rata amount of this stipend.

National Certification Occupational Therapists

Full-time occupational therapists who achieve and maintain national certification will receive an additional \$2750 per year. Part-time occupational therapists with national certification will receive a pro-rata amount of this stipend.

National Certification Licensed School Nurses

Full-time school nurses who achieve and maintain national certification will receive an additional \$2750 per year. Part-time school nurses with national certification will receive a pro-rata amount of this stipend.

National Certification School Social Worker

Full-time school social workers who achieve and maintain Board Certified Diplomate in Clinical Social Work Certification will receive an additional \$2750 per year. Part-time school social workers will receive a pro-rata amount of this stipend.

National Certification Physical Therapists

Full-time physical therapists who achieve and maintain national certification will receive an additional \$1250 per year. Part-time physical therapists with national certification will receive a pro-rata amount of this stipend.

National Certification School Counselors

Full-time school counselors who achieve and maintain national certification from the National Board for Certified Counselors will receive an additional \$1250 per year. Part-time school counselors with national certification will receive a pro-rata amount of this stipend.

APPENDIX C - Extracurricular

NON-ATHLETICS	Point Value	1st Year	2021-2022 After First Year	2021-2022 After Second Year	Point Value	1st Year	2022-2023 After First Year	2022-2023 After Second Year
Senior High Drama								
Dramatics Director	30	4955	5151	5358	30	5005	5203	5412
Musical Director	30	4955	5151	5358	30	5005	5203	5412
Set Construction	9.9	1635	1699	1770	9.9	1652	1716	1788
Theater Asst	9.9	1635	1699	1770	9.9	1652	1716	1788
3 Act Play	16	2643	2750	2858	16	2669	2777	2887
1 Act Play	5.3	872	906	943	5.3	881	915	952
Sr High Drama Const	5.3	872	906	943	5.3	881	915	952
Tech/Costumes/Props	9	1486	1547	1607	9	1501	1562	1623
Middle School Drama								
Dramatics Director	16	2643	2750	2858	16	2669	2777	2887
Musical Director	16	2643	2750	2858	16	2669	2777	2887
Set Construction	5.3	872	906	943	5.3	881	915	952
Fall Play	16	2643	2750	2858	16	2669	2777	2887
Director Variety	6.4	1058	1099	1145	6.4	1068	1110	1156
Show Variety Show Asst	3.2	530	549	571	3.2	535	555	577
8 Theater Workshop	6.4	1058	1099	1145	6.4	1068	1110	1156
6/7 Theater Workshop	4.8	792	823	860	4.8	800	831	868
3 Act Play Set C	2.7	449	467	484	2.7	453	472	489
Tech/Costumes/Props	9	1486	1547	1607	9	1501	1562	1623
Class Advisors								
Senior Class	5	825	861	893	5	833	869	902
Junior Class	5	825	861	893	5	833	869	902
Sophomore Class	3.75	620	646	669	3.75	626	652	676
Homecoming	2.5	416	429	446	2.5	420	434	450
Speech Activities								
Varsity Debate	31	5121	5324	5536	31	5172	5377	5591
Junior Varsity Debate	21.7	3582	3727	3877	21.7	3618	3764	3916
Novice Debate	21.7	3582	3727	3877	21.7	3618	3764	3916
Speech Coach	31	5121	5324	5536	31	5172	5377	5591
Speech Coach Asst	21.7	3582	3727	3877	21.7	3618	3764	3916

Clubs/Organizations								
Mid. Sch. Student Council	10	1670	1732	1804	10	1686	1749	1822
Clubs/Organizations	5	833	870	902	5	842	879	911
DECA	18	2994	3119	3247	18	3024	3150	3279
DECA Coffee Shop Adv.	10	1670	1732	1804	10	1686	1749	1822
Math League	9	1501	1562	1623	9	1516	1578	1639
Mock Trial Adv.	15	2503	2602	2709	15	2528	2628	2736
AVID	5	833	870	902	5	842	879	911
Model United Nations	41	4554	4739	4928	41	4600	4786	4977
Knowledge Bowl	10	1657	1732	1804	10	1674	1749	1822
High School Robotics	41	4554	4739	4928	41	4600	4786	4977
Middle School Robotics	9	1501	1562	1623	9	1516	1578	1639
ASL	5	833	870	902	5	842	879	911
Quiz Bowl	10	1670	1732	1804	10	1686	1749	1822
Publications								
Sr High Newspaper	28	4670	4858	5052	28	4717	4906	5102
Mid. Sch. Newspaper	10	1670	1732	1804	10	1686	1749	1822
Sr High Yearbook	27	4505	4685	4871	27	4550	4732	4920
Mid. Sch. Yearbook	14	2336	2428	2524	14	2359	2452	2550
Mid. Sch. Pub Tech Asst	10.5	1750	1822	1895	10.5	1767	1840	1914
Literary Magazine	25	4170	4334	4511	25	4211	4377	4556
Bus. Adv. Sr High Yearbk	8	1334	1384	1442	8	1347	1398	1457
Tangents	16	2669	2778	2887	16	2696	2806	2916
School News Broadcast	9	1501	1562	1623	9	1516	1578	1639
INSTRUMENTAL MUSIC	Point Value	1st Year	2021-2022 After First Year	2021-2022 After Second Year	Point Value	1st Year	2022-2023 After First Year	2022-2023 After Second Year
Concert Band	32	5339	5551	5774	32	5392	5607	5832
Varsity Band	31	5172	5377	5592	31	5224	5431	5648
Marching Band	28	4670	4858	5052	28	4717	4906	5102
Marching Band Asst	21	3504	3643	3788	21	3539	3679	3826
Symphonic Band Director	21	3504	3643	3788	21	3539	3679	3826
Pep Band	8	1334	1384	1442	8	1347	1398	1457
Sophomore Jazz Band	3	506	528	548	3	512	533	554
Jazz Band	7	1167	1215	1262	7	1179	1227	1274
Concert Orchestra	27	4505	4685	4871	27	4550	4732	4920
Philharmonic Orchestra	14	2336	2428	2524	14	2359	2452	2550
Orchestra 9	10	1670	1732	1804	10	1686	1749	1822

Orchestra 8	7	1167	1215	1262	7	1179	1227	1274
Orchestra 7	7	1167	1215	1262	7	1179	1227	1274
Orchestra 6	5	833	870	902	5	842	879	911
Varsity Orchestra	14	2336	2428	2524	14	2359	2452	2550
Chamber Orchestra	10	1670	1732	1804	10	1686	1749	1822
Percussion Coach	20	3336	3472	3609	20	3370	3507	3645
Marching Band Manager	20	3336	3472	3609	20	3370	3507	3645
Band 10	10	1670	1732	1804	10	1686	1749	1822
Band 9	10	1670	1732	1804	10	1686	1749	1822
Band 8	7	1167	1215	1262	7	1179	1227	1274
Band 7	7	1167	1215	1262	7	1179	1227	1274
Band 6	5	833	870	902	5	842	879	911
Tournament Performances Hourly Activity Based on Varsity Band								
Vocal Music								
Concert Choir	27	4505	4685	4871	27	4550	4732	4920
Varsity Choir	21	3503	3643	3788	21	3538	3679	3826
Choir 9	10	1670	1732	1804	10	1686	1749	1822
Choir 8	7	1167	1215	1262	7	1179	1227	1274
Choir 7	7	1167	1215	1262	7	1179	1227	1274
Choir 6	5	833	870	902	5	842	879	911
Musical Drama Teacher - Gr. 9	7.5	1250	1300	1354	7.5	1263	1313	1368
Musical Drama Teacher - Gr. 8	5.25	877	910	946	5.25	886	920	955
Chamber Singers	8	1334	1384	1442	8	1347	1398	1457
Bel Canto Singers	21	3503	3643	3788	21	3538	3679	3826
Ensemble Director	8	1334	1384	1442	8	1347	1398	1457

APPENDIX C

EDINA PUBLIC SCHOOLS EXTRACURRICULAR SALARY SCHEDULE

PAYMENT PROCEDURE

A. Teaching Staff Supervising Extracurricular Activities - Non-Athletics

Payment for the above services shall be made on a pro-rata basis consistent with the 19 or 24 payment basic contract pay option selected by the individual, with the first payment to be made on the first pay date occurring 15 days after receipt of the signed contract in the Human Resources Department.

Teachers receiving salary payment for extracurricular activities may elect a single lump sum payment to be made on November 30 for fall activities, March 30 for winter activities, and June 15 for spring activities provided the assignment concludes prior to that date.

B. The Extracurricular Study Committee has the authority to approve new stipends on Schedules C, assign stipends to qualifying staff, and determine qualifying staff. Teachers receiving stipends on Schedules C may request that the Extracurricular Review Committee review their stipend to determine the level of appropriate compensation and make a recommendation to be shared with the EM/E President and the Human Resources Department. Any stipend must be school board approved.

POST SEASON PAY

The following applies to all activities on the Extracurricular Salary Schedule:

A. Nonathletic Activities

When an extension of the normal program beyond that defined by the time factor in the Extracurricular Position Responsibility Analysis is required by the Employer, pay for this extension is prorated at an hourly rate based on a calculation of the hourly rate from the normal program in the Extracurricular Salary Schedule.

The number of personnel to be eligible and the amount of additional time for these positions is determined by the building principal responsible for the activity after consultation with the activity sponsor.

APPENDIX D

EDINA PUBLIC SCHOOLS
EXTRA SERVICE SALARY SCHEDULE
 2021-2023

	STIPEND AMOUNT 2021-2022	STIPEND AMOUNT 2022-2023
Academic Triathlon Advisor	2241	2264
Area Leaders, Grade 6 Team Leaders (Secondary)	5663	5719
Commencement Speaker/Scholars Banquet Speaker	288	291
Counselors' and Psychologists' Extra Duties	2466	2491
Creek Valley Environmental Project Facilitator	1960	1980
District Spelling Bee Coordinator	1235	1248
District Wide Chemical Hygiene Officer	1806	1824
Elementary School Patrol	1463	1477
Equipment Managers	8490	8575
Gifted and Talented Coordinator (Prorate if applicable)	5663	5719
Grade Level Leader, Elementary and Early Learning Center	2832	2860
Lunchroom & Playground Supervision Indoor & Outdoor	2033	2053
	2475	2499
Middle School Athletic Coordinator	3712	3749
Preparation Stipend (For middle school teachers with multiple building assignments who supervise in advisor-advisee groups)	810	818
Project Pride/Connect Time Coordinator	1807	1825
Senior High Student Council Advisor	7577	7653
Special Education Team Leader Base Pay	3227	3259
(Additional amount * per licensed FTE on their team as of October 1. Licensed FTEs must fall under one of the categories listed (Psychologist, Occupational Therapist, Speech Language Clinician, Special Education Teacher, Diagnostician). This amount will not be adjusted during the year due to changes in team staffing. In no event will the total team leader pay exceed the pay for area leaders.	*447	*451
Special Project/Events Coordinator/MN Reading or Math Corp Leader	2033	2053
Staff Development Chairperson	2466	2491
Student Leadership Team Coordinator, Elementary, Middle School	1807	1825
Success Center Lead Teacher Elementary Secondary	3230	3262
	1952	1971
Travel Based Learning Facilitator	1960	1980
Teacher Evaluation Committee	1138	1149
Weight Room Supervision (Quarter)	718	725

APPENDIX D

EDINA PUBLIC SCHOOLS
EXTRA SERVICE SALARY SCHEDULE
2021-23

Payment Procedure

Teaching Staff - Payment for the above services are made on a pro-rata basis consistent with the 19 or 24 payment basic contract pay option selected by the teacher, with the first payment to be made on the first pay date occurring 15 days after the receipt of the signed contract in the Human Resources Department.

If a teacher wishes to have a lump sum payment, this option must be selected on the Extra Service Contract form and be received in the Human Resources Department prior to September 15.

The Extracurricular Review Committee will have the authority to approve new stipends on Schedule D, assign stipends to qualifying staff, and determine qualifying staff. Teachers receiving stipends on Schedule D may request that the Extracurricular Review Committee review their stipend to determine the level of appropriate compensation and make a recommendation to be shared with EM/E President and the Human Resources Department. Any stipend must be school board approved.

APPENDIX E

EDINA PUBLIC SCHOOLS

HOURLY TEACHER/EXTRA DUTY SALARY SCHEDULE

2021-23

<u>Training Level</u>	<u>Experience Level</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>
		<u>Effective</u>	<u>Effective</u>
		<u>8/15/21</u>	<u>08/15/22</u>
BA	A-E	\$31.60	\$31.91
BA	F-R	\$32.74	\$33.07
MA	A-E	\$32.74	\$33.07
MA	F-R	\$33.67	\$34.00
MA+45; Spec; MA + 60; Dr.	A-R	\$33.67	\$34.00

(Includes study hall supervision, homebound tutors, early childhood screening, hourly teachers, summer school teaching, and other summer programs such as band, post-kindergarten, speech therapy, library, and physical conditioning. As of July 1, 2018, excludes Early Childhood/Family Education.)

CURRICULUM WRITING SALARY SCHEDULE

2021-23

Curriculum writing will be paid at the rates listed below and will be paid only for work that is required by the school district within the specifications of a contractual agreement.

<u>Training Level</u>	<u>Experience Level</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>
		<u>Effective</u>	<u>Effective</u>
		<u>8/15/21</u>	<u>08/15/22</u>
BA	A-E	\$32.78	\$33.11
BA	F-R	\$33.97	\$34.31
MA	A-E	\$33.97	\$34.31
MA	F-R	\$34.97	\$35.32
MA+45; Spec; MA + 60; Dr	A-R	\$34.97	\$35.32

Appendix F

Edina
Schools
DEFINING EXCELLENCE

2021-2022 Academic Calendar

July 2021						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2021						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2021						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2021						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2021						
Su	M	Tu	W	Th	F	Sa
				1	2	3
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JULY	
5-8	District Holiday (Building Closed)

AUGUST	
15-19	New Teacher Workshop
20	Potential Floater
23-27	Building Inservice
30	First Day of School (Gr. 1-12)
31	First Day of School (Kindergarten)

SEPTEMBER	
6	Labor Day
8	District Holiday (Building Closed)
8	First Day of School (ECSE, ELC)
27	Teacher Inservice (No Students)

OCTOBER	
20	Early Release
21-22	Education MN Conv. (No Students)

NOVEMBER	
2	Election Day/PT Conferences (No Students)
	Conf. Comp Day (No Students)
24	Thanksgiving Break (No Students)
25-26	District Holiday (Building Closed)

DECEMBER	
7	Early Release
23-24	District Holiday (Building Closed)
23-31	Winter Break (No Students)

* Each site will determine specific dates and times for these events

January 2022						
Su	M	Tu	W	Th	F	Sa
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2022						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2022						
Su	M	Tu	W	Th	F	Sa
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2022						
Su	M	Tu	W	Th	F	Sa
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JANUARY	
3	District Holiday (Building Closed)
17	Martin Luther King, Jr. Day
	District Holiday (Building Closed)
18-20	Final Exams/Early Release (Gr. 9-12)
20	End of Semester I
21	Teacher Data Day (No Students)

FEBRUARY	
11	Early Release
21	Presidents' Day
	District Holiday (Building Closed)
22	Teacher Inservice (No Students)

MARCH	
11	Teacher Inservice / Conferences* (No Students)
21-25	Spring Break (No Students)

APRIL	
15	Early Release

MAY	
27-31	Final Exams Start (Gr. 9-12)
30	Memorial Day
	District Holiday (Building Closed)

JUNE	
1-2	Final Exams Cont. (Gr. 9-12)
2	Last Day of School (All Students)
3	Teacher Data Day
4	Commencement
6	Potential Floater

COLOR KEY

No Students (main academic year)
Holiday (No Students)
Early Release
Teacher Inservice (No Students)
Teacher Data Day (No Students)
New Teacher Workshop (No Students)
Potential Floater Day (No Students)
Conference Comp Day / PT Conf. (No Students)

Appendix G

Examples of Parental Leave Application from Section 3.07

The following examples are being provided to illustrate Section 3.07.2 in the Master Agreement and are not meant to be exhaustive:

1. A teacher who has an uncomplicated birth during the school year and uses 30 days of accumulated basic leave as disability leave may also use up to 20 days of accumulated basic leave as parental leave with pay.
2. A teacher who has a child during the summer months, and whose disability period falls entirely outside of the school year, may use up to 30 days of accumulated basic leave for the birth of a child as parental leave with pay.
3. A teacher who has a child during the summer months, but whose disability period lasts 5 duty days into the school year, may use 5 days of accumulated basic leave as disability leave and may also use up to 25 days of accumulated basic leave as parental leave with pay.
4. A teacher who has a child during the summer months, but whose disability period lasts 15 duty days into the school year, may use 15 days of accumulated basic leave as disability leave and may also use up to 20 days of accumulated basic leave as parental leave with pay.
5. A teacher who has a child near the end of a school year and uses 7 days of accumulated basic leave as disability leave as the school year ends, may also use up to 23 days of accumulated basic leave as parental leave with pay at the start of the following school year.
6. A teacher who has a child near the end of a school year and uses 20 days of accumulated basic leave as disability leave as the school year ends, may also use up to 20 days of accumulated basic leave as parental leave with pay at the start of the following school year.

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**MASTER AGREEMENT INDEPENDENT
SCHOOL DISTRICT NO. 273
EDINA, MINNESOTA**

AND

**EDUCATION MINNESOTA/EDINA
JULY 1, 2021~~19~~ THROUGH JUNE 30,
2023~~1~~**



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I. INTRODUCTION

1.01 Master Contract

This Agreement is made and entered into by and between INDEPENDENT SCHOOL DISTRICT NO. 273, City of Edina, Hennepin County, Minnesota, ~~hereinafter referred to as the~~ ("Employer") or ("District"), and the EDUCATION MINNESOTA/EDINA, ~~hereinafter referred to as the~~ ("Union").

1.02 Preamble

Recognizing that providing quality education is the paramount aim of the Employer and the Union and that the character of such education depends largely upon the quality and morale of the teaching service, we hereby declare:

WHEREAS, the Union recognizes that the Employer, under law, has the final responsibility for establishing policies for the district, provided that such rights and responsibilities ~~shall beare~~ exercised by the Employer in conformity with the provisions of this Agreement;

WHEREAS, the Employer recognizes that teaching is a profession;

WHEREAS, the laws of the State of Minnesota authorize teachers and employers to negotiate in good faith for the purpose of reaching mutual agreement concerning terms and conditions of employment as defined in Minn. Stat. §179A of the P.E.L.R.A. Act of 1971, as amended, ~~and hereinafter referred to as~~ ("PELRA"); and

WHEREAS, the Employer and Union desire to incorporate ~~such~~ their understandings into a written agreement in the belief that such action is in the best interests of the residents of the school district, the students attending school, the Employer and the teachers represented by the Union;

NOW THEREFORE, in consideration of the following mutual covenants, the Union and the Employer hereby agree as follows:

1.03 Recognition

The Employer recognizes the Union as the sole and exclusive bargaining representative for all teachers; long-term substitute teachers, ~~(substitute teachers who replace the same teacher for more than 30 duty days)~~; and other personnel included in the appropriate unit as defined by Minn. Stat. §179A.03, Subd. 18, of PELRA. ~~Such~~ This representation ~~shall~~ excludes the superintendent, assistant superintendents, principals, assistants to the principals, directors, EAC coordinators, consultants, administrative

assistants, supervisors, trainees, and confidential or supervisory employees as defined in PELRA. The term "teacher"~~shall~~ refers to all professional employees represented by the Union in the bargaining or negotiating unit as defined above.

The Employer ~~shall will~~ provide, by October 1 of each school year, a list in electronic form to the union the names, address, telephone numbers, e-mail address, full-time equivalency ("FTE") status, worksite locations and assignment of all eligible bargaining unit members employed and shall keep that list current by notifying the Union of additions and deletions as they occur.

The Employer agrees not to negotiate or meet and confer with any teachers' organization other than the Union so long as the Union is the duly authorized, exclusive bargaining agent of the District's teachers~~of the district~~.

1.04 Rights and Privileges of the Union

1.04.1 Released Time for Union Activities

During the period covered in this Agreement the Union ~~is shall be~~ allowed up to 25 days annually to be used by teachers who are officers or agents of the Union at the discretion of the Union. ~~—~~The Union agrees to notify the Superintendent or ~~his/her~~ designee, no less than 48 hours in advance of the date for intended use of ~~said the Union~~ leave. ~~—~~The cost of substitutes for 18 of the days used ~~shall be is~~ borne by the Employer. ~~—~~Costs thereafter ~~shall be are~~ borne ~~totally completely~~ by the Union.

~~The Union~~EM/E President~~shall~~ receives a leave of absence ~~from~~ the 1.0 FTE ~~teacher position that is~~ paid by the District as described in ~~this~~ sSection 1.04.1 of the Master Agreement. ~~EM/E~~The Union will reimburse the District for ~~one-half~~.5 of this paid leave of absence ~~(salary and benefits)~~. The District will provide an itemized bill to EM/E the Union by May 31 for one-half of the Union's president's actual salary and benefits. these expenses. and such The reimbursement will be paid by June 30 for actual salary and benefits of the release time. ~~The district will provide an itemized bill to EM/E by May 31 for these expenses.~~ The Union agrees to notify the District in writing before May 1 of each year as to who this individual will be for the following school year.

~~The~~ District agrees to provide office space for ~~EM/E~~the Union, for use by its President and other elected officers to conduct the business of the Union, including:

1. A minimum of a desk, desk chair, phone, and file cabinet;
2. ~~EM/E~~the Union will be responsible for providing technology (excluding the telephone) used in the office;
3. The District and Union~~EM/E~~ agree that Union ~~EM/E~~ materials in the office will be treated as confidential Union ~~EM/E~~ property. The office will have a lock, and access will be limited to ~~EM/E~~Union officers and District custodial ~~employees~~staff performing routine maintenance; and
4. Either party may cancel its participation regarding access to the office by providing notice of cancellation a minimum of 60 calendar days prior to the date of cancellation.

1.04.2 Use of Facilities

The Union ~~shall have~~has the right to ~~the use of~~District buildings and facilities in accordance with the District's policies, rules and regulations, provided such use ~~shall does~~ not interfere with normal District activities or functions. ~~—The Union shall also have~~ the right to use District mailboxes and email for Union business. ~~—The Employer reserves~~ the right to assess charges for additional custodial and operational expense beyond normal maintenance costs resulting from ~~this~~such use.

1.04.3 Teacher Requests for Assignments

Each teacher ~~is encouraged to~~may submit to the Employer, in writing, any requests or preferences for teaching assignments for the following school year, in accordance with established staffing procedures. ~~—at the elementary and secondary levels. —~~Requests or preferences may refer to a specific assignment open for the following year but may also take the form of a request for a particular type of assignment.

1.04.4 Assignments and Transfers

The Employer reserves the right to establish policies and procedures by which teachers are assigned and transferred. Disputes over the interpretation or application of these policies ~~is~~shall be subject to final and binding arbitration as established by this Agreement.

1.04.5 Board Agendas

The Employer shall provide to the Union President ~~a copy of access to~~ all board agendas and minutes at the same time and manner they are provided to ~~all~~ board members.

1.05 Management Rights

1.05.1 Authority of the Employer

State~~The laws of the State of Minnesota~~ have vested in the Employer the

full authority to manage, control and direct the operation of the school district, and to adopt, modify or repeal policies, rules and regulations for the district. ~~—All such authority of the Employer shall continues~~ unimpaired, except as limited by a specific provision of this Agreement.

1.05.2 Provisions Contrary to Law

Any portion of this Agreement that violates any provision of ~~state or federal the laws of Minnesota or of the United States~~, ~~shall beare~~ null and void and without force and effect. The provisions of this Agreement ~~are~~ ~~shall be~~ severable, and if any provision hereof or the application of any such provision under any circumstances is held invalid, it ~~shall does~~ not affect any other provision of this Agreement or the application of such provision under other circumstances. ~~—The Employer and the Union agree to mutually amend any provision of this Agreement as necessary to comply with federal or state laws or rules and regulations promulgated thereunder.~~

1.06 Teachers' Duties and Responsibilities

Basic Duties Teachers ~~shall will~~ teach in ~~such~~ places, grades or subjects as ~~shall be~~ designated by the Employer and for which they are licensed. Teachers ~~shall~~ perform all teaching and related services as directed by the Employer, use ~~such~~ instructional materials as are approved by the Employer, and observe all policies, rules and regulations as established from time to time by the Employer. Before the end of the school year, each building administration ~~shall will~~ attempt to notify, in as far as is administratively feasible, ~~each~~ returning teachers of their tentative teaching assignment for the succeeding school year.

Teachers ~~wishall~~ attend and participate in institutes, conferences, and meetings required by the Employer. ~~—The provisions of this section wishall~~ not be inconsistent with the terms and conditions of other sections of this Agreement.

1.07 Definitions

The following definitions ~~are shall be~~ applicable to terms used in this Agreement:

Teacher A "Teacher" is any person employed by the Employer in a position for which such person must be licensed by Professional Educator and Licensure Board~~the Department of Education~~, excluding the superintendent, assistant superintendents, principals, assistants to the principals, directors, EAC coordinators, consultants,

administrative assistants, supervisors, trainees, and all confidential or supervisory employees.

Duty Day A "Duty Day" is a day a teacher is required by contract to perform basic duties.

Other Terms Other terms not specifically defined herein ~~shall~~ have the meanings given them under PELRA.

1.08 Employee Rights

1.08.1 Fair Employment Practices

The Employer undertakes and agrees that it will not directly or indirectly discourage, deprive or coerce any rights conferred by the PELRA or other ~~state or federal laws of Minnesota or the Constitution of Minnesota and the United States.~~ The Employer will not discriminate against any teacher with respect to hours, salaries, terms or conditions of employment, by reason of membership in the Union, participation in any activities of the Union or collective professional negotiations with the Employer, or institution of any grievance, complaint or proceeding under this Agreement, or otherwise with respect to any terms or conditions of employment.

The parties agree that there ~~will shall~~ be no discrimination against any teacher by reason of protected class (e.g. race, creed, ethnicity, marital status, age, sex, sexual orientation, disability, status with respect to public assistance, or national origin), and that the provisions of this Agreement ~~shall beare~~ applied in a manner that is not arbitrary, capricious or discriminatory.

1.08.2 Personnel Files

Teachers may request a copy of all evaluative material generated within the ~~d~~District and ~~shall~~ have recourse through the grievance procedure to purge false or misleading information. The Employer may charge teachers the cost to make these copies.

1.08.3 Teacher Discipline

No teacher will be disciplined without just cause.

1.09 Meet and Confer

The Employer and the Union mutually recognize that PELRA provides for the establishment of procedures whereby the parties have the obligation to meet and confer on the District's educational policies ~~of the district~~ and on matters relating to employment.

The parties agree to establish a meet and confer committee that ~~shall~~ meets at the request of either party at a mutually agreeable time to

consider any matter subject to the meet and confer process under PELRA, but no less often than once every four months.

2. SALARIES AND RELATED ITEMS

2.01 Individual Teacher Contracts

All probationary teachers ~~shall be~~are employed by written contract, which will be signed by the teacher and by the Chairperson and Clerk of the Board of Education. Each probationary teacher ~~shall be~~is compensated according to the terms of their individual contract. Compensation ~~shall be~~is consistent with the specific terms and conditions of this Agreement. All continuing contract teachers shall receive an annual notice of compensation by November 15, unless a new Agreement has yet to be ratified. In this case, teachers will receive the annual notice of compensation within 60 days of Agreement ratification. The notice of compensation ~~shall~~will be consistent with the terms and conditions of this Agreement.

2.02 Basic Salary Schedules

The ~~basic~~ salaries set forth in Appendices A and B (which are attached hereto and made a part of this contract) ~~shall be~~are effective as of July 1, 2021~~19~~, and until June 30, 2023~~1~~. ~~Basic~~sSalary schedules ~~shall~~ apply to the performance of basic duties for 184 ~~or 187~~ days, as specified in Section 5.01, during each of the above contract years. ~~Part-time~~ teachers contracted to work less than the full-time duty day or less than the full number of duty days in the work year will be paid pro-rata from these salary schedules.

2.03 Status of Basic Salary Schedules

The ~~basic~~ salary schedules set forth in this contract are not, and ~~shall~~will not be construed to be, a part of the individual contract or continuing contract of any individual teacher. ~~Such basic~~These salary schedules ~~shall~~ expire as of June 30, 2023~~1~~.

2.04 Pay Periods

The teacher has the option of 19 or 24 pay periods per year. Probationary teachers must state the choice when individual contracts are signed, or by May 1 of the prior fiscal year ~~of any year~~ when negotiations have not been completed prior to that date. ~~Continuing contract~~ teachers must notify the business office by May 1 of the prior fiscal

~~year of any year~~ if they want to change their payment option.

2.05 Credit for Outside Experience

Initial placement on the salary schedule ~~shall be is~~ as mutually agreed upon by the teacher and the Employer.

Teachers whose Edina experience is interrupted by military service will be given experience credit on the salary schedule upon their return for the time spent in such service.

2.06 Increases in Salary

2.06.1 Training

Salary adjustments for increased training ~~shall be are~~ made twice each year. The first adjustment ~~shall be is~~ made during ~~the month of~~ November and ~~shall be~~ based upon credits and degrees completed prior to September 1. Requests for adjustments in November must be filed on or before October 15 in order to be considered. Upon approval of a November adjustment, the applicable salary increase for a full contract year ~~shall include s~~ retroactive pay to the beginning of the year and the new pay rate will be paid over the remaining pay periods.

The second adjustment ~~shall be is~~ made during ~~the month of~~ April and ~~shall be~~ based upon credits and degrees completed prior to February 1. Requests for adjustments in April must be filed on or before March 15 ~~in order to be~~ considered. -Upon approval of an April adjustment, one-half (1/2) of the full year salary increase will include a retroactive payment ~~that is retroactive to from~~ the mid-point of the school year and the new pay rate will be paid over the remaining periods. In the event that an official transcript from the higher education institution where the credits were earned is unavailable in time to meet the October 15 deadline, the ~~Assistant Superintendent~~leader of Human Resources ("Human Resources") may extend the October 15 deadline for up to 30 days upon receipt of proof of credits earned that ~~the Assistant Superintendent Human Resources~~ determines to be acceptable. Requests for salary adjustments must be accompanied by a transcript of credits earned since the last adjustment was made.

2.06.2 Training Requirements for Basic Salary Adjustment for Teachers:

Training Level	Description
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BA; BA+15	A b Bachelor's d Degree issued by an institution approved by the North Central Association or an equivalent regional accrediting association. Exceptions to accreditation will be granted only with the approval of the Assistant-Superintendent Human Resources.
BA+30; BA+45	30 Quarter Hours or 20 Semester Hours. Placement will be authorized with the approval of the Assistant-Superintendent Human Resources. Prior approval of the training program is strongly recommended.
MA; MA+15	A m Master's d Degree issued by an institution approved by the North Central Association or an equivalent regional accrediting association
MA+30; MA+45	A m Master's d Degree plus 30 q Quarter h Hours or 20 s Semester h Hours.* Placement will be authorized with the approval of the Assistant-Superintendent Human Resources. Prior approval of the training program is strongly recommended.
SPEC.; MA+60; DR	A s Specialist d Degree or d Doctorate d Degree issued by an institution approved by the North Central Association or an equivalent regional accrediting association. __ New placements for specialist and doctorate degrees will be restricted to degrees earned in education majors or programs germane to a teacher's assignment. A m Master's d Degree plus 60 q Quarter h Hours or 40 s Semester h Hours. Placement will be authorized with the approval of the Assistant-Superintendent Human Resources. Prior approval of the training program is strongly recommended.

* Use of Prior Credit: Credits not required for the ~~m~~Master's ~~d~~Degree may, with the approval of the ~~Assistant-Superintendent~~Human Resources Department, be applied to lane changes beyond the ~~m~~Master's ~~d~~Degree, even though such credits were earned prior to the granting of the degree.

2.06.3 Requirements for Credit Approval

Admittance to the graduate school of an institution approved by the North Central Association, or an equivalent regional accrediting association, is a prerequisite to the acceptance of salary schedule credit for graduate work. The following exceptions to this requirement are authorized:

1. Credits at the graduate level may be approved without admittance to a graduate school; however, the course must be eligible to count toward a graduate program at that institution.
2. Undergraduate credits may be approved when requested by the Employer for the good of the ~~school-system~~ District. ~~Such-This~~ request may be initiated by the teacher.
3. Credits may be approved for salary schedule purposes upon the completion of ~~D~~istrict organized professional growth classes that take place outside the ~~school-duty~~ day. One quarter credit may be approved for the successful completion of workshops of at least 10 hours, and two quarter credits may be approved for the successful completion of workshops of at least 20 hours. Partial credit will

not be given for workshops of less than 10 or 20 hours. Teachers must receive certification of completion of the course requirements to receive credit. Teachers receiving credit will not receive any other hourly remuneration for the classes. A maximum of six credits earned under this paragraph may be allowed per salary lane change.

4. Any other exceptions to the requirements listed in this section must be approved in advance by ~~the Assistant Superintendent~~ Human Resources.

Acceptance of credit work for salary schedule purposes must be certified by an official transcript from an accredited institution.

Teachers may only receive a salary adjustment based upon credits taken during paid release time from their duty day provided they received prior approval of the ~~Assistant Superintendent~~ Human Resources.

Credit work certified for salary schedule purposes ~~shall be~~ is in the teacher's major or minor field, or, with the approval of ~~the Assistant Superintendent~~ Human Resources, in a related educational field. Programs specifically leading to degrees in other professional fields, including but not restricted to law and medicine, ~~shall will~~ not be approved for salary schedule placement purposes.

Social workers, without a Bachelor's Degree in social work and whose ~~m~~Master's ~~d~~Degree required 50 or more semester credits, will be granted 15 quarter credits beyond the MA level for the purposes of lane advancement.

2.06.4 Tuition Reimbursement

When the Employer requests a teacher to take a specific course or courses from an academic institution, the Employer will reimburse the teacher for tuition costs. The Superintendent will notify the teacher in writing of the specific course or courses requested by the ~~D~~istrict for which the teacher will be reimbursed. This request may be initiated by the teacher.

Credits reimbursed in this manner ~~will shall~~ only be utilized for placement on the teachers' salary schedule with the prior approval of ~~the Assistant Superintendent~~ Human Resources.

2.07 Full Year 's-Credit for Purposes of Step Advancement

Any teacher who works more than half the duty hours (defined as 736 of 1472 ~~or 748 of 1496 hours~~) in any school year ~~will shall~~ be given one full year of credit for the purpose of step movement on the teachers' salary schedule. Any teacher who serves less than half the duty hours in any school year ~~shall are be~~ allowed to accumulate these duty hours for the purposes of this provision. When the cumulative number of duty hours exceeds half the duty

hours, as defined above, during any school year, the teacher ~~will be~~is 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 duty hours toward the next "Full Year~~s~~ Credit" with the start of the next school year.

2.08 Payroll Deduction - Dues Check Off

Any teacher may authorize deductions from regular pay for membership dues in the Union. Additionally, a teacher may authorize deductions from regular pay for political action committee contributions; deductions must be authorized in writing. Requests for membership dues deductions must be received in writing by the business office and ~~shall continue~~s in effect from year to year unless revoked in writing between June 1 and September 1 for the following contract year. Pursuant to such authorization, the district ~~shall~~s deduct a proportionate amount of the dues from each paycheck the teacher receives during the contract year.

2.9 Tax-Sheltered Annuities

The Employer supplements the Minnesota Teachers' Retirement Association Program through ~~the use of~~ a tax-sheltered annuity program. The ~~D~~istrict matches individual contributions to the annuity fund as follows:

Placement	District Match to Employee Contribution
Step A and Step B	All BA levels: Are not eligible to participate. MA levels and above: 1.5 % of basic salary.
Step C and above	Two percent of basic salary.

To become a carrier under the District's tax-sheltered annuity program, a company must enroll a minimum of 20 employees. Any removal of an approved carrier from the list of approved carriers must be mutually agreed to by the Employer and the Union. The scheduled deadline date for the designation of a 403(b) or 457 deferred compensation carrier and the amount of the employee contribution ~~will be~~is the first Friday of December. ~~No contributions shall be made to any annuity funds that use gender as a factor in computing the amount of benefits.~~ For a teacher who changes training levels during the school year, the appropriate increase to the Employer's matching amount will be contributed to the teacher's designated tax-sheltered annuity.

Eligibility While on Leave or Temporarily Employed

1. Temporary Employees

Teachers temporarily employed are not eligible to participate in the tax-sheltered annuity program.

2. Sabbatical Leave

Teachers on sabbatical leave are eligible to participate in the tax-sheltered annuity program.

3. Military Leave

Teachers on military leave are not eligible to participate in the tax-sheltered annuity program, except as provided for in Minn. Stat. §192.26.

4. Medical Leave

Teachers on medical leave are not eligible to participate in the tax-sheltered annuity program.

5. Long Term Leave of Absence Without Pay

Teachers on long term leave of absence without pay are not eligible to participate in the tax-sheltered annuity program.

2.10 In-District Travel

The rate of reimbursement for teachers whose regular teaching assignments requires interschool travel within a duty day ~~shall be~~ is at a rate uniformly established for all district employees in accordance with appropriate I.R.S. rules.

2.11 Retirement

Teachers who retire and meet the eligibility requirements of Minn. Stat. §-471.61, subd. 2b ~~shall be~~ are eligible to continue indefinitely, at their own expense, participation in the District's group health and dental plan. These ~~Such~~ teachers may also continue, at their own expense, participation in the District's group life insurance plan, to the extent and for the duration permitted by the terms of the insurance plan. Upon becoming eligible for Medicare benefits, in order to continue on the District's health insurance benefits, the retired teacher must purchase a Medicare supplement policy directly through the hospitalization-medical insurance carrier. Payment for ~~such~~ this coverage must be paid directly to the carrier.

2.12 Early Retirement Incentive Payment

2.12.1 Eligibility

Any teacher who has reached age 50 and who has worked a minimum of 15 full years, as defined in section 2.07 of the Master Agreement, in the Edina School District and who elects to voluntarily retire at the end of any academic year ~~shall be~~ is eligible for a payment equivalent to 150 days of

basic salary based on the last year of employment.

For part-time teachers, payment will be pro-rated based on the teacher's full-time equivalent in the teacher's last year of employment.

2.12.2 Early Retirement Incentive Payment Schedule and Distribution

An eligible teacher who retires will receive the early retirement incentive payment (150 days of basic salary) divided into two separate accounts: (1) one payment into the Health Care Savings Plan (25 percent of the early retirement incentive payment); (2) three payments into the 403(b)/457 account established by the teacher (75 percent of the early retirement incentive payment).

Below is how the early retirement incentive payment will be deposited into the specified accounts: Health Care Savings Plan ("HCSP"): For all eligible employees, the Employer ~~shall~~ deposits one lump sum, which is 25 percent of the early retirement incentive payment, into the teacher's account with the Minnesota State Retirement System's Health Care Savings Plan.

Payment Date	HCSP Amount
Prior to June 30 th of Retirement Year	25% of early retirement incentive payment

403(b)/457 Account Established by Teacher: For all eligible teachers, the Employer shall deposit three equal payments, which total 75% of the early retirement incentive payment, into the 403(b) account established by the teacher.

Payment Date	403(b)/457 Amount
July 20 th 1 st yr	1/3 of 403(b) payment
July 20 th 2 nd yr	1/3 of 403(b) payment
July 20 th 3 rd yr	1/3 of 403(b) payment

2.12.3 Early Retirement Incentive Application

Applications for early retirement incentive payment for retirement at the end of the academic year must be submitted to the Human Resources Department by February 1. The retiring teacher must provide the District with account information for ~~her/his~~ the teacher's 403(b)/457 ~~in order~~ for the deposits to be made. In lieu of the early retirement incentive payments provided in this Section 2.12, a teacher may elect to receive early retirement incentive payments for which ~~such~~ the teacher has qualified under the terms of any contract covering another bargaining unit within the district. If a retired teacher dies before all or a portion of the

~~severance pay~~early retirement incentive has been disbursed, any balance remaining is due~~shall be~~ paid to a named beneficiary or, lacking same, to the deceased's estate.

2.13 Employer Contribution Toward Hospitalization-Medical Insurance

2.13.1 Employer Contribution Toward Hospitalization-Medical Insurance, Employed Prior to July 1, 2011

A full-time teacher who (1) was employed as a teacher by the District before July 1, 2011 and (2) is eligible for and receives an early retirement incentive payment under Section 2.12 is also eligible for an Employer contribution toward the Employer's hospitalization-medical insurance plan equal to the Employer's contribution for single coverage at the time of retirement. The Employer's contribution will increase each year by the same amount as the Employer's contribution to single coverage for active teachers during the period of eligibility.

The Employer premium contribution identified above will cease as of (1) the teacher becomes eligible for Medicare; (2) nine years from the date of retirement; or (3) the teacher's death, whichever is earliest.

In no event will a combined total of early retirement incentive pay and additional employer premium contributions exceed one year's pay.

2.13.2 Employer Contribution Toward Health Reimbursement Account, Employed On or After July 1, 2011

Teachers hired after July 1, 2011 are not eligible for the retiree health insurance benefits under Section 2.13.1. For teachers hired after July 1, 2011 and not eligible for the contribution in Section 2.13.1, the Employer will contribute \$600 annually to a Minnesota State Retirement System's Health Care Savings Plan after the teacher receives a non-probationary continuing contract status as a teacher covered by the Agreement between the Union and the Employer.

2.13.3 Employer Contribution to Health Reimbursement Account for Teachers Having a Basic Leave Accrual in Excess of 150 Days

A full-time teacher who is eligible for and receives an early retirement incentive under Section 2.12 is also eligible for an Employer contribution toward the Minnesota State Retirement System's Health Care Savings Plan. The cumulative total of this Employer contribution will not exceed an amount determined by multiplying \$35 times the number of the teacher's accumulated unused basic leave allowance days in excess of 150, as of the date of retirement. The amount identified above will be deposited in the retiree's account with the Minnesota State Retirement System's Health

Care Savings Plan.

2.14 Differential for Multi-Grade and Multi-Department Assignments

A salary differential in the amount of \$450.00 per semester ~~shall~~
~~be~~ paid to each teacher who meets one of the following criteria.

- (a) An elementary teacher or subject-matter specialist in a multi-grade teaching assignment required and approved by the Employer. Assignments that qualify for this differential would be limited to multi-grades within a single class section for a full teaching day. This qualification would not include subject matter specialists or other teachers who teach at more than one grade level during the course of a teaching day.
- (b) A secondary teacher in a teaching assignment required and approved by the Employer that involves at least one hour per day for the full semester in two or more of the following departments or special areas:

Visual Arts	Music
Business & Coop. Education	Physical Education & Health
*World Languages	Natural (Biological) Science
Family and Consumer Sciences	Physical Science
Technology Education	Social Studies
Language Arts	Special Education
Mathematics	AP Computer Science
	AVID

*Each world language will count as a separate area.

- (c) A secondary teacher who teaches two or more separate levels of World Language or Visual Arts courses during the same class period.

3. LEAVES OF ABSENCE

3.01 Basic Leave Allowance

A leave allowance of 12 days will be granted for each school year. Leave not used during any school year may accumulate without limit. Basic leave may be deducted in increments of four hours, six hours, or eight hours for full time teachers. For part time teachers, leave time may not be deducted in daily increments greater than the daily increment the teacher is granted at the beginning of the school year.

3.01.1 Disability Leave

A teacher may use one day of accumulated basic leave allowance for each regular teaching day the teacher is absent because of illness or physical disability, including illness or disability resulting from pregnancy or childbirth. Any teacher who has been absent may be required to present a

statement from a physician verifying an illness and certifying that the teacher has recovered sufficiently to return to normal duties. Any teacher absent more than five consecutive working days must present ~~such~~ this certification. If certification is required for an absence of less than six days, the Employer will designate the physician and pay ~~his or her~~ the physician's fee. Charges for certification for absences greater than five consecutive working days will be the teacher's responsibility ~~of the teacher~~ unless the school district requires examination by a specified physician.

A teacher who is compensated under the provisions of the Workers' Compensation Act and/or income protection insurance ~~shall be~~ is paid the difference between such compensation received and the teacher's basic salary to the extent of accrued basic leave earned. Deductions ~~shall be~~ are made from the teacher's basic leave accrual according to the prorata portion of basic leave used to supplement these benefits. While a teacher is receiving income protection insurance or workers' compensation income replacement benefits, the teacher also remains eligible for the Employer premium contribution to hospitalization-medical coverage.

3.01.2 Disaster Leave - Sick Leave Pool

For the duration of the 2021-2023 contract, the follow language sick leave pool language applies:

Purpose

1. The purpose of the sick leave pool is to support teachers who have exhausted their basic leave bank and are themselves or have an immediate family member in need of medical attention.
2. The sick leave pool coordinates with Long-Term Disability ("LTD"), which begins after teachers have been absent from their position 65 consecutive workdays. After 65 consecutive workdays the teacher must apply for LTD or return to work.

Sick Leave Committee

3. The sick leave pool is administered by the sick leave pool committee composed of 3 employees appointed by EM/E and 1 non-voting member to be appointed by the department of Human Resources. The non-voting member will assist the sick leave committee in administration of the pool.

Employee Request

4. A written request for use of sick leave pool days must be provided to human resources and accompanied by a licensed physician's verification that the teacher is unable to work due to the applicant or applicant's immediate family member's illness. For purposes of Section 3.01.2, an immediate family member includes a spouse, life partner, parent, child, or other for whom the applicant is a legal guardian.
5. The human resources department will confirm the receipt of the request within 48 business hours and forward the request to the members of the sick leave committee for review.
6. Approval of sick leave requests will be granted based on the eligibility criteria noted below.

Employee Eligibility

7. The teacher must have elected sick leave pool membership during the enrollment period to make a request of the sick leave pool.
8. The sick leave pool is available for use by teachers who have exhausted their basic leave bank and are themselves or have an immediate family member in need of medical attention.
9. The teacher must have exhausted all the teacher's basic leave allocation.
10. The teacher must provide a licensed physician's verification that the teacher is unable to work due to the applicant or applicant's immediate family member's illness.
11. Teachers who become members of the sick leave pool and who are working less than full-time are eligible for benefits only for the pro-rata portion of the school day for which they are employed.
12. Teachers on long-term leaves of absence or sabbaticals are not eligible for benefits from the sick leave pool.
13. Teachers receiving workers' compensation are not eligible to draw from the sick leave pool.
14. Sick leave days from the sick leave pool may be drawn only for designated teacher calendar duty days.
15. Benefits from the sick leave pool will end upon a member's qualification for benefits from the long-term disability insurance plan, the Teachers' Retirement Association, or Social Security.
16. A teacher cannot exceed the career maximum of 195 days of sick leave pool use inclusive of previous days used as disaster leave under Section 3.01.02.

Donation of Sick Days

17. Teachers will be able to donate their basic leave under Section 3.01 into the sick leave pool during any leave drive. All donated days will be deducted from the teachers' accrued basic leave totals under Section 3.01.
18. A leave drive will occur annually in September.
19. Should the number of days in the sick leave pool at the end of December be less than 500 days, the sick leave pool committee will decide whether a leave drive will occur or each member of the pool would be required to donate 1 day to remain in the pool.

Membership

20. Teachers are eligible to be a member of the EM/E sick leave pool.
21. To become a member of the EM/E sick leave pool, teachers must donate at least 1 day at the teacher's full-time equivalency.
22. Teachers must complete and submit a sick leave pool enrollment form to join the sick leave pool.
23. New teachers to the district may elect to join the sick leave pool within the first 60 calendar days from the teacher's start date.
24. Teachers who have not elected to become a member of the sick leave pool, may elect to become a member during a period of a sick leave pool leave drive by contributing 1 day for each year that the teacher was eligible but declined participation.
25. A written request to withdraw from sick leave pool membership in the sick leave pool must be made to the sick leave pool committee prior to 10 duty days after the first duty day for all teachers.
26. As a condition of making a withdrawal from the sick leave pool, teachers who have accessed the sick leave pool must remain members of the sick leave pool for the duration of their career in the district.

Other Provisions

27. All days donated to the sick leave pool are irretrievable by the donor teacher.

~~refer to the Disaster/Sick Leave Pool Memorandum of Understanding~~

~~which supersedes this section as a result of the establishment of the Sick Leave Pool. The Employer will provide disaster leave coverage for teachers who have exhausted accumulated basic leave days prior to the commencement of income protection insurance benefits. A teacher will become eligible for disaster leave coverage after the teacher has been continuously disabled and unable to teach for 15 consecutive duty days, as certified by a physician. Disaster leave payments shall commence as of the duty day following the last day of basic leave payment, and shall continue only for the period during which the teacher remains continuously disabled and unable to teach.~~

~~The Employer will also provide disaster leave coverage for teachers whose immediate family members have a serious health condition, as certified by a physician. For this subsection, an immediate family member includes a husband, wife, father, mother, brother, sister, son, and/or daughter. The teacher must have exhausted accumulated basic leave days prior to the commencement of disaster leave. A teacher will become eligible for disaster leave coverage after the teacher's immediate family member's serious health condition has caused the teacher to be unable to teach for 15 consecutive duty days. Disaster leave payments shall commence as of the duty day following the last day of basic leave payment, and shall continue only for the period during which the immediate family member continues to have a serious health condition and the teacher is unable to teach.~~

~~Disaster leave payments shall cease in any event after the 65th duty day of absence. A teacher may receive a maximum of 195 days of disaster leave during the course of their employment with Edina Public Schools. All previous days of disaster leave count towards the 195 day maximum.~~

3.01.3 Family Illness or Bereavement Leave

A teacher may use accumulated basic leave provided by the Employer for absences due to an illness, injury or death to the teacher's family member or nonrelative living in the household that relies on the support of the teacher for reasonable periods. The leave is on the same terms the employee is able to use accumulated basic leave allowance for the teacher's own illness or injury. The teacher may use accumulated basic leave at no salary deduction. For necessary absence because of the death of friends, the teacher may use accumulated basic leave at no salary deduction.

Medical lLeave taken under the provision is considered as a leave taken under the Family Medical Leave Act.

Teachers may, without deduction from pay or leave, also attend local

funerals when ~~such the~~ absence involves approximately two hours and when classes can be arranged for within the staff.

3.01.4 Personal Leave

Up to four days leave allowance during any one regular school year may be used by a teacher for personal leave.

Requests for personal leave must be submitted in writing to the Superintendent or the authorized representative at least three duty days in advance except in cases of extreme emergency.

A teacher making a timely request for personal leave may use such leave unless the teacher is notified that the Superintendent or ~~Assistant-Superintendent~~Human Resources Department or ~~the Superintendent's authorized representative~~ has denied the request because it does not meet the established percentage or numerical criteria. A teacher will be notified in writing of the approval or denial of a request for personal leave on or before the second duty day preceding the day requested, except that the Employer ~~shall~~ always ~~have~~ has a minimum of two full duty days within which the request may be denied because it does not meet the established percentage or numerical criteria. No more than 10 percent of the teachers in any one building will be granted personal leave for the same day. The 10 percent limitation ~~shall does~~ not restrict such personal leave allowance to less than three teachers in any single building.

On the days preceding and following a holiday, no more than two teachers per elementary building or two percent of the teachers per secondary building will be granted personal leave on the same day. In unusual circumstances, the Superintendent or ~~Assistant-Superintendent~~Human Resources Department may elect to exceed the limitations on the number of teachers on personal leave on any given day.

3.01.5 Religious Observance Leave

Up to three days leave ~~shall be~~ are granted to a teacher for required religious observance. ~~Such These~~ days must be recognized religious holidays and ~~shall are~~ not ~~be~~ permitted for circumstances where personal alternative attendance options exist. A teacher's use of These days shall be deducted from the basic leave allowance. Notification must be submitted to the Superintendent, or ~~the authorized representative~~Human Resources Department, in writing, at least three days prior to such absence.

3.01.6 Additional Personal Leave

One additional personal leave day with pay ~~shall be~~ is granted to any teacher who completed the full prior school year without using any leave

allowance for disability leave, disaster leave, family illness or death leave or personal leave, as provided for in Sections 3.01.1, 3.01.2, 3.01.3, and 3.01.4 of the Agreement. This additional leave day may be used at the teacher's discretion upon three duty days of written notice to ~~the Superintendent or authorized representative~~ Human Resources Department subject only to the numerical limitation on numbers of leaves in a single day as specified in Section 3.01.4. The teacher may request that this additional unused leave day be reimbursed at the end of the school year at the current casual substitute daily pay rate.

3.01.7 Attendance Incentive

On behalf of each teacher who meets the following criteria for use of basic leave days in a school year and who has at least 65 accrued basic leave days, the Employer ~~shall~~ will automatically deposit into the teacher's account with the Minnesota State Retirement System's Health Care Savings Plan ("HCSP") the stated number of days at the casual daily substitute rate. Such deposit will be made by June 30 of each calendar year. The teacher's basic leave day balance will automatically be reduced by an equivalent number of days.

Use of 3 or 4 basic leave days = 2 days at the casual daily sub rate

Use of 1 or 2 basic leave days = 3 days at the casual daily sub rate

Use of no basic leave days = 4 days at the casual daily sub rate

3.02 Compensatory Time

3.02.1 Guidelines

1. The accumulation of compensatory days must be pre-approved by the appropriate principal/supervisor.
2. Compensatory time will be earned on a day-for-day basis. Teachers can either receive time off or compensation at the current casual substitute base rate.
3. No more than 10 percent of licensed staff in an individual building may use compensatory time on any given day.
4. No more than two compensatory days may be taken consecutively. Compensatory days may be combined with other leaves, with approval of the appropriate supervisor, one time during a career in the District.
5. Compensatory days may not be taken on District in-service days unless arranged in advance with the building principal or Director of Teaching and Learning.
6. Compensatory usage requests must be made at least three days in advance.

7. No compensatory days may be taken after May 15.
8. There ~~shall be~~ no carryover of compensatory days from one year to the next.
9. Compensatory day usage is limited to two days per year unless additional time is granted by the appropriate supervisor.
10. Appropriate uses of compensatory days are subject to annual review.

3.02.2 Approved Uses for Compensatory Days

The following guidelines ~~shall be~~ used when these opportunities are preapproved by the appropriate principal/supervisor:

1. Kindergarten Information Night and Kindergarten Registration: One day per school year.
2. Environmental Learning Camps: Up to two days can be used for accompanying students to camp during each school year.
3. College Recommendation Writing: One day of compensatory time will be granted for a minimum of 12 students who request college recommendations, to a maximum of two days per school year. Only two compensatory days may be used in any school year.
4. Early Conferences: Two days per school year. Kindergarten teachers earn one compensatory day. (Note: Kindergarten teachers have two days in September without students to conduct most of the early conferences.)

~~5. Move: Half (1/2) day per school year. Teachers may be granted one half (1/2) school day if they are required by the District to move to another building for a work assignment.~~

3.02.3 Unapproved Activities for Earning Compensatory Days

1. Building, department, and district meetings.
2. Weekend attendance at local, state, and national conventions and other workshops.
3. Lost prep time.
4. Duties performed as part of an extra-curricular position for which a contract has been issued.

3.03 Professional Leave

Professional leave without deduction from pay or basic leave allowance may be approved to permit attendance at professional meetings and subject matter conferences, professional visitations in an approved school system or institution of higher learning, or the carrying out of other professional duties. ~~Such This~~ leave must be approved in advance by the Superintendent or ~~the authorized representative designee~~. Teachers applying for ~~such this~~ leave will be notified of approval or rejection within five working days of

the application date.

3.04 Workload Relief Days

The purpose of workload relief days is to provide teachers time during the duty day to complete job-related responsibilities. Possible uses include, but are not limited to: lesson planning, team planning, assessing student work, curriculum planning and data analysis.

1. Each teacher will receive one workload relief day each year.
2. Workload relief days may only be used between October 1 and May 15.
3. A teacher must schedule to use ~~their~~a workload relief day at least three days prior to the date(s) requested.
4. Workload relief days are not meant to replace professional leave that traditionally has been granted for specific activities (e.g. curriculum review cycle).
5. Teachers will have no basic leave deduction for using workload relief days
6. Teams of teachers are encourages to schedule their workload relief days jointly, though this is not a requirement.
7. Workload relief days may not be used on Monday or Fridays without prior approval from the ~~Assistant Superintendent~~Human Resources Department.
8. No documentation will be required for teachers to demonstrate how they used the workload relief days.
9. Workload relief days do not carry over from one year to the next year.

3.05 Sabbatical Leave

Sabbatical leave for study or professional improvement may be approved by the Employer. The purpose of a sabbatical leave shall be to afford current teachers, who have been successful in their teacher endeavors, opportunities to improve and enrich their professional lives. Teachers on intensive assistance are not eligible for sabbatical leaves. In order to be eligible for sabbatical leave, a teacher must have completed at least six full regular school years of employment by the Employer since the later of such teacher's initial date of employment by the Employer or the expiration of such teacher's last previous sabbatical leave.

The Employer may post a request for sabbatical applications relating to school district initiatives. Such proposals will seek qualified applicants with an interest in the topic to consider applying for the sabbatical opportunity. This interest may coincide with the individual's graduate

course work and/or final projects.

An application must be submitted by December 15 for a sabbatical leave during the next regular school year. Teachers with less than a Master's Degree must have been accepted in a graduate school, have attained at least a Bachelor's Degree plus 12 quarter hours graduate credit, and must submit for approval a tentative program leading to an advanced degree. An application by a teacher with less than a Master's Degree must satisfy one of the following minimum programs:

- (a) 24 semester or 36 quarter hours of graduate work without an assistantship;
- (b) 12 semester or 18 quarter hours of graduate work with an assistantship;
or
- (c) plans to write a graduate thesis or dissertation.

A teacher with a Master's Degree or training beyond that degree must include in the application a summary of plans for study, research and/or travel.

A sabbatical leave committee will screen the applications to select a list of finalists for leave consideration. The committee will use the criteria outlined in 3.05.1.1 to select qualified finalists. The selection committee shall include the following members: two district administrators, two principals, one elementary teacher, one mid-level teacher, one high school teacher and one teacher-at-large. The Superintendent or authorized representative will select the administrative representatives and the President of the Union will select the teacher representatives.

The maximum number of full-time equivalent sabbatical leaves granted for any one school year shall be one and three quarters (1-3/4) percent of the full time teachers provided a sufficient number of applicants meet the qualifications enumerated in 3.05 and 3.05.1, as determined by the selection committee. Fractions over one half (1/2) will be rounded to the next larger whole number. Fractions less than one half (1/2) will be rounded down to the next smaller whole number. Length of leaves may be for a period of one half year (first or second semester) or one full year.

A teacher who is unable to use a sabbatical leave approved by the Board is eligible to reapply for the following year, and will be given priority consideration provided the other sabbatical leave criteria are still met. If the teacher does not reapply, or otherwise fails to qualify for the sabbatical leave, the sabbatical leave will be open to other teachers who have properly submitted applications. In either event, such a sabbatical

leave shall not count toward the one and three-fourths (1-3/4) percent limit otherwise applicable to that school year.

3.05.1 Sabbatical Leave Candidate Selection

Teachers who have been granted a previous sabbatical leave from the Edina Schools and teachers applying for a travel leave without a plan for at least 12 quarter hours of study shall not be considered for sabbatical leave unless additional leaves are available after all other qualified candidates have been selected.

The following procedure shall be used in determining which qualified applicants receive sabbatical leave:

- (a) The qualified applicants shall be divided into two divisions: elementary and secondary. Teachers shall be placed in the elementary division if their duty day is primarily associated with early childhood through grade five. Teachers shall be placed in the secondary division if their duty day is primarily associated with students in grade six through grade twelve. Teachers whose job assignments do not clearly align with these grade levels must, in their applications, select either the elementary or secondary division. Teachers may submit an application in only one division each application period.
- (b) The qualified applicants in each division shall be divided into two categories, BA and MA. Teachers who are below the MA level on the salary schedule shall be placed in the BA category. Teachers who are on the MA level or above on the salary schedule shall be placed in the MA category.
- (c) Sabbatical leaves shall be granted in the elementary and secondary divisions in the same proportion as total teachers in the elementary and secondary divisions in the school system. The definition of elementary and secondary teachers will be as previously defined in 3.05.1. Calculations shall be rounded to the nearest whole number.
- (d) In each division sabbatical leaves shall be granted in the BA and MA categories in the same proportion as total BA and MA teachers in the division. The definition of BA and MA teachers will be as previously defined in 3.05.1. Calculations shall be rounded to the nearest whole number.
- (e) In the event of a deficiency of applicants in one or more of the categories, qualified applicants from the other category in that division shall fill the vacancy or vacancies.

- (f) In the event of a deficiency of qualified applicants in a division, qualified applicants from the other division shall fill the vacancy or vacancies.

The proportional allocations described in paragraphs (c) and (d) shall not apply until at least one sabbatical leave has been allocated to each of the BA and MA categories at both the elementary and secondary divisions. If there are fewer than five sabbatical leaves available in total, they will be granted on the basis of factors listed below.

3.05.1.1 Selection Criteria

The sabbatical application form will provide applicants with direction and proposal evaluation criteria. The following factors will be considered in selecting the list of qualified applicants and in determining which qualified applicants should receive a sabbatical leave if there are more qualified applicants than sabbatical leaves available. These factors are not listed in priority order.

1. Proximity to degree sought. With current emphasis upon attainment of advanced degrees, those teachers who are closest to fulfilling requirements for an advanced degree will be most likely to confer the greatest benefit upon the District and themselves by receipt of a sabbatical leave. In addition, those who expended the energy, time, and financial resources in earning graduate credits would be most likely to make optimum use of the educational opportunities provided by the sabbatical leave.
2. Relevance of qualified applicant's program to their role in the District. The applicant should clearly identify within the application how the sabbatical proposal is relevant to his or her role in the District and how it relates to District initiatives and how it relates to student achievement. The school's primary objective in a sabbatical leave program should be to enhance the teacher's competence in his or her present function rather than to provide mobility from one field to another. For example, a teacher working toward an advanced degree in her/his teaching field should have priority over a teacher working toward a degree in administration or counseling. Programs specifically leading to degrees in other professional fields, including, but not restricted to law or medicine, shall not be approved for sabbatical leave.
3. Relevance to goals and strategic plans of the district and/or school building. The applicant should clearly identify within the application

how the sabbatical proposal is relevant to school district initiatives and how it relates to student achievement.

4. Length of Service. After the above factors have been considered, if two or more candidates are considered equal, remaining leaves shall be granted on the basis of seniority in the district.
5. Applicants will be informed in writing of the final status of their sabbatical application by January 15. For applicants whose applications were denied, sufficient feedback will be provided to assist the applicant should he or she decide to reapply for a sabbatical leave in the future.

A sabbatical leave for one regular school year shall be conditioned upon agreement by the teacher to return to teach for the Employer for at least two full regular school years following the leave. A sabbatical leave for one-half (1/2) of a regular school year shall be conditioned upon agreement by the teacher to return to teach for the Employer for at least one full regular school year following the leave. If a teacher chooses not to return for service following sabbatical leave, the teacher shall refund to the District the total cost of basic salary and benefits paid to the teacher while on sabbatical leave. Benefits costs to be reimbursed include: FICA, TRA, Health, Dental, Life Insurance, and LTD Insurance.

A teacher must secure written approval from the Superintendent or his/her designee if the teacher desires or intends to significantly alter the approved sabbatical leave plan.

3.05.2 Sabbatical Leave Salaries

A teacher's salary while on the sabbatical leave will be 50% of the annual basic salary such teacher would have received in the absence of a sabbatical leave, except that the salary of a teacher who has completed at least 11 full regular school years of employment by the Employer since the termination of the last sabbatical leave for such teacher will be 75% of such annual basic salary. However, compensation by the Employer during a sabbatical leave shall in no event exceed a sum which, when added to all grants, aids, G.I. Bill and similar payment (but excluding compensation for services rendered for assistantships and the like) equals the total basic annual salary such teacher would have received in the absence of the sabbatical leave.

Salary for a part-time sabbatical leave shall be pro-rated for the period of the leave.

Those teachers eligible to receive 50% of annual basic salary may elect

to receive 75% of annual basic salary for the period of the leave and 75% of annual basic salary for a succeeding equal period of time.

A teacher on sabbatical leave remains eligible, upon request, for participation in all insurance programs for teachers. The Employer contribution toward such insurance coverage shall bear the same ratio to the normal Employer contribution for such teacher in the absence of a sabbatical leave as the ratio of such teacher's salary while on sabbatical leave to such teacher's annual basic salary. Each teacher electing to continue insurance coverage while on sabbatical leave shall contribute, through payroll deduction, any excess premium over the Employer contribution.

3.05.3 Changes in Training Level

Individuals selected for sabbatical leaves may apply for a change of training level if all appropriate work has been completed by June 30 of the summer immediately preceding the leave.

This request for increased training level shall be made in a timely fashion to conform with the provisions of Section 2.06.

3.06 Long Term Leaves of Absence Without Pay

Long term leaves of absence without pay may be requested. ~~In order~~
~~To~~ be eligible for ~~such~~ this leave, 1. a ~~A~~ teacher must have completed five full regular school years of service with the Employer, ~~and 2. such~~ his leave ~~shall~~ does not commence prior to the teacher's sixth year of employment.

All long term leaves of absence except for ~~health~~ medical reasons must be requested prior to February 1, ~~and if~~ 1. If the criteria are met, ~~shall the leave will~~ be approved by the Employer for an initial period of one regular school year, except that a leave of absence due to health, if approved, will be for an initial period of the remainder of the regular school year in which such leave begins. Not later than February 1 of each regular school year, a teacher on a long term leave must either notify ~~the Assistant Superintendent~~ Human Resources Department of intent to return at the beginning of the next regular school year or request a renewal of the long term leave of absence. Failure of the teacher on long term leave of absence without pay to notify of the intent to return or renew ~~shall be~~ is deemed a resignation and the teacher's employment with the district will be terminated. Each renewal of a long term leave of absence will be for a period of one year. No long term leave ~~shall~~ will be for a total period of more than five years.

A teacher granted a long term leave of absence will be returned to

employment at the end of ~~such~~this leave of absence to a position for which the teacher is licensed. Failure to return upon expiration of the leave of absence will result in termination of employment.

A teacher on a long term leave of absence remains eligible, upon request, for participation in all insurance programs for teachers other than income protection insurance, but must pay the entire premium for ~~all such~~any elected insurance coverage. Premium payments must be received by the business office at least one month in advance.

No teacher will be granted experience credit while on long term leave of absence.

3.06.1 Career Change Leave of Absence

A teacher may request a leave of absence during a school year under the following ~~restrictive~~ circumstances:

1. The purpose must be for a career change opportunity only.
2. The Employer reserves total discretion to grant or deny such a request, and to establish the effective date of such leave if granted. No teacher, nor the Union, ~~shall have~~has any cause, whatsoever, to seek redress or review of the decision of the Employer on such a request, nor shall such decisions be subject to arbitration.
3. A leave of absence granted during the school year, regardless of how many duty days have been served by the teacher, ~~shall be~~is considered a full year leave of absence and no experience credit for that year will be granted.

All provisions and requirements enumerated in Section 3.06 (Long Term Leaves of Absence Without Pay) ~~shall~~ apply unless expressly superseded above.

3.07 Parental Leave

3.07.1 Parental Leave Without Pay

A teacher will be granted a leave of absence without pay for a period of up to 12 months for the purpose of providing full-time care for a newborn or newly-adopted child or children. Whenever possible, the teacher will submit a completed Request for Leave of Absence Form for ~~this parental~~such leave without pay to the Human Resources Department at least four months prior to the expected commencement of the leave. ~~—~~The Employer will use a long-term substitute, if necessary, to fill a vacant position resulting from a parental leave.

Once a parental leave without pay has started, use of accumulated disability leave may be no longer available for the remainder of the leave

without pay.

Following return to active teaching duty, the teacher will be credited with the amount of ~~his or her~~the teacher's unused leave allowance as of the date of commencement of the unpaid parental leave.

3.07.2 Parental Leave with Pay

A teacher may use up to 30 days of accumulated basic leave for the birth of a child. These days need not be consecutive. Plans that include non-consecutive days are subject to mutual agreement between the Employer and the teacher. These days may be used by either parent prior to and/or after a period of physical disability arising out of the birth of a child.

1. All teachers may use one day of accumulated basic leave allowance for each duty day the teacher is absent because of illness or disability resulting from pregnancy or childbirth.
2. 10 days or more: A teacher who uses 10 or more accumulated basic leave days for illness or disability resulting from pregnancy or childbirth may use an additional 20 days of accumulated basic leave for the birth of a child as parental leave with pay.
3. Less than 10 days: A teacher who uses less than 10 accumulated basic leave days for illness or disability resulting from pregnancy or childbirth may use an additional accumulated basic leave, up to a total of 30 basic leave days, for the birth of a child as parental leave with pay.
4. The teacher must have accumulated basic leave adequate to cover the paid leave time. All basic leave days used will be deducted from accumulated basic leave days.

Examples of application of this provision can be found in Appendix G.

3.07.3 Parental Leave for Adoption

By mutual agreement between the Employer and the teacher, a teacher may use up to 30 days of accumulated basic leave prior to and/or after the adoption of a child. These days need not be consecutive.

3.07.4 Other Parental Leave Provisions

In approving a parental leave of absence, the Employer will confirm to the teacher approval of the parental leave, including the date on which the parental leave will end. A teacher may return to work prior to the date designated in the approved parental leave only if approved by the Employer at its sole discretion. Failure to return to work on the designated date will be considered a voluntary termination of employment unless a leave extension is approved by the Employer. If the parental leave includes a period of disability for the teacher, the teacher must provide the Employer with medical certification of ability to work.

A teacher returning from parental leave will be returned to the position held when placed on leave, or if not available, to any other position for which ~~such the~~ teacher is licensed, subject to the

reduction of position provisions of this Agreement.

A teacher on parental leave remains eligible, upon ~~her or his~~ request, for participation in all insurance programs for teachers other than income protection insurance but must pay the entire premium for all ~~such selected~~ insurance coverage. ~~—~~ Premium payments must be received by the business office at least one month in advance.

3.08 Judicial Leave

A teacher called for jury duty or who is subpoenaed ~~shall be~~ compensated for the difference between the teaching pay and the pay received for the performance of ~~such this~~ obligation.

3.09 Leave for Holding Public Office

A leave of absence not to exceed four years ~~shall be~~ granted to any teacher upon application for the purpose of serving in a public office at the ~~local,~~ county, state, or national level. No teacher will be granted experience credit while on ~~such this~~ leave of absence.

3.10 Military Leave

Leaves of absence for military service will be granted in accordance with all requirements of federal and state law.

A teacher on military leave is not eligible for insurance coverage while on leave, except as provided in Minn. Stat. §192.26, and except that such teacher may request continued life insurance coverage. ~~—~~ The amount of life insurance coverage available through the Employer will be reduced by the amount of life insurance coverage provided by the government. All premiums for ~~such this~~ continued life insurance coverage ~~shall be~~ paid by the teacher. Premium payments must be received by the business office at least one month in advance.

3.11 Selective Service Physical Examination

Teachers called for a selective service physical examination shall be granted a day of leave without loss of pay if ~~such this~~ examination occurs ~~on a school during the duty~~ day.

3.12 ~~Teacher on Special Assignment~~ Non-Instructional Positions for Teachers

~~The Employer may create special positions for teacher who serve the Employer in a unique capacity. Teacher on Special Assignment ("TOSA")— positions may be approved by the Employer. —~~ The purpose of these

~~TOSA positions is shall be~~ to utilize the experience, licensure, formal education, and special skills of individual teachers to perform unique, seasonal, and/or support tasks to augment the ~~essential services duties~~ necessary for ~~the successful~~ completion of the Edina Schools' mission. The potential number of ~~TOSAs these positions~~ will be determined at the sole discretion of the Employer. These special positions for teachers may be posted as teacher coordinators, teacher facilitators, coaches (e.g. peer, rigor, literacy), specialists, or teacher on special assignment positions ("TOSA"). Any special positions as part of the alternative compensation program are bound by the terms of the program and any alternative compensation agreements. TOSA positions will be posted by the Employer as such a position. ~~In order to be eligible for a TOSA position a teacher must be a tenured Edina teacher with a minimum of three years of Edina Public Schools experience. TOSA positions will be posted.~~

In the event a non-instructional teaching ~~TOSA~~ position extends beyond one year, continuance of a teacher serving in such position is contingent on a satisfactory review of the teacher's performance. The Employer reserves ~~the total~~ discretion to grant or to deny the continuance of a teacher in a ~~TOSA non-instructional teaching~~ position beyond one year. No teacher nor the Union ~~shall have~~has cause, whatsoever, to seek redress or review of the decision of the Employer to not continue a ~~TOSA teacher non-instructional teaching positions~~ beyond one year, nor ~~shall will~~ its decisions be subject to arbitration.

In the event an incumbent in a non-instructional teaching position ~~TOSA~~ is not renewed for a position that extends beyond one year, the position will be posted. If the duration of the non-instructional teaching positions is less than 7 years, At the conclusion of any TOSA assignment, a teacher will be returned to the same position held prior to the ~~special non-instructional~~ assignment or if not available, to any other position for which ~~the such~~ teacher is licensed. If the duration of the non-instructional teaching positions is 7 years or more, the teacher will be placed in a position of the teacher's licensure.

If the TOSA position extends for a duration more than three school years, the district will post the position for application every three years. The Employer may use its discretion to post the position internally or externally, during the spring staffing for other interested applicants. The incumbent in the TOSA position may also apply for the TOSA posting. Preference for the TOSA postings will be given to teachers with

successful teaching experience with the Employer.

3.13 Superintendent Discretionary Leave

Other types of absence not included herein are subject to the discretion of the Superintendent ~~of Schools~~.

3.14 Shared Contracts

Teachers sharing a contract will ~~automatically~~ be granted a half-time (.5) leave of absence.

4. INSURANCE

4.01 Group Insurance Policies

a. During the term of this Agreement, the Employer will provide all teachers who work 30 or more hours per week the program of group insurance coverage described in this Section. Part-time teachers contracted to work at least 20 hours per week but less than 30 hours per week are eligible for prorated Employer insurance premium contributions but must pay any additional premium through payroll deduction. ~~A teacher's It is understood and agreed that the eligibility of a teacher~~ for benefits ~~shall be~~ governed by the terms of the master insurance contracts in force between the Employer and the insurers providing such coverage. If there is a change in any of the employer sponsored group insurance plans or carriers that the bargaining unit has committed to participate in, the matter will be referred to the Insurance Committee for recommendation to management.

b. Basic life, accidental death & dismemberment ("AD&D") and income protection insurance coverage are based upon a teacher's salary for required annual duty days and FTE based upon the school year calendar and does not include optional duty days during the summer. Teachers required to work duty days, in addition to the regular 184/~~187~~-day work year, will be provided basic life, AD&D and income protection insurance coverage based on a salary that includes the additional required duty days. Basic life, AD&D and income protection insurance coverage for teachers who are on an unpaid leave during the duty year ~~will be~~ reduced by the amount of salary reduction incurred by the unpaid leave.

4.02 Life Insurance and Accidental Death and Dismemberment Insurance

Each full-time teacher is eligible for basic group term life insurance coverage in an amount equal to one and one-half (1 1/2) times the basic annual salary specified in such teacher's individual contract rounded up to the next

higher \$1,000, if not already a multiple of \$1,000.

Example: A teacher whose basic annual salary is \$30,000 would be insured for \$45,000.

Salary for the purpose of life insurance means the compensation provided under ~~Appendix~~ Appendices A ~~or Appendix~~ B of this Agreement, as modified by paragraph 4.01(b) if applicable. Teachers required to work duty days in addition to the regular 184/~~187~~-day work year, excluding optional duty days served during summer months, will be provided life insurance coverage based on a salary that includes the additional required duty days. Life insurance for teachers who are on an unpaid leave during the duty year ~~will be~~ is reduced by the amount of salary reduction incurred by the unpaid leave.

Each full-time teacher is eligible for accidental death and dismemberment insurance coverage in whole thousands to an amount equal to three times the whole thousands of basic annual salary specified in such teacher's individual contract. Salary for the purpose of accidental death and dismemberment means the compensation provided under ~~Appendices~~ and A or Appendix B of this Agreement, as modified by paragraph 4.01(b) if applicable. The Employer pays the entire premium for ~~such~~ this coverage.

Each full-time teacher may apply for supplementary group term life insurance coverage in multiples of \$10,000 from \$10,000 to \$300,000. Teachers electing this coverage may also apply for dependent coverage in multiples of \$5,000, from \$5,000 to \$300,000 for the spouse not to exceed the amount of the teacher's supplemental coverage. Teachers electing supplementary coverage for themselves may also elect dependent life insurance in the amounts of \$2,500, \$5,000 or \$10,000 for each dependent child under age 19. Premiums for all supplementary coverage must be paid by the individual teacher through payroll deduction.

Life insurance coverage is reduced by 35% when an employee reaches age 70.

4.03 Income Protection Insurance

Full-time teachers ~~shall be~~ are eligible for income protection insurance. The Employer ~~shall~~ contributes 100% of the premium cost of the income protection plan as provided by the insurance policy between the carrier and the Employer. In the event of a disability, the plan ~~shall~~ provides an income benefit equal to 2/3 of the salary. Salary for the purpose of income protection insurance means the compensation provided under

Appendices ~~A or Appendix~~ and B of this Agreement, as modified by paragraph 4.01(b) if applicable. Teachers required to work duty days in addition to the regular 184/~~187~~-day work year, excluding optional duty days served during summer months, will be provided income protection coverage based on a salary that includes the additional required duty days. Eligibility for disability benefits under this plan ~~shall~~ commences after a waiting period of 65 duty days and continue through the end of the disability, or until age 70, whichever comes first.

4.04 Hospitalization-Medical Insurance

Each full-time teacher may enroll for Single, Single + One, or Family coverage in the Employer's hospitalization-medical insurance program(s). Participation in these programs is voluntary.

The monthly Employer contribution ~~shall be as~~ follows:

Type of Coverage	Effective 01/01/19	Effective 01/01/20	Effective 07/01/21	Effective 07/01/22	Effective 01/01/23
Single	\$649	\$655	\$662	\$662	\$670
Single + One	\$1065	\$1076	\$1086	\$1086	\$1098
Family	\$1409	\$1423	\$1437	\$1437	\$1452

In the event that the teacher selects a hospitalization-medical insurance plan for which the monthly premium is less than the Employer contribution, the Employer will deposit, into the teacher's health savings plan, the difference between the Employer contribution and the amount of the monthly premium.

Each teacher enrolled in the program ~~shall~~ contributes, through payroll deduction, any excess of the semi-monthly premium over the Employer contribution toward the type of coverage for which ~~such the~~ teacher ~~is has~~ enrolled.

If two full-time employees in this unit are married and covered under one Family or one Single + One policy and one spouse has waived coverage, the employee enrolled in the coverage will receive the following monthly contribution:

Type of Coverage	Effective 01/01/19	Effective 01/01/20	Effective 07/01/21	Effective 07/01/22	Effective 01/1/23
Single + One	\$1715	\$1732	\$1749	\$1749	\$1768
Family	\$2056	\$2077	\$2097.33	\$2097.33	\$2118

4.05 Hospitalization-Medical-Dental Insurance

EC/FE teachers who are assigned hours in the ~~Family Early Learning~~

Center under the Community Education Services' ("CES") ~~Personnel Policies and Practices~~ Guidebook may combine their EC/FE hours and CES hours to determine eligibility for Hospitalization-Major Medical insurance benefits.

4.06 Dental Insurance

The Employer ~~shall~~ provides a dental insurance program for full-time teachers. Participation in this program is voluntary. Each teacher enrolled in the program ~~shall~~ contributes, through payroll deduction, any excess of the semi-monthly premium over the Employer contribution toward the type of coverage for which ~~such the~~ teacher is enrolled. The ~~monthly annual~~ Employer contribution ~~shall be as~~ follows:

	Effective 07/01/2119
<u>Monthly</u> Employer Contribution	\$<u>61732</u>

If two full-time teachers in this unit are married and covered under Family or Single + One policy and one spouse has waived coverage, the teacher enrolled in the coverage will receive up to the following ~~annual~~ monthly contribution:

	Effective 07/01/2119
<u>Monthly</u> Employer Contribution	\$<u>117400</u>

In no case ~~shall~~ will the teacher enrolled in the coverage receive more than the total annual premium rate for the plan in which the teacher is enrolled.

4.07 Liability Insurance

The Employer will provide advance notice to the Union and the opportunity to bargain before implementing any change reducing the scope of the liability insurance coverage for teachers provided by the Employer.

5. Duty Days & Hours

5.01 Duty Days

~~Pursuant to Minn. Stat. §120A.40 and 120A.42, t~~The School Board ~~shall~~
~~will~~ establish the school calendar for the succeeding school year prior to
April 1 each year. The number of duty days for the ~~2019-20 and 2020-21~~ school
years ~~shall be~~ 184 days for returning teachers and 187 for teachers new to
the District in a particular year. The School Board adopted calendars ~~for~~
~~2019-20 and 2020-21~~ are attached hereto and are a part of the Agreement
(Appendices F and G).

The following changes must be mutually agreed to by the Employer and
the Union in a Memorandum of Understanding:

1. Any change to the length of the student instructional day beyond 5
minutes at any site;
2. Any school calendar that starts prior to August 15 or ends after
June 15; or
3. Any school calendar that requires any teacher to work a "stretch"
calendar in which some duty days are scheduled outside the parameters
of #2 above.
~~Any school calendar that requires any teacher to work a "stretch" calendar in~~
~~which some duty days are scheduled outside the parameters of #2 above~~

Each year, teachers ~~shall~~ have three data days: one at the semester
break, one at the end of the school year, and one floating day at either
the beginning or end of the school year. Each building ~~shall~~ determines
when its floating data day ~~shall~~ occurs. Data days are reserved for
teachers to complete their job responsibilities individually. A data day
is a day in which ~~no building or district meetings shall occur~~ a teacher
will not be required to attend a district or building meeting.

5.01.1 Newly-Hired Teachers

All teachers hired by Edina Public Schools will work three additional
duty days during their first year in the District. Teachers will be
compensated at their daily pro-rata amount for each of the additional duty
days.

Additionally, teachers in their first year in the District who have
less than three full years of full-time, creditable teaching experience as
determined by the ~~Director of Teaching and Learning~~ District will be
required to participate in the New To Edina Teacher Training ("NETT")
program. This program will be offered for graduate credit or for District
credit toward increases in training levels on the salary schedule.

5.01.2 Flexible Delivery of Professional Development

The Employer and Union agree that there may be opportunities to deliver
building or district professional development that occur beyond the scheduled

duty day (e.g. online employee development, evening or weekend sessions). When such opportunities arise, the Employer and Union will work collaboratively to establish memoranda of understanding to address any variances from the School Board approved calendar.

5.02 Salary Deduction and Pay~~1~~

When salary deductions are required for duties not performed and not covered by leave policies, they shall be made at the rate of 1/184 for ~~returning teachers and 1/187 for teachers new to the District.~~ Positions requiring basic contract service beyond the normal school year shall be prorated on the same basis ~~+~~ (i.e., 1/184) ~~and 1/187~~ of annual basic salary to be added for each additional day of service beyond that in the normal school year.

5.03 Legal Holidays and Emergency Closings

Each teacher ~~shall~~ performs services on those duty days designated by the Employer, including those legal holidays on which the Employer is authorized to conduct school. Instruction days canceled due to energy shortages, severe weather or any other emergency may be rescheduled at ~~the discretion of~~ the Employer's discretion, and teachers ~~shall~~ will perform services on ~~such~~ these rescheduled days, if any. ~~It is understood that t~~ The rescheduling of canceled days may include adjustments in the length of the work day (e.g., to allow a 4-day work week of longer work days), provided that the total weekly hours required of a teacher ~~shall not be~~ are not increased. If canceled days are made up, the Employer ~~shall~~ will make reasonable efforts to reschedule ~~such~~ these days prior to the last regularly scheduled work day for the school year. See the MOU entitled Flexible Learning Days for additional information regarding emergency closures.

5.04 Hours of Employment

Each teacher is expected to devote 40 hours per week to the performance of basic duties. Daily time schedules ~~shall be~~ are as established by the Employer, with the length of the overall teacher's day being eight hours inclusive of a one-half (1/2) hour, duty-free lunch period. ~~Beginning in 2014-15 school year, a~~ All professional learning communities ("PLC")/ collaborative team time ~~must be~~ is scheduled within the duty day.

5.04.1 Changes in Days and Hours

The Employer recognizes the right of the Union to meet and confer

regarding the rescheduling of days, changes in the length of the work day, and any other changes in the school calendar.

~~5.04.2 Hours of Employment: Online Learning~~

~~Teachers whose assignment includes either online courses or blended courses (i.e. courses with both an online and traditional classroom component) may have their duty day schedule adjusted to reflect their online responsibilities, as agreed to by the Employer, teacher, and exclusive representative. Adjustments should address the Agreement's expectations for a 40-hour work week, and eight-hour duty day, prep time, and duty-free lunch. A variance from the normal duty day must be forwarded in writing by the individual teacher to the Assistant Superintendent District and the exclusive representative for approval.~~

5.05 Preparation Time

The amount of preparation time per day for each teacher may be up to 10 minutes less than the daily allocated minutes, provided that the total number of minutes of preparation time in a given week is equal to or greater than the daily average of allocated minutes per day multiplied by the number of days worked that week as provided for in Minn. Stat. §122A.50. Preparation time shall be allocated in one or two blocks of time. A request for a variance from the above must be forwarded in writing by an individual teacher to the ~~Assistant Superintendent~~ Human Resources District and to the exclusive representative for approval.

5.06 Duty-Free Lunch Period

All teachers ~~shall~~ will have a one-half (1/2) hour, duty-free lunch period. No duties, unless mutually agreed to by teacher and Employer, ~~shall be~~ are assigned during the duty-free lunch period except in the case of emergency to protect the health and safety of students and the property of the Employer.

5.06.1 Teachers Assigned to More Than One Building

Teachers assigned to more than one building ("traveling teachers") during any one duty day ~~shall receive~~ s a one-half (1/2) hour duty and travel-free lunch hour. ~~Traveling teachers will receive~~ a minimum of 20 minutes to travel from building to building. The overall length of the traveling teacher's day ~~shall be~~ is eight hours inclusive of a one-half (1/2) hour lunch period.

Traveling teachers assigned to more than one building will be provided space at each building for their scheduled time at the building. Traveling

teachers assigned to more than one building will receive preparation time in accordance with Section 5.05.

5.07 Supervisory Responsibilities

In addition to basic responsibilities for pupil direction and supervision in a direct teaching capacity, teachers may be required to perform supervisory functions in non-instructional situations for up to 5 hours annually as a part of their basic duties. Teachers assigned to more than one building in a school year are exempt from this requirement. As a part of such duties, a secondary teacher may be required to supervise up to one evening activity (e.g. dances, parties, plays) each school year.

If it is necessary for additional supervisory assignments to be made during the school year, administrators will first seek volunteers to fill ~~such~~ these assignments. If volunteers do not fill the additional supervisory assignments, the assignments will be made by mutual agreement or on a reverse seniority basis (i.e. the least senior teacher in the building will receive the first extra assignment for one day, then the next least senior teacher, etc.).

Periodically, it is necessary for principals to utilize teachers in a supervisory capacity during their unassigned period. If teachers are assigned direct supervisory responsibilities outside the instructional area in excess of 5 hours during the regular school year, they will be compensated at the rate of 1/1472, ~~or 1/1496~~, of their annual basic salary for each hour of ~~such~~ the assignment beyond the 5 hours.

Teachers who are required by the building administrator to substitute for another teacher during their unassigned period (minimum of 45 consecutive minutes) are compensated at the rate of 1/1472 of their annual basic salary for each hour of ~~such~~ this assignment. Hours for which a teacher is compensated under this provision are not counted toward the 5 hour annual supervisory requirement. The provisions of this section ~~shall~~ does not apply to substituting responsibilities requested by another teacher, as approved by the building administrator.

If there is no available substitute for a class, and a teacher is assigned to provide coverage, students may be divided among other teachers' classrooms. The teachers who gain students ~~shall~~ beare compensated at the rate of 1/1472 of their annual basic salary for each hour of such assignment.

If non-grade level or non-classroom teachers have their regular student contact responsibilities cancelled because they are re-assigned to

provide substitute coverage, due to the shift in the normal workload the teacher ~~shall be~~ compensated at the daily sub rate.

5.07.1 Records Maintenance

Building principals, or their designees, shall keep a record of such non-instructional supervisory assignments. ~~and~~ ~~to~~ This record ~~shall be~~ available for inspection upon request.

Supervisory responsibilities as described herein do not include activities that are incorporated in the Extracurricular, Extra Service, or other salary schedules for which compensation has been established, or meetings and conferences initiated by the building principal.

5.08 Secondary School Advisory

Secondary School Advisory is a time for teachers to check in with students on academic progress and provide academic and affective support to a small group of students. Advisory may consist of the following:

1. Grade/progress checks with students.
2. Conferences scheduled with parents of advisory students.
3. Provided advisory lesson plans. Teachers are not expected to create lessons for advisory. When lessons or presentations are necessary, they will be created by administration or an advisory planning committee. Teachers chosen to serve on the advisory planning committee will receive an annual stipend of \$1,000. Although teachers will not be responsible for creating lesson plans, it is recognized that it will take time to prepare for the presentations of weekly lesson or presentation and to prepare for student grade checks, so advisory time will be included in the calculations for daily prep time.

6. UNREQUESTED LEAVES OF ABSENCE

6.01 Purpose

The ~~purpose of the~~ Article ~~is to~~ sets forth a plan for providing ~~for~~ unrequested leaves of absence without pay for as many teachers as may be necessary because of discontinuance of position, lack of pupils, financial limitations, or merger of classes caused by consolidation of districts, or other reason permitted by law. This Article has been agreed upon by the Employer and the Union pursuant to the provisions of Minn. Stat. §122A.40, Subd. 10. ~~Accordingly, the provisions of Minn. Stat. §122A.40, Subd. 11 shall not be applicable to any employee included in the appropriate unit.~~

6.02 Seniority Date

Seniority ~~shall be~~ based upon continuous and unbroken employment with the Employer from the most recent date of hire, including periods of employment outside the appropriate unit and periods on authorized leaves of absence. Each teacher employed pursuant to Minn. Stat. §122A.40 will be assigned a seniority date based on the first day of actual service for the Employer. The original seniority date ~~shall be~~ retained ~~by any~~ teacher who has been ~~legally~~ terminated by resignation or termination pursuant to Minn. Stat. §122A.40 but whose employment was subsequently reinstated by the Employer without interruption of service for any other reason.

6.03 Seniority List

~~Beginning July 1, 2009, the~~ The full-time and part-time seniority lists ~~will be combined into~~ a single seniority list, with the seniority number reflective of teachers' teaching status on June 30, 2009. All full-time teachers employed in the District on June 30, 2009, ~~shall have~~ a greater seniority number than the part-time teachers employed on June 30, 2009. ~~Any teacher with a seniority number on both the full-time and part-time lists due to being laid off as a full-time teacher will retain the full-time seniority list number.~~

Teachers who begin their service after July 1, 2009, will be placed on the single seniority list. ~~No teacher who voluntarily changed status from part-time to full-time or from full-time to part-time prior to July 1, 2009, will have their seniority number recalculated to reflect earlier seniority lists.~~

Any teacher on the seniority list described in this section who subsequently is employed as an EC/FE or hourly teacher ~~shall retain~~ the seniority number on this seniority list in addition to having a seniority number on the appropriate EC/FE or hourly teacher seniority list.

6.03.1 New Licenses

A new license ~~will become~~ effective on the date it is filed with the Human Resources Department. Only those licenses filed on or before May 1 or the date of Board action eliminating positions, whichever is earlier, may be used to exercise bumping rights. Only those licenses filed before a notice of recall is issued may be used for recall rights.

6.03.2 Licenses

~~Employees shall not be~~ Teachers are not entitled to another position in which they are licensed if they fail to renew the license in the area

which they are currently employed.

6.04 Seniority List Preparation

The Employer ~~shall~~will prepare a seniority list in order of seniority number, ~~which shall~~the seniority list contains the teacher's seniority number, seniority date, name and area(s) of licensure for each teacher. All individual signed contracts ~~will be~~are time-stamped upon receipt by the office of the ~~Assistant Superintendent~~Human Resources Department, and listed on the seniority list in the order in which their signed contracts were received. The Employer will provide one copy of the list to the Union and will post one copy of the list in each school building on or before December 1 of each year.

The seniority lists ~~shall be~~are "approved" and conclusively deemed correct for all future years if there is no grievance filed within 30 days of the posting. No teacher ~~shall have~~has the right in any subsequent year to grieve ~~his or her~~the teacher's seniority ranking relative to other teachers if that ranking was included in an earlier approved list. Teachers newly added to a seniority list may challenge the correctness of their placement on the list within 30 calendar days after the date of posting. In the event that no grievance is filed within 30 days, the new information ~~shall be~~is incorporated into the approved list.

6.05 Unrequested Leaves of Absence

The Employer may place on unrequested leave of absence as many teachers as may be necessary because of discontinuance of position, lack of pupils, financial limitations, or merger of classes caused by consolidation of districts, or other reason permitted by law. In the reduction of ~~staff teachers~~ in any field in which licensing is required by the ~~Department of Education~~PELSB, teachers so licensed and currently teaching in ~~such~~this field will be placed on unrequested leave of absence in the inverse order of their position on the seniority list. No teacher who has acquired continuing contract rights ~~shall~~will be placed on unrequested leave of absence while a probationary teacher is retained in a position for which the continuing contract teacher is qualified and licensed.

If an unrequested leave of absence for any teacher would result in any violation of the Employer's affirmative action program, the Employer may retain the teacher with less seniority and the next senior teacher in the

field ~~shall will~~ be placed on unrequested leave of absence. Any teacher placed on unrequested leave of absence pursuant to this Section 6 ~~shall will~~ be notified, in writing, by personal delivery or ~~restricted delivery~~ U.S. mail, of ~~such this placement or~~ unrequested leave of absence by the date required by law (currently July 1), together with a statement of the reasons ~~therefore for~~ the placement. ~~A copy of such~~ This notification ~~shall must~~ be sent simultaneously to the Union.

6.06 Bumping Rights Procedures

The Employer ~~shall give~~ provides written notice by personal delivery or ~~restricted delivery~~ U.S. mail to each teacher it proposes to place on unrequested leave of absence. ~~A copy of such~~ This notification ~~shall is be~~ sent simultaneously to the Union. ~~Any Employee~~ A teacher proposed to be placed on unrequested leave of absence (whether or not a member of the appropriate unit) may elect to displace the teacher with the most recent seniority number who is employed in a position for which both are qualified and licensed by the ~~Department of Education~~ PELSB. ~~Any A~~ teacher so displaced ~~shall be is~~ notified of proposed placement on unrequested leave. ~~An employee shall be deemed~~ A teacher is considered to be "qualified" for the purpose of this Article only if ~~such the~~ teacher has a major in the subject matter or field and full time licensure by the ~~Department of Education~~ PELSB. A teacher ~~shall give~~ must provide written notice stating that the teacher is exercising bumping rights to the office of the ~~Assistant Superintendent~~ Human Resources Department within 10 calendar days from the date of notice of placement on unrequested leave of absence. If the Employer gives written notice stating its determination that there are no positions into which the teacher is entitled to bump, the teacher ~~shall have~~ has 10 calendar days from the date of ~~mailing of such~~ notice ~~within which~~ to review the District's assignment schedules and specify in writing all teaching positions into which the teacher claims to be entitled to bump. No bumping rights may be exercised into a position not identified. ~~Any A~~ teacher placed on unrequested leave of absence pursuant to this Article ~~shall must~~ be notified, in writing, by personal delivery or ~~restricted delivery~~ U.S. mail by the date required by law (currently July 1). ~~A copy of such~~ This notification ~~shall be is~~ sent simultaneously to the Union.

6.07 Status While on Leave

An unrequested leave of absence ~~shall be is~~ effective no later than

the close of the school year or at such earlier time as mutually agreed between the Employer and the individual teacher. ~~Any A~~ teacher placed on unrequested leave of absence ~~shall remains~~ eligible for group insurance benefits at the teacher's expense. A teacher electing to continue group insurance benefits must arrange for the prepayment of premiums through the District's group insurance administrator on a monthly basis. A teacher on ~~such unrequested~~ leave may engage in teaching or any other occupation during the period of ~~such this~~ leave, and may be eligible for unemployment compensation pursuant to the criteria for eligibility under the Unemployment ~~Compensation Act~~Insurance Law.

6.08 Recall

Except as otherwise provided in this Section, no new teacher ~~shall will~~ be employed by the Employer while there is available on unrequested leave of absence, a teacher who is properly qualified and licensed to fill the vacant position. A teacher placed on unrequested leave of absence ~~shall will~~ be recalled, as positions become available, to the position from which ~~such the~~ teacher was placed on leave or to any other position for which ~~such the~~ teacher is qualified and licensed. Reinstatement ~~shall be is~~ in the inverse order of placement on leave: the last teacher placed on unrequested leave of absence who is qualified and licensed for the position ~~shall be is~~ the first ~~teacher~~ recalled to an available position.

Notice of recall by the Employer ~~shall be is~~ complete upon mailing ~~such the~~ notice by ~~restricted delivery~~certified mail addressed to the last known address provided by the teacher to the ~~Assistant Superintendent~~Human Resources Department, or by personal delivery, ~~with a copy of such~~with this notice sent simultaneously to the Union. If notice of recall is given to any teacher on or after August 16 of any school year, ~~such the~~ teacher ~~shall have has~~ the right to defer the effective date of return to actual service until the beginning of the next succeeding school year; provided, however, that any teacher so deferring the date of return to actual service ~~shall signs~~ an individual teacher contract for ~~such the~~ next succeeding school year. A teacher who was granted an approved leave of absence prior to placement on unrequested leave of absence ~~shall also have has~~ the right to defer the effective date of recall to return to actual service until the expiration date of the original approved leave of absence, but must sign an individual contract for the return to work. Teachers with current classroom teaching assignments ~~shall are~~ not ~~be~~ eligible to return to a mid-year vacancy occurring after September 15, but ~~shall~~ have the effective

date of return to actual service deferred to the beginning of the next succeeding school year, provided that ~~such-the~~ teacher ~~shall-signs~~ an individual teacher contract for ~~such-the~~ next succeeding school year.

Any teacher accepting recall ~~shall-must~~ notify the Employer of ~~such-this~~ acceptance in writing, by certified mail, including notification of any election to defer the effective date of return to actual service, within 15 calendar days after the ~~date-of~~ mailing ~~date~~ of the notice of recall. In the event a teacher accepts recall but the effective date of return is deferred, the Employer ~~shall-be~~ is free to fill the vacant position on a temporary basis from any source, without regard to teachers remaining on unrequested leave of absence. The Employer ~~shall-is~~ also ~~be~~ free to fill any position on a temporary basis pending completion of the recall procedure.

A teacher on unrequested leave of absence ~~shall-will~~ not lose recall rights by reason of refusal to accept a position for which the teacher is qualified and licensed which has fewer hours per week than contracted for at the time of being placed on unrequested leave of absence.

6.08.1 Involuntary Transfer of Senior Teachers

~~The The Employer and the Union have reaffirmed their intent to follow the established past practice under this Article that the~~ Employer is not required to transfer more senior teachers involuntarily for the purpose of affecting the order in which less senior teachers are placed on unrequested leave, or bumped, or recalled from unrequested leave. The Employer may continue to assign varying class sections in two or more fields to any full-time position combining such fields that was in existence in the school year preceding the year of placement of teachers on unrequested leave of absence. The Employer is not required to split existing full-time assignments combining more than one field into separate part-time positions for the purpose of affecting the order in which teachers are placed on unrequested leave, or bumped, or recalled from unrequested leave; provided, however, that ~~any-a~~ teacher who has ten years or more of seniority as of September 1 of the current school year who would otherwise be placed on unrequested leave may continue to require that a combination full-time assignment be split into separate part-time positions in order to avoid being placed on unrequested leave. Teacher assignments will continue to be governed by the criteria set forth in Section 1.04.4.

6.09 Termination of Rights

A teacher's seniority rights, unrequested leave of absence, and recall

rights, if any, ~~shall~~ terminate upon the earliest of the following events:

- (a) Resignation;
- (b) Retirement;
- (c) Discharge or termination of contract;
- (d) Failure to return at the expiration of a leave of absence;
- (e) Failure to give written notification to the Employer accepting recall, including notification of any election to defer the effective day of return to actual service, within 15 calendar days after the date of receipt of notice of recall; or
- (f) The expiration of five years from the effective date of an unrequested leave of absence without recall, or a period equal to the teacher's length of active service, whichever is less.

6.10 Probationary Period

Minnesota law provides that the Employer may decline to renew a teacher's contract during a probationary period, pursuant to Minn. Stat. §122A.40, Subd. 5. At its sole discretion, the Employer may send to such teacher and to the Union a notice of intent to recall ~~such a probationary~~ teacher to future vacancies. Any probationary teacher to whom ~~such a~~ notice is sent ~~shall be~~ is entitled to recall, in seniority order, after licensed and qualified continuing contract teachers have been recalled, according to the recall procedures in this Article. Recall rights under this Section shall expire after a period equal to the length of the teacher's active service.

6.11 Teachers on Unrequested Leave Serving as Long Term Substitutes

When the Employer knows at the time a long-term substitute position is filled that the position will last for 30 duty days or more, the long-term substitute position will be offered, in order of seniority, to teachers on unrequested leave of absence who are qualified and licensed for the position. The Employer may give notice of the available substitute position to more than one teacher at a time, and may require timely acceptance of the offer. A teacher on unrequested leave of absence who accepts a long-term substitute contract remains on unrequested leave of absence, but ~~shall be~~ is paid such teacher's regular salary and benefits for the service performed as a long-term substitute teacher. Experience credit will be granted as provided in [Section 2.078]. If there is any doubt at the time the substitute position is

filled that the position will last for 30 duty days, or if the position must be filled before any teacher on unrequested leave accepts the position offered, the Employer may fill the position from any source.

7. EXTRA DUTY, EXTRA SERVICE, EXTRACURRICULAR

7.01 Extra Duty and Extra Service Assignments

Other conditions being equal, preference in making extra duty and extra service assignments will be first offered to tenured teachers regularly employed in the district, and seniority in the activity ~~shall~~ prevails. Within the school year, if an extra duty or extra service assignment is not accepted as above, the duty ~~will be~~ is assigned on a reverse seniority basis.

Contracts for extra duty and extra service assignments ~~shall~~ includes the specific assignment, the duration of ~~such the~~ assignment, all special provisions pertaining to the assignment, the salary for the assignment and the pay periods for the assignments. These extra duty and extra service contracts ~~shall are~~ not be a part of the ~~teacher's~~ continuing contract. No teacher will be required to commence ~~such an~~ assignment prior to receipt of an extra duty or extra service contract.

7.02 Extracurricular Assignments

Extracurricular assignments ~~are shall~~ not be made without the consent of the teacher involved.

Letters of agreement for extracurricular assignments ~~shall~~ include the specific assignment, the duration of ~~such the~~ assignment, all special provisions pertaining to the assignment and the salary for the assignment. Pay for ~~such the~~ assignments ~~shall are be~~ 19 or 24 payments, as stipulated in the basic teacher contract. These assignments ~~shall not are not~~ be a part of ~~the teacher's~~ continuing contract. No teacher will be required to commence ~~such this~~ assignment prior to receipt of a letter of agreement.

7.03 Extracurricular Salary Schedule

Appendix C, as attached ~~hereto~~, ~~shall be~~ are a part of this Agreement for the ~~20192021-20-22~~ and ~~20202022-21-23~~ school years.

7.04 Extra Service and Extra Duty Salary Schedules

Appendices D and E, as attached ~~hereto~~, ~~shall be~~ are a part of this Agreement for the ~~20192021-20-22~~ and ~~20202022-21-23~~ school years.

7.05 Extracurricular Study Committee

An Extracurricular Study Committee ~~shall be~~is established. The committee ~~shall consist~~s of eight members. Representatives from the following positions ~~shall be~~are appointed by the Union:

~~One member from the secondary level with girls' athletic responsibilities.~~

One member from the secondary level with ~~dramatics~~fine arts responsibilities.

One member from the secondary level with ~~club~~activities responsibilities.

One member from the secondary level with ~~boys'~~athletic clubs responsibilities.

One member from the elementary level

Representatives from the following positions ~~shall be~~are appointed by the Employer:

District Office Administrator

Activities Director

~~Two~~One Secondary Building Administrators

One Elementary Building Administrator

This committee ~~shall~~functions to evaluate and make recommendations to the Employer and the Union for new activities and for activities affected by a major and substantial change. An activity affected by minor changes will not be considered for re-evaluation. The Extracurricular Study Committee ("ESC") can be activated by the Employer and/or Union for the purposes of evaluating new activities or those that have changed substantially.

Requests for re-evaluation because of a major and substantial change in position must be submitted to the Employer and Union for review by October 1, for consideration by the ~~committee~~ESC during that school year. Requests submitted after October 1 will be considered for review the following school year.

New positions or positions changed by an outside agency, i.e., the Minnesota State High School League, or by the action of the Edina School Board, will be reviewed as soon as they are created or changed.

All members of the ~~Extracurricular Study Committee~~ESC ~~shall~~ have the right to vote.

The Extracurricular Study Committee shall evaluate the relative responsibility of each extracurricular activity and make recommendations regarding responsibility points to be designated for each. The Extracurricular Study Committee may also recommend changes in the criteria to

be used for evaluating the responsibility of positions. Such recommendations shall be reported to the Employer and the Union for salary consideration.

If and when mutual agreement is reached between the Union and the Employer regarding recommendations, the resulting salary adjustments shall be effective on the date of formal adoption by the School Board, except that any activity reassessed that has actually commenced by the date of such adoption shall be compensated at the level existing when the activity commenced. Adjustment for such an activity shall become effective in the following fiscal year.

8. HOURLY-PAID TEACHERS

8.01 Provisions Applicable to Hourly-Paid Teachers

8.01.1 Roster of Hourly-Paid Teachers

The Employer maintains separate rosters of individuals eligible to perform services as hourly-paid teachers subject to the availability of funds and annual decision by the Employer regarding the number of hourly-paid teachers and hours needed. The Employer ~~shall~~ issues to every hourly-paid or teacher an individual written contract providing that ~~such~~ the individual will be placed on the roster of eligible hourly-paid or teachers.

8.01.2 Leave Allowance

Each hourly-paid teacher will be granted prorated leave allowance, which ~~shall~~ accrues at the rate of one working day of leave allowance for each month (21.7 duty days) worked by a ~~such~~ hourly-paid teacher. Each hourly-paid teacher ~~shall be~~ is eligible for four working days of personal leave each year, according to the standards set forth in 3.01.4. Any hourly-paid teacher who has been absent may be required to present a statement from a physician verifying the illness and certifying that the hourly-paid teacher has recovered sufficiently to return to normal duties.

8.01.3 Limitations

No hourly-paid teacher ~~shall be~~ is eligible for any compensation, differential, leave or benefit of any nature whatsoever, except as specifically provided for in Article 8.

8.02 Provisions Applicable to Hourly-Paid Teachers

8.02.1 Compensation

The hourly rate of pay for individuals performing services as hourly-paid teachers ~~shall be~~ as follows:

	2019 2021-	2020 2022-
Supplemental Tutors/Success Center	^ ^ ^ ^ \$31.90 32.	^ ^ ^ ^ \$32.22 \$3
Multi-lingual Language Tutor	^ ^ ^ ^ \$31.90	^ ^ ^ ^ \$32.22 \$3
	\$32.70	3.03
LSN Subs	\$27.03	\$27.30
	\$27.71	\$27.00

Title I Teachers ~~shall be~~are paid according to the Hourly Teacher/Extra Duty Salary Schedule (Appendix E). Step advancement for Title I teachers shall be calculated according to the guidelines established in section 2.08 (Full Year's Credit) of the Master Agreement.

8.02.2 Hospitalization-Medical-Dental Insurance

Hourly-paid teachers who can be expected to work a minimum of 20 hours per week throughout the regular school year, as determined by the Employer, are eligible to participate in the Group Hospitalization-Major Medical and Dental Insurance Programs. The Employer will contribute a prorated amount based on three-fourths (3/4) of the Employer's contribution for full-time teachers working a 40 hour week.

8.02.3 In-service Requirements

Each hourly-paid teacher may be required by the Employer to attend in-service hours during each school year and will be paid for attendance at ~~such~~these required collaborative team/professional learning community work of in-service sessions at the applicable hourly rate. Parent conferences that have the approval of the building principal will also be compensated for at the hourly rate.

In the event of casual student absence, the hourly-paid teacher ~~shall be~~is paid for the assigned time. It is understood and agreed that ~~such~~this time ~~shall be~~is utilized by the hourly-paid teacher in planning and/or preparation activity.

8.02.4 Seniority List for Hourly-Paid Teachers

On or before December 1 of each year, the Employer ~~will~~prepares and delivers to the Union one copy of a separate seniority list for individuals on the roster of eligible hourly-paid teachers who have completed a probationary period in accordance with Minn. Stat. §122A.40 ~~with the Edina School District.~~

Seniority ~~will be~~is based upon continuous and unbroken employment with the Employer as an hourly-paid teacher during consecutive school years and ~~shall be~~measured from the first day of actual service in the bargaining unit under the most recent period of continuous employment. ~~Teachers with identical seniority dates shall have seniority based on the date and listing~~

order in which their individual contract was approved by the school board.

All individual signed contracts will be time- stamped upon receipt by the office of the ~~Assistant Superintendent~~ Human Resources, and listed on the seniority list in the order in which their signed contracts were received. For purposes of this Article, an hourly-paid teacher ~~shall be is~~ deemed to have had continuous and unbroken employment for a school year only if ~~such the~~ hourly-paid teacher actually performed services as a bargaining unit member for the Employer on at least 90 duty days in a school year.

Any hourly-paid teacher may challenge the correctness of ~~the information contained in~~ the seniority list. In the absence of a grievance filed within 30 calendar days from the date of mailing to the Union, the seniority list ~~shall be is~~ deemed to be conclusively correct.

8.02.5 Unrequested Leave of Absence

Placement on unrequested leave of absence ~~shall be is~~ based upon seniority among hourly-paid teachers, as appropriate. A teacher on the hourly-paid seniority list who is subsequently employed under a regular teaching contract with a new seniority date under Section 6.03 ~~shall~~ also retains the original seniority date on the hourly-paid seniority list. Recall of hourly-paid teachers ~~shall be is~~ in the inverse order of placement on unrequested leave of absence; the last hourly-paid teacher, as appropriate, placed on unrequested leave of absence ~~shall be is~~ the first recalled. All seniority, unrequested leave of absence, and recall rights of hourly-paid teachers ~~shall~~ terminate, and the hourly-paid teacher ~~shall be is~~ removed from the seniority list and roster of eligible hourly-paid teachers upon the earliest of the following events:

- a. resignation;
- b. retirement;
- c. discharge or termination of contract;
- d. failure to give written notification to the Employer accepting recall within 15 calendar days of receipt of notice of recall; or
- e. the completion of any school year in which the hourly-paid teacher has not performed services on at least 90 duty days.

8.02.6 Other Provisions of the Agreement

Hourly-paid teachers ~~also~~ qualify for individual rights and obligations according to the terms for eligibility set forth in the following sections of this Agreement: Article I (Introduction), Sections 2.0~~8~~9 (Payroll

Deduction), 2.1~~01~~ (In-District Travel), 3.03 (Professional Leave), 3.0~~54~~ (Sabbatical Leave), 3.0~~76~~ (Parental Leave), 3.0~~87~~ (Judicial Leave), 3.0~~98~~ (Leave for Holding Public Office), 3.1~~009~~ (Military Leave), 3.1~~10~~ (Selective Service Physical Examination), 3.1~~21~~ (Teacher on Special Assignment), 3.1~~32~~ (Superintendent Discretionary Leave), 4.06 (Liability Insurance), 7.02 (Extracurricular Assignments), 7.03 (Extra Service and Extra Duty Salary Schedules), 7.04 (Extracurricular Salary Schedule), and Article IX (Grievance Procedure). Nothing in this article ~~shall~~restricts the Union in the exercise of its rights on behalf of hourly-paid teachers under this Agreement.

9. GRIEVANCE PROCEDURE

9.01 Definition

A grievance is defined as a dispute or disagreement as to the interpretation or application of any term or terms of this Agreement.

A calendar day is defined as each day of the week, Sunday through Saturday. ~~During the school year if the fourteenth day of the timeline is on a nonduty day, the timeline will be extended to the first duty day following the fourteenth day.~~

9.02 Procedure

Step I

Whenever any aggrieved teacher or small group of aggrieved teachers have a grievance, they ~~shall~~will meet on an informal basis with the teacher's building principal or supervisor in an attempt to resolve the matter within 14 calendar days after becoming aware of the incident giving rise to the grievance. If the parties are unable to resolve the dispute, the grievance ~~shall~~will be reduced to writing by the exclusive representative and submitted to the ~~Assistant Superintendent~~Human Resources Department within 14 calendar days following the Step I meeting.

If the grievance involves a matter that substantially affects a large number of employees, the grievance ~~shall~~will be reduced to writing by the exclusive representative and submitted to the ~~Assistant Superintendent~~Human Resources Department and Operations within 14 calendar days after becoming aware of the grievance.

Step II

The ~~Assistant Superintendent~~Human Resources Department ~~will~~shall meet with the exclusive representative within 14 calendar days after receipt of

the Step II written grievance and attempt to mutually resolve the dispute. The parties ~~shall be~~ required to meet and negotiate in good faith at reasonable times in an attempt to resolve the grievance. If a resolution is reached, The terms of the resolution ~~shall will~~ be written on the grievance and signed by both parties. If no agreement is reached, the ~~Assistant Superintendent~~ Human Resources Department ~~shall will~~ within 14 calendar days submit to the exclusive representative the Employer's written answer denying the grievance. In its discretion, The exclusive representative ~~must may~~ submit the unresolved grievance to the Superintendent of Schools within 14 calendar days after receipt of the Employer's answer in writing.

Step III

The Superintendent ~~of Schools~~ or designee ~~shall will~~ meet with the designated official of the exclusive representative within 14 calendar days after receipt of the grievance to attempt to resolve the dispute. Upon resolution both parties shall sign a memorandum setting out the disposition of the grievance. If the parties are unable to reach agreement within 14 calendar days after the Step III meeting, either party may then request, within another 14 calendar days, by written notice to the other party that the grievance be submitted to final and binding arbitration.

Step IV

The Employer and the exclusive representative ~~shall endeavor to will~~ select a mutually acceptable arbitrator to hear and decide the grievance. If the Employer and the exclusive representative are unable to agree on an arbitrator, they ~~shall will~~ request from the Director of the Bureau of Mediation Services, State of Minnesota, a list of five arbitrator's names. The list maintained by the Director of the Bureau of Mediation Services ~~shall be made up of~~ consists of qualified arbitrators ~~who have submitted an application to the Bureau~~. The parties ~~shall will~~ alternately strike names from the list of five arbitrators until only one name remains. The remaining arbitrator ~~shall will~~ hear and decide the grievance. If the parties are unable to agree on who ~~shall strikes~~ the first name, the question ~~shall be is~~ decided by a ~~flip of the coin~~ flip.

Each party ~~shall be is~~ responsible for equally compensating the arbitrator for ~~his/her~~ the arbitrator's fee and necessary expenses.

The arbitrator ~~shall does~~ not have the power to add, to subtract from, or to modify in any way the terms of the existing Agreement.

The ~~decision of the~~ arbitrator's decision is ~~shall be~~ final and

binding upon the parties. The decision ~~shall be~~is issued to the parties by the arbitrator and a copy ~~shall be~~is filed with the Bureau of Mediation Services, State of Minnesota.

The processing of all grievances ~~shall will~~ be during the regularly scheduled working hours and the employees ~~shall will~~ not lose wages due to their necessary participation.

The parties by mutual written agreement may waive any step, and extend any time limits in the grievance procedure. However, failure, by the teacher or the Union, to adhere to the time limits without mutual agreement to waive such limits, ~~shall result~~s in a forfeit of the grievance. Failure of the Employer to act within the time limitations specified, without mutual agreement to waive such limits, ~~shall constitute~~s a denial of the grievance and ~~shall permit~~s the grievant to proceed to the next step.

10. LONG-TERM SUBSTITUTE TEACHERS

10.01 Definition

Long-term substitute teachers are substitute teachers who replace the same teacher for more than 30 duty days.

10.02 Compensation

The daily rate of pay for long-term substitute teachers for 11 continuous duty days to 30 continuous duty days is \$162.00. After 30 duty days of continuous employment as a long-term substitute teacher, the substitute teacher will be paid on a prorata basis according to the first step of the BA training level, retroactive to the first day of such continuous employment.

The daily rate of pay for District teacher retirees who work as long-term substitute teachers for more than 11 continuous duty days ~~until the end of the assignment~~ is prorata based on their step and lane at their retirement, in accordance with current appendices A and B, retroactive to the first day of such continuous employment.

If a long-term substitute is replacing a Licensed School Nurse, the hourly rate of compensation is found in subsection 8.02.1.

10.03 Hospitalization-Medical-Dental Insurance

Long-term substitute teachers who are assigned to work 30 or more hours per week for a minimum of 85 duty days, as determined by their

supervisor, are eligible to participate in the Group Hospitalization-Major Medical and Dental Insurance Programs. The Employer will contribute a prorated amount based on three-fourths (3/4) of the Employer's contribution, as stated in Section 4 of the Agreement, for full-time teachers working a 40 hour week.

10.04 Leave Allowance

After 85 duty days of continuous employment as a long-term substitute teacher, the long-term substitute teacher becomes eligible for future basic leave for personal illness at the rate of one working day per month of employment. Any long-term substitute teacher who has been absent may be required to present a statement from a physician verifying the illness and certifying that the long-term substitute teacher has recovered sufficiently to return to normal duties.

10.05 Long-term Substitute Seniority List

Long-term substitute teachers ~~will~~are not ~~be~~ placed on any seniority list.

10.06 Limitations

No long-term substitute teacher is eligible for any compensation, differential, leave or benefit of any nature whatsoever, except as specifically provided for in Article 10.

10.07 Other Applicable Provisions of the Agreement

Long-term substitute teachers also qualify for individual rights and obligations according to the terms for eligibility set forth in the following sections of this Agreement: Article I (Introduction), Sections 2.0~~89~~ (Payroll Deduction), 2.1~~04~~ (In-District Travel), 3.03 (Professional Leave), 3.0~~87~~ (Judicial Leave), 3.0~~98~~ (Leave for Holding Public Office), 3.1~~009~~ (Military Leave), 3.1~~10~~ (Selective Service Physical Examination), 3.1~~32~~ (Superintendent Discretionary Leave), 4.0~~76~~ (Liability Insurance), 5.01 (Duty Days), 5.03 (Legal Holidays and Emergency Closings), 5.04 (Hours of Employment), 5.05 (Preparation Time), 5.06 (Duty Free Lunch Period), 7.02 (Extracurricular Assignments), 7.03 (Extra~~curricular~~ ~~Service and Extra Duty~~ Salary Schedules), 7.04 (Extra Service and Extra Duty ~~curricular~~ Salary Schedules), and Article IX (Grievance Procedure). Nothing in this Article ~~shall~~restricts the Union in the exercise of its rights on behalf of long-

term substitute teachers under this Agreement.

11. MISCELLANEOUS

11.01 External Education Organizations

The Employer may enter into agreements to provide services to external education organizations ("EEO"). Any employee who voluntarily agrees to teach in an EEO setting will be covered by this Agreement for purposes of salary, benefits, and seniority. All other provisions of this contract will be replaced by the labor relations agreement or Employer-adopted labor relations plan of the EEO.

11.02 Study Hall Supervision

Study hall supervisor vacancies ~~shall be~~are filled as follows:

1. Teachers available during a given study hall period will first be offered a position and seniority in the District ~~shall~~prevails.
2. ~~Any T~~Teachers on unrequested leave will be offered any remaining available positions.
3. If vacancies still remain, the District will attempt to fill these with teachers on the District's substitute teaching list.
4. The District will attempt to fill any remaining vacancies with retired Edina teachers.
5. If vacancies still exist, the District will repeat step one and provide notification to the Union.
6. Remaining vacancies will be filled at the District's discretion.

Compensation ~~will be~~is provided as per Appendix E, Extra Duty Salary Schedule.

11.03 Open Enrollment for School-Aged Children of Teachers

School-aged children of teachers, as covered by this Agreement, who are residents of other districts, will be guaranteed open enrollment placement in the district, if (1) the parent/guardian has submitted a request for admission to the district by January 15; (2) the school board has not closed the grade, school, or program; or (3) state or federal law does not prevent the placement.

12. DURATION AND RENEGOTIATION OF AGREEMENT

12.01 Term of Agreement

This Agreement ~~shall become~~is effective on July 1, 2019, and ~~shall~~continues in full force and effect to and including June 30, 2021, and for biennial periods thereafter unless modified or terminated in accordance with the provisions of this Article ~~12~~.

12.02 Effect of Agreement

Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment to the extent inconsistent with the provisions of the Agreement, are hereby superseded.

12.03 Termination or Modification

Either party desiring to terminate or modify this Agreement must notify the other party in writing at least 90 days but not more than 120 days prior to June 30, ~~2019~~2023.

12.04 Publication of the Agreement

Copies of this Agreement titled "Master Agreement, Independent School District No. 273, Edina, Minnesota, and Education Minnesota/Edina," ~~shall be~~are published online on the District website within 30 days after two copies of the Agreement are signed for the purposes of record. ~~Further, the Employer shall furnish 40 copies of the Agreement to the Union for its use.~~

13. DOCUMENT AUTHORIZATION

IN WITNESS WHEREOF, the parties have signed this Agreement this

| _____ day of _____, ~~2019~~2021.

FOR EDUCATION MINNESOTA/EDINA

FOR IND. SCHOOL DIST. NO. 273

President

Chairperson

Teacher Representative

Clerk

Teacher Representative

Teacher Representative

Teacher Representative

EDINA PUBLIC SCHOOLS
2021-19-220 TEACHERS' BASIC SALARY
SCHEDULES

New Salary Schedule - 2021-2022

	BA/BA15	BA30/BA45	MA/MA15	MA30/MA45	MA60/SPEC/PHD
A	40,269 39,281	41,699 40,676	47,675 46,505	49,109 47,904	52,437 51,150
B	41,790 40,765	43,445 42,379	49,985 48,759	51,671 50,403	54,999 53,650
C	43,310 42,247	45,191 44,082	52,293 51,010	54,233 52,903	57,563 56,150
D	44,832 43,732	46,937 45,785	54,603 53,263	56,796 55,403	60,125 58,650
E	46,351 45,214	48,682 47,488	56,911 55,515	59,359 57,903	62,687 61,149
F	47,872 46,698	50,428 49,191	59,220 57,767	61,921 60,402	65,249 63,649
G	49,393 48,181	52,175 50,895	61,529 60,020	64,483 62,901	67,812 66,148
H	50,913 49,664	53,921 52,598	63,839 62,273	67,046 65,401	70,375 68,649
I	52,434 51,147	55,667 54,301	66,147 64,524	69,609 67,901	72,936 71,147
J	53,954 52,631	57,412 56,004	68,457 66,777	72,171 70,400	75,500 73,647
K	55,475 54,114	59,158 57,707	70,766 69,029	74,733 72,900	78,062 76,147
L	56,996 55,598	60,904 59,410	73,074 71,282	77,295 75,399	80,626 78,647
M	58,516 57,080	62,650 61,113	75,383 73,534	79,859 77,900	83,186 81,146
N	60,037 58,564	64,396 62,816	77,693 75,787	82,420 80,398	85,749 83,645
O	61,557 60,047	66,141 64,519	80,001 78,038	84,983 82,898	88,312 86,146
P	63,078 61,531	67,887 66,221	82,310 80,291	87,546 85,398	90,874 88,645
Q	64,599 63,014	69,633 67,925	84,620 82,544	90,109 87,898	93,436 91,143
R	66,119 64,497	71,277 69,627	86,930 84,797	92,671 90,397	95,999 93,644
S	67,442 65,787	72,806 71,020	88,668 86,493	94,524 92,205	97,919 95,517

EDINA PUBLIC SCHOOLS
2022-2023 ~~2020-2021~~ **TEACHERS' BASIC SALARY**
SCHEDULES

New Salary Schedule - 2022-2023

	BA/BA15	BA30/BA45	MA/MA15	MA30/MA45	MA60/SPEC/PHD
A	<u>40,672</u> 39,674	<u>42,116</u> 41,083	<u>48,151</u> 46,970	<u>49,600</u> 48,383	<u>52,961</u> 51,662
B	<u>42,207</u> 41,172	<u>43,879</u> 42,803	<u>50,485</u> 49,246	<u>52,187</u> 50,907	<u>55,549</u> 54,186
C	<u>43,743</u> 42,670	<u>45,643</u> 44,523	<u>52,816</u> 51,520	<u>54,776</u> 53,432	<u>58,138</u> 56,712
D	<u>45,280</u> 44,169	<u>47,406</u> 46,243	<u>55,149</u> 53,796	<u>57,364</u> 55,957	<u>60,726</u> 59,236
E	<u>46,814</u> 45,666	<u>49,169</u> 47,963	<u>57,480</u> 56,070	<u>59,953</u> 58,482	<u>63,314</u> 61,761
F	<u>48,351</u> 47,165	<u>50,933</u> 49,683	<u>59,812</u> 58,345	<u>62,540</u> 61,006	<u>65,902</u> 64,285
G	<u>49,887</u> 48,663	<u>52,697</u> 51,404	<u>62,145</u> 60,620	<u>65,128</u> 63,530	<u>68,490</u> 66,810
H	<u>51,423</u> 50,161	<u>54,460</u> 53,124	<u>64,478</u> 62,896	<u>67,716</u> 66,055	<u>71,079</u> 69,335
I	<u>52,958</u> 51,659	<u>56,223</u> 54,844	<u>66,808</u> 65,169	<u>70,305</u> 68,580	<u>73,665</u> 71,858
J	<u>54,494</u> 53,157	<u>57,987</u> 56,564	<u>69,141</u> 67,445	<u>72,892</u> 71,104	<u>76,255</u> 74,384
K	<u>56,030</u> 54,655	<u>59,750</u> 58,284	<u>71,473</u> 69,720	<u>75,481</u> 73,629	<u>78,842</u> 76,908
L	<u>57,566</u> 56,154	<u>61,513</u> 60,004	<u>73,805</u> 71,994	<u>78,068</u> 76,153	<u>81,432</u> 79,434
M	<u>59,101</u> 57,651	<u>63,276</u> 61,724	<u>76,137</u> 74,269	<u>80,658</u> 78,679	<u>84,018</u> 81,957
N	<u>60,638</u> 59,150	<u>65,040</u> 63,444	<u>78,470</u> 76,545	<u>83,244</u> 81,202	<u>86,607</u> 84,482
O	<u>62,172</u> 60,647	<u>66,803</u> 65,164	<u>80,801</u> 78,819	<u>85,833</u> 83,727	<u>89,195</u> 87,007
P	<u>63,709</u> 62,146	<u>68,566</u> 66,884	<u>83,134</u> 81,094	<u>88,421</u> 86,252	<u>91,783</u> 89,531
Q	<u>65,245</u> 63,644	<u>70,329</u> 68,604	<u>85,466</u> 83,369	<u>91,010</u> 88,777	<u>94,370</u> 92,055
R	<u>66,780</u> 65,142	<u>71,990</u> 70,324	<u>87,799</u> 85,645	<u>93,597</u> 91,301	<u>96,959</u> 94,580
S	<u>68,116</u> <u>66,445</u>	<u>73,534</u> <u>71,730</u>	<u>89,555</u> <u>87,358</u>	<u>95,469</u> <u>93,127</u>	<u>98,898</u> <u>96,472</u>

APPENDIX B

EDINA PUBLIC SCHOOLS 202119-230 NATIONAL BOARD CERTIFICATIONS

National Teacher Board Certification

Teachers who achieve and maintain National Teacher Board Certification ("NTBC") will receive an additional \$4000 per year. Part-time NTBS-NTBC Teachers will receive a pro-rata amount of this stipend.

National Certification Speech-Language Pathologists

Full-time sSpeech-lLanguage pPathologists who achieve and maintain nNational cCertification from the American Speech-Language-Hearing Association will receive an additional \$~~2750000~~ per year. Part-time sSpeech-lLanguage pPathologists with nNational cCertification will receive a pro-rata amount of this stipend.

National Certification School Psychologists

Full-time sSchool pPsychologists who achieve and maintain nNational cCertification from the National Association of School Psychologists will receive an additional \$~~2750000~~ per year. Part-time sSchool pPsychologists with nNational cCertification will receive a pro-rata amount of this stipend.

National Certification Occupational Therapists

Full-time oOccupational tTherapists who achieve and maintain nNational cCertification will receive an additional \$~~2750000~~ per year. Part-time oOccupational tTherapists with nNational cCertification will receive a pro-rata amount of this stipend.

National Certification Licensed School Nurses

Full-time sSchool nNurses who achieve and maintain nNational cCertification will receive an additional \$~~2750000~~ per year. Part-time sSchool nNurses with nNational cCertification will receive a pro-rata amount of this stipend.

National Certification School Social Worker

Full-time sSchool sSocial wWorkers who achieve and maintain Board Certified Diplomate in Clinical Social Work Certification will receive an additional \$~~2750000~~ per year. Part-time sSchool sSocial wWorkers will receive a pro-rata amount of this stipend.

National Certification Physical Therapists

Full-time physical therapists who achieve and maintain national certification will receive an additional \$1250 per year. Part-time Physical Therapists with national certification will receive a pro-rata amount of this stipend.

National Certification School Counselors

Full-time school counselors who achieve and maintain national certification from the National Board for Certified Counselors will receive an additional \$1250 per year. Part-time school counselors with national certification will receive a pro-rata amount of this stipend.

2020-21 NATIONAL BOARD CERTIFICATIONS

National Teacher Board Certification

Teachers who achieve and maintain National Teacher Board Certification (~~“NTBC”~~) will receive an additional \$4,000 per year. Part-time NTB~~CS~~ Teachers will receive a pro-rata amount of this stipend.

National Certification Speech-Language Pathologists

Full-time ~~sSpeech~~ ~~lLanguage~~ ~~pPathologists~~ who achieve and maintain ~~nNational~~ ~~cCertification~~ from the American Speech-Language-Hearing Association will receive an additional \$2500 per year. Part-time ~~sSpeech~~ ~~lLanguage~~ ~~pPathologists~~ with ~~nNational~~ ~~cCertification~~ will receive a pro-rata amount of this stipend.

National Certification School Psychologists

Full-time ~~sSchool~~ ~~pPsychologists~~ who achieve and maintain ~~nNational~~ ~~cCertification~~ from the National Association of School Psychologists will receive an additional \$2500 per year. Part-time ~~sSchool~~ ~~pPsychologists~~ with ~~nNational~~ ~~cCertification~~ will receive a pro-rata amount of this stipend.

National Certification Occupational Therapists

Full-time ~~oOccupational~~ ~~tTherapists~~ who achieve and maintain ~~nNational~~ ~~cCertification~~ will receive an additional \$2500 per year. Part-time ~~oOccupational~~ ~~tTherapists~~ with National Certification will receive a pro-rata amount of this stipend.

National Certification Licensed School Nurses

Full-time ~~sSchool~~ ~~nNurses~~ who achieve and maintain ~~nNational~~ ~~cCertification~~ will receive an additional \$2500 per year. Part-time ~~sSchool~~ ~~nNurses~~ with ~~nNational~~ ~~cCertification~~ will receive a pro-rata amount of this stipend.

National Certification School Social Worker

Full-time ~~sSchool~~ ~~sSocial~~ ~~wWorkers~~ who achieve and maintain Board Certified Diplomate in Clinical Social Work Certification will receive an additional \$2500 per year. Part-time ~~sSchool~~ ~~sSocial~~ ~~wWorkers~~ will receive a pro-rata amount of this stipend.

National Certification Physical Therapists

Full-time ~~pPhysical~~ ~~tTherapists~~ who achieve and maintain ~~nNational~~ ~~cCertification~~ will receive an additional \$1000 per year. Part-time Physical Therapists with ~~nNational~~ ~~cCertification~~ will receive a pro-rata amount of this stipend.

National Certification School Counselors

Full-time ~~sSchool~~ ~~cCounselors~~ who achieve and maintain ~~nNational~~ ~~cCertification~~ from the National Board for Certified Counselors will receive an additional \$1000 per year. Part-time ~~sSchool~~ ~~cCounselors~~ with ~~nNational~~ ~~cCertification~~ will receive a pro-rata amount of this stipend.

APPENDIX C - Extracurricular

ATHLETICS	Point-Value	1st Year	2019-2020 After First-Year	2019-2020 After-Second-Year	Point-Value	1st Year	2020-2021 After First-Year	2020-2021 After-Second-Year
Baseball		-	-	-		-	-	-
Varsity	50	5524	5746	5975	50	5580	5803	6034
Varsity Asst	37.5	4144	4376	4480	37.5	4185	4420	4525
Junior Varsity	35	3866	4021	4182	35	3905	4061	4224
Sophomore	35	3866	4021	4182	35	3905	4061	4224
9th Grade	35	3866	4021	4182	35	3905	4061	4224
9th Grade Asst	31.5	3480	3620	3763	31.5	3515	3656	3800
-								
Basketball								
Varsity	65	7044	7327	7619	65	7114	7401	7695
Varsity Asst-JV	48.75	5282	5495	5715	48.75	5335	5550	5773
Varsity Asst-Sr.	48.75	5282	5495	5715	48.75	5335	5550	5773
9th Grade	48.75	5282	5495	5715	48.75	5335	5550	5773
9th Grade Asst	43.88	4755	4946	5144	43.88	4802	4995	5195
-								
Cross Country								
Varsity	41	4442	4623	4807	41	4487	4669	4855
Varsity Asst	30.75	3332	3467	3604	30.75	3365	3502	3640
-								
Dance Team								
Competition	51	5532	5753	5982	51	5587	5810	6042
Junior Varsity	38.25	4148	4314	4487	38.25	4189	4358	4532
Performance	41	4442	4623	4807	41	4487	4669	4855
Junior Varsity	30.75	3332	3467	3604	30.75	3365	3502	3640
-								
Football								
Varsity	60	6502	6764	7033	60	6567	6831	7103
Varsity Asst	45	4876	5073	5276	45	4925	5124	5329
Junior Varsity	42	4552	4736	4923	42	4597	4783	4973
Junior Varsity Asst	39	4226	4397	4573	39	4268	4441	4618
Sophomore	42	4552	4736	4923	42	4597	4783	4973
Sophomore Asst	39	4226	4397	4573	39	4268	4441	4618
9th Grade	39	4226	4397	4573	39	4268	4441	4618
9th Grade Asst	35	3866	4021	4182	35	3905	4061	4224

Golf								
Varsity-	40	4335	4510	4687	40	4378	4556	4734
Junior Varsity	30	3252	3383	3516	30	3285	3417	3552
-								
Gymnastics								
Varsity-	53	5746	5975	6214	53	5803	6034	6276
Varsity Asst	39.75	4308	4480	4658	39.75	4352	4525	4705
-								
Hockey								
Varsity-	65	7044	7327	7619	65	7114	7401	7695
Varsity Asst	48.75	5282	5495	5715	48.75	5335	5550	5773
Junior Varsity	48.75	5282	5495	5715	48.75	5335	5550	5773
Junior Varsity Asst	45.5	4932	5129	5335	45.5	4981	5180	5388
-								
Lacrosse								
Varsity-	40	4335	4510	4687	40	4378	4556	4734
Varsity Asst	30	3252	3383	3516	30	3285	3417	3552
Junior Varsity	30	3252	3383	3516	30	3285	3417	3552
-								
Soccer								
Varsity	48	5185	5403	5628	48	5237	5457	5684
Varsity Asst	36	3889	4053	4220	36	3928	4094	4262
Junior Varsity	36	3889	4053	4220	36	3928	4094	4262
Sophomore	36	3889	4053	4220	36	3928	4094	4262
9th Grade	33.6	3630	3782	3938	33.6	3666	3820	3977
-								
Softball								
Varsity-	49	5311	5523	5746	49	5365	5579	5803
Varsity Assistant	36.75	3983	4143	4308	36.75	4023	4184	4352
Junior Varsity	36.75	3983	4143	4308	36.75	4023	4184	4352
Junior Varsity Asst	34	3719	3866	4021	34	3756	3905	4061
-								
Swimming & Diving								
Varsity	52	5617	5853	6096	52	5673	5912	6157
Varsity Asst	39	4212	4390	4573	39	4254	4434	4618
-								
Strength/Conditioning								
Varsity	21	2269	2362	2460	21	2292	2385	2485
Assist Coordinator	15.75	1699	1772	1846	15.75	1716	1790	1865
-								
Synchronized Swim								
Varsity-	46	4988	5184	5393	46	5038	5236	5447
Varsity Asst	34.5	3741	3887	4044	34.5	3778	3926	4085

Tennis								
Varsity-	38	4105	4277	4455	38	4146	4320	4500
Varsity Asst	28.5	3079	3208	3341	28.5	3110	3240	3374
-								
Track & Field								
Varsity-	51	5532	5753	5982	51	5587	5810	6042
Varsity Asst	38.25	4148	4314	4487	38.25	4189	4358	4532
Junior Varsity	26	3209	2931	3048	26	3241	2960	3079
Sophomore	23.4	2536	2638	2743	23.4	2561	2665	2770
-								
Volleyball								
Varsity	50	5524	5746	5975	50	5580	5803	6034
Varsity Asst—JV	37.5	4144	4376	4480	37.5	4185	4420	4525
Varsity Asst—So	37.5	4144	4376	4480	37.5	4185	4420	4525
9th Grade	35	3866	4021	4182	35	3905	4061	4224
-								
Wrestling								
Varsity-	54	5854	6086	6332	54	5913	6147	6395
Varsity Asst	40.5	4391	4566	4748	40.5	4435	4611	4795
INTRAMURALS	Point- Value	1st Year	2019-2020 After First- Year	2019-2020 After- Second- Year	Point- Value	1st Year	2020-2021 After First- Year	2020-2021 After- Second- Year
-		-	-	-		-	-	-
Alpine Skiing		-	-	-		-	-	-
Varsity	43	4660	4845	5042	43	4707	4894	5093
Varsity Asst	32.25	3496	3634	3779	32.25	3531	3670	3817
Junior Varsity	32.25	3496	3634	3779	32.25	3531	3670	3817
-								
Nordic Skiing								
Varsity	43	4660	4845	5042	43	4707	4894	5093
Varsity Asst	32.25	3496	3634	3779	32.25	3531	3670	3817
-								
Cheerleading								
Team	31	5045	5245	5454	31	5096	5298	5509
Competition	31	5045	5245	5454	31	5096	5298	5509
-								
Special Olympics								
Head Coach	28	3035	3157	3284	28	3065	3188	3317
-								
3-Season Intra								
Coordinator	4	651	677	702	4	658	684	710
-		-	-	-		-	-	-

NON-ATHLETICS	Point Value	1st Year	202119-202020 After First Year	202119-202220 After Second Year	Point Value	1st Year	202020-203121 After First Year	202020-203121 After Second Year
Senior High Drama								
Dramatics Director	30	<u>49554882</u>	<u>51515075</u>	<u>53585279</u>	30	<u>50054931</u>	<u>52035126</u>	<u>54125332</u>
Musical Director	30	<u>49554882</u>	<u>51515075</u>	<u>53585279</u>	30	<u>50054931</u>	<u>52035126</u>	<u>54125332</u>
Set Construction	9.9	<u>16351611</u>	<u>16991674</u>	<u>17701744</u>	9.9	<u>16521627</u>	<u>17161691</u>	<u>17881761</u>
Theater Asst	9.9	<u>16351611</u>	<u>16991674</u>	<u>17701744</u>	9.9	<u>16521627</u>	<u>17161691</u>	<u>17881761</u>
3 Act Play	16	<u>26432604</u>	<u>27502709</u>	<u>28582816</u>	16	<u>26692630</u>	<u>27772737</u>	<u>28872844</u>
1 Act Play	5.3	<u>872859</u>	<u>906893</u>	<u>943929</u>	5.3	<u>881868</u>	<u>915902</u>	<u>952938</u>
Sr High Drama Const	5.3	<u>872859</u>	<u>906893</u>	<u>943929</u>	5.3	<u>881868</u>	<u>915902</u>	<u>952938</u>
Tech/Costumes/Props	9	<u>14861464</u>	<u>15471524</u>	<u>16071583</u>	9	<u>15011479</u>	<u>15621539</u>	<u>16231599</u>
Middle School Drama								
Dramatics Director	16	<u>26432604</u>	<u>27502709</u>	<u>28582816</u>	16	<u>26692630</u>	<u>27772737</u>	<u>28872844</u>
Musical Director	16	<u>26432604</u>	<u>27502709</u>	<u>28582816</u>	16	<u>26692630</u>	<u>27772737</u>	<u>28872844</u>
Set Construction	5.3	<u>872859</u>	<u>906893</u>	<u>943929</u>	5.3	<u>881868</u>	<u>915902</u>	<u>952938</u>
Fall Play	16	<u>26432604</u>	<u>27502709</u>	<u>28582816</u>	16	<u>26692630</u>	<u>27772737</u>	<u>28872844</u>
Director Variety	6.4	<u>10581042</u>	<u>10991083</u>	<u>11451128</u>	6.4	<u>10681053</u>	<u>11101094</u>	<u>11561139</u>
Show Variety Show Asst	3.2	<u>530522</u>	<u>549541</u>	<u>571563</u>	3.2	<u>535527</u>	<u>555546</u>	<u>577568</u>
8 Theater Workshop	6.4	<u>10581042</u>	<u>10991083</u>	<u>11451128</u>	6.4	<u>10681053</u>	<u>11101094</u>	<u>11561139</u>
6/7 Theater Workshop	4.8	<u>792780</u>	<u>823811</u>	<u>860847</u>	4.8	<u>800788</u>	<u>831819</u>	<u>868856</u>
3 Act Play Set C	2.7	<u>449442</u>	<u>467460</u>	<u>484477</u>	2.7	<u>453447</u>	<u>472465</u>	<u>489482</u>
Tech/Costumes/Props	9	<u>14861464</u>	<u>15471524</u>	<u>16071583</u>	9	<u>15011479</u>	<u>15621539</u>	<u>16231599</u>
Class Advisors								
Senior Class	5	<u>825813</u>	<u>861848</u>	<u>893880</u>	5	<u>833821</u>	<u>869857</u>	<u>902889</u>
Junior Class	5	<u>825813</u>	<u>861848</u>	<u>893880</u>	5	<u>833821</u>	<u>869857</u>	<u>902889</u>
Sophomore Class	3.75	<u>620611</u>	<u>646636</u>	<u>669659</u>	3.75	<u>626617</u>	<u>652643</u>	<u>676666</u>
Homecoming	2.5	<u>416410</u>	<u>429423</u>	<u>446439</u>	2.5	<u>420414</u>	<u>434427</u>	<u>450444</u>
Speech Activities								
Varsity Debate	31	<u>51215045</u>	<u>53245245</u>	<u>55365454</u>	31	<u>51725096</u>	<u>53775298</u>	<u>55915509</u>
Junior Varsity Debate	21.7	<u>35823529</u>	<u>37273672</u>	<u>38773820</u>	21.7	<u>36183564</u>	<u>37643709</u>	<u>39163858</u>
Novice Debate	21.7	<u>35823529</u>	<u>37273672</u>	<u>38773820</u>	21.7	<u>36183564</u>	<u>37643709</u>	<u>39163858</u>
Speech Coach	31	<u>51215045</u>	<u>53245245</u>	<u>55365454</u>	31	<u>51725096</u>	<u>53775298</u>	<u>55915509</u>
Speech Coach Asst	21.7	<u>35823529</u>	<u>37273672</u>	<u>38773820</u>	21.7	<u>36183564</u>	<u>37643709</u>	<u>39163858</u>

Clubs/Organizations								
Mid. Sch. Student Coun.	10	<u>16701629</u>	<u>17321689</u>	<u>18041760</u>	10	<u>16861645</u>	<u>17491706</u>	<u>18221777</u>
Clubs/Organizations	5	<u>833813</u>	<u>870848</u>	<u>902880</u>	5	<u>842821</u>	<u>879857</u>	<u>911889</u>
DECA	18	<u>29942921</u>	<u>31193042</u>	<u>32473168</u>	18	<u>30242950</u>	<u>31503073</u>	<u>32793199</u>
DECA Coffee Shop Adv.	10	<u>16701629</u>	<u>17321689</u>	<u>18041760</u>	10	<u>16861645</u>	<u>17491706</u>	<u>18221777</u>
Math League	9	<u>15011464</u>	<u>15621524</u>	<u>16231583</u>	9	<u>15161479</u>	<u>15781539</u>	<u>16391599</u>
Mock Trial Adv.	15	<u>25032441</u>	<u>26022539</u>	<u>27092642</u>	15	<u>25282466</u>	<u>26282564</u>	<u>27362669</u>
AVID	5	<u>833813</u>	<u>870848</u>	<u>902880</u>	5	<u>842821</u>	<u>879857</u>	<u>911889</u>
Model United Nations	41	<u>45544442</u>	<u>47394623</u>	<u>49284807</u>	41	<u>46004487</u>	<u>47864669</u>	<u>49774855</u>
Knowledge Bowl	10	<u>16571617</u>	<u>17321689</u>	<u>18041760</u>	10	<u>16741633</u>	<u>17491706</u>	<u>18221777</u>
High School Robotics	41	<u>45544442</u>	<u>47394623</u>	<u>49284807</u>	41	<u>46004487</u>	<u>47864669</u>	<u>49774855</u>
Middle School Robotics	9	<u>15011464</u>	<u>15621524</u>	<u>16231583</u>	9	<u>15161479</u>	<u>15781539</u>	<u>16391599</u>
ASL	5	<u>833813</u>	<u>870848</u>	<u>902880</u>	5	<u>842821</u>	<u>879857</u>	<u>911889</u>
Quiz Bowl	10	<u>16701629</u>	<u>17321689</u>	<u>18041760</u>	10	<u>16861645</u>	<u>17491706</u>	<u>18221777</u>
Publications								
Sr High Newspaper	28	<u>46704556</u>	<u>48584739</u>	<u>50524928</u>	28	<u>47174601</u>	<u>49064786</u>	<u>51024977</u>
Mid. Sch. Newspaper	10	<u>16701629</u>	<u>17321689</u>	<u>18041760</u>	10	<u>16861645</u>	<u>17491706</u>	<u>18221777</u>
Sr High Yearbook	27	<u>45054394</u>	<u>46854571</u>	<u>48714752</u>	27	<u>45504438</u>	<u>47324616</u>	<u>49204799</u>
Mid. Sch. Yearbook	14	<u>23362278</u>	<u>24282369</u>	<u>25242462</u>	14	<u>23592301</u>	<u>24522392</u>	<u>25502487</u>
Mid. Sch. Pub Tech Asst	10.5	<u>17501706</u>	<u>18221777</u>	<u>18951848</u>	10.5	<u>17671724</u>	<u>18401795</u>	<u>19141867</u>
Literary Magazine	25	<u>41704067</u>	<u>43344228</u>	<u>45114400</u>	25	<u>42114108</u>	<u>43774270</u>	<u>45564444</u>
Bus. Adv. Sr High Yearbk	8	<u>13341301</u>	<u>13841351</u>	<u>14421407</u>	8	<u>13471314</u>	<u>13981364</u>	<u>14571421</u>
Tangents	16	<u>26692604</u>	<u>27782709</u>	<u>28872816</u>	16	<u>26962630</u>	<u>28062737</u>	<u>29162844</u>
School News Broadcast	9	<u>15011464</u>	<u>15621524</u>	<u>16231583</u>	9	<u>15161479</u>	<u>15781539</u>	<u>16391599</u>
INSTRUMENTAL MUSIC	Point Value	1st Year	202119-20220 After First Year	202119-20220 After Second Year	Point Value	1st Year	20220-20231 After First Year	20220-20231 After Second Year
Concert Band	32	<u>53395208</u>	<u>55515415</u>	<u>57745633</u>	32	<u>53925260</u>	<u>56075469</u>	<u>58325689</u>
Varsity Band	31	<u>51725045</u>	<u>53775245</u>	<u>55925454</u>	31	<u>52245096</u>	<u>54315298</u>	<u>56485509</u>
Marching Band	28	<u>46704556</u>	<u>48584739</u>	<u>50524928</u>	28	<u>47174601</u>	<u>49064786</u>	<u>51024977</u>
Marching Band Asst	21	<u>35043418</u>	<u>36433554</u>	<u>37883695</u>	21	<u>35393452</u>	<u>36793589</u>	<u>38263732</u>
Symphonic Band Director	21	<u>35043418</u>	<u>36433554</u>	<u>37883695</u>	21	<u>35393452</u>	<u>36793589</u>	<u>38263732</u>
Pep Band	8	<u>13341301</u>	<u>13841351</u>	<u>14421407</u>	8	<u>13471314</u>	<u>13981364</u>	<u>14571421</u>
Sophomore Jazz Band	3	<u>506494</u>	<u>528515</u>	<u>548535</u>	3	<u>512499</u>	<u>533520</u>	<u>554540</u>
Jazz Band	7	<u>11671139</u>	<u>12151185</u>	<u>12621231</u>	7	<u>11791150</u>	<u>12271197</u>	<u>12741243</u>
Concert Orchestra	27	<u>45054394</u>	<u>46854571</u>	<u>48714752</u>	27	<u>45504438</u>	<u>47324616</u>	<u>49204799</u>
Philharmonic Orchestra	14	<u>23362278</u>	<u>24282369</u>	<u>25242462</u>	14	<u>23592301</u>	<u>24522392</u>	<u>25502487</u>
Orchestra 9	10	<u>16701629</u>	<u>17321689</u>	<u>18041760</u>	10	<u>16861645</u>	<u>17491706</u>	<u>18221777</u>

Orchestra 8	7	<u>11671139</u>	<u>12151185</u>	<u>12621231</u>	7	<u>11791150</u>	<u>12271197</u>	<u>12741243</u>
Orchestra 7	7	<u>11671139</u>	<u>12151185</u>	<u>12621231</u>	7	<u>11791150</u>	<u>12271197</u>	<u>12741243</u>
Orchestra 6	5	<u>833813</u>	<u>870848</u>	<u>902880</u>	5	<u>842821</u>	<u>879857</u>	<u>911889</u>
Varsity Orchestra	14	<u>23362278</u>	<u>24282369</u>	<u>25242462</u>	14	<u>23592301</u>	<u>24522392</u>	<u>25502487</u>
Chamber Orchestra	10	<u>16701629</u>	<u>17321689</u>	<u>18041760</u>	10	<u>16861645</u>	<u>17491706</u>	<u>18221777</u>
Percussion Coach	20	<u>33363254</u>	<u>34723387</u>	<u>36093521</u>	20	<u>33703287</u>	<u>35073421</u>	<u>36453556</u>
Marching Band Manager	20	<u>33363254</u>	<u>34723387</u>	<u>36093521</u>	20	<u>33703287</u>	<u>35073421</u>	<u>36453556</u>
Band 10	10	<u>16701629</u>	<u>17321689</u>	<u>18041760</u>	10	<u>16861645</u>	<u>17491706</u>	<u>18221777</u>
Band 9	10	<u>16701629</u>	<u>17321689</u>	<u>18041760</u>	10	<u>16861645</u>	<u>17491706</u>	<u>18221777</u>
Band 8	7	<u>11671139</u>	<u>12151185</u>	<u>12621231</u>	7	<u>11791150</u>	<u>12271197</u>	<u>12741243</u>
Band 7	7	<u>11671139</u>	<u>12151185</u>	<u>12621231</u>	7	<u>11791150</u>	<u>12271197</u>	<u>12741243</u>
Band 6	5	<u>833813</u>	<u>870848</u>	<u>902880</u>	5	<u>842821</u>	<u>879857</u>	<u>911889</u>
Tournament Performances Hourly Activity Based on Varsity Band								
Vocal Music								
Concert Choir	27	<u>45054394</u>	<u>46854571</u>	<u>48714752</u>	27	<u>45504438</u>	<u>47324616</u>	<u>49204799</u>
Varsity Choir	21	<u>35033417</u>	<u>36433554</u>	<u>37883695</u>	21	<u>35383451</u>	<u>36793589</u>	<u>38263732</u>
Choir 9	10	<u>16701629</u>	<u>17321689</u>	<u>18041760</u>	10	<u>16861645</u>	<u>17491706</u>	<u>18221777</u>
Choir 8	7	<u>11671139</u>	<u>12151185</u>	<u>12621231</u>	7	<u>11791150</u>	<u>12271197</u>	<u>12741243</u>
Choir 7	7	<u>11671139</u>	<u>12151185</u>	<u>12621231</u>	7	<u>11791150</u>	<u>12271197</u>	<u>12741243</u>
Choir 6	5	<u>833813</u>	<u>870848</u>	<u>902880</u>	5	<u>842821</u>	<u>879857</u>	<u>911889</u>
Musical Drama Teacher - Gr. 9	7.5	<u>12501220</u>	<u>13001268</u>	<u>13541321</u>	7.5	<u>12631232</u>	<u>13131281</u>	<u>13681334</u>
Musical Drama Teacher - Gr. 8	5.25	<u>877855</u>	<u>910888</u>	<u>946923</u>	5.25	<u>886864</u>	<u>920897</u>	<u>955932</u>
Chamber Singers	8	<u>13341301</u>	<u>13841351</u>	<u>14421407</u>	8	<u>13471314</u>	<u>13981364</u>	<u>14571421</u>
Bel Canto Singers	21	<u>35033417</u>	<u>36433554</u>	<u>37883695</u>	21	<u>35383451</u>	<u>36793589</u>	<u>38263732</u>
Ensemble Director	8	<u>13341301</u>	<u>13841351</u>	<u>14421407</u>	8	<u>13471314</u>	<u>13981364</u>	<u>14571421</u>

APPENDIX C

EDINA PUBLIC SCHOOLS **EXTRACURRICULAR SALARY SCHEDULE**

PAYMENT PROCEDURE

A. Teaching Staff Supervising Extracurricular Activities - Athletic

~~Payment for the above services shall be made throughout the athletic season or in a lump sum at the end of the season.~~

~~Teachers receiving salary payment for extracurricular activities may elect a single lump sum payment to be made on November 30 for fall activities, March 30 for winter activities, and June 15 for spring activities provided the assignment concludes prior to that date.~~

B.A. Teaching Staff Supervising Extracurricular Activities - Non-Athletics

Payment for the above services shall be made on a prorata basis consistent with the 19 or 24 payment basic contract pay option selected by the individual, with the first payment to be made on the first pay date occurring 15 days after receipt of the signed contract in the Human Resources Department.

Teachers receiving salary payment for extracurricular activities may elect a single lump sum payment to be made on November 30 for fall activities, March 30 for winter activities, and June 15 for spring activities provided the assignment concludes prior to that date.

C.B. The Extracurricular Review Study Committee will have the authority to approve new stipends on Schedules C, assign stipends to qualifying staff, and determine qualifying staff. Teachers receiving stipends on Schedules C may request that the Extracurricular Review Committee review their stipend to determine the level of appropriate compensation and make a recommendation to be shared with the EM/E President and the ~~Assistant Superintendent~~ Human Resources Department.

POST SEASON PAY

The following applies to all activities on the Extracurricular Salary Schedule:

A. Athletic Activities

~~When an extension of the normal program beyond that defined by the time factor in the Extracurricular Position Responsibility Analysis is required by the Employer, pay for such extension shall be prorated at an hourly rate based on a calculation of the hourly rate from the normal program in the~~

~~Extracurricular Salary Schedule.~~

~~The number of personnel to be eligible and the amount of additional time for these persons shall be determined by the building principal after consultation with the Activities Director and the head coach of the activity.~~

AB. Nonathletic Activities

When an extension of the normal program beyond that defined by the time factor in the Extracurricular Position Responsibility Analysis is required by the Employer, pay for ~~such this~~ extension ~~shall be~~ is prorated at an hourly rate based on a calculation of the hourly rate from the normal program in the Extracurricular Salary Schedule.

The number of personnel to be eligible and the amount of additional time for these ~~persons shall~~ positions is ~~be~~ determined by the building principal responsible for the activity after consultation with the activity sponsor.

APPENDIX D

EDINA PUBLIC SCHOOLS
EXTRA SERVICE SALARY SCHEDULE

~~2019-2020 AND 2021-~~
2023+

	Amount 2019 2021-20202022	Amount 2020 2022-20212023
Academic Triathlon Advisor	2241 2186	2264 2208
Area Leaders, Grade 6 Team Leaders (Secondary)	5663 5523	5719 5579
Commencement Speaker/Scholars Banquet Speaker	288 281	291 284
Counselors' and Psychologists' Extra Duties	2466 2406	2491 2430
Creek Valley Environmental Project Facilitator	1960 1912	1980 1931
District Spelling Bee Coordinator	1235 1205	1248 1217
District Wide Chemical Hygiene Officer	1806 1762	1824 1779
Elementary School Patrol	1463 1427	1477 1441
Equipment Managers	8490 8282	8575 8365
Gifted and Talented Coordinator (Prorate if applicable)	5663 5523	5719 5579
Grade Level Leader, Elementary and Early Learning Center	2832 2763	2860 2790
Lunchroom & Playground Supervision Indoor & Outdoor	2033 1983	2053 2003
	2475 2414	2499 2438
Middle School Athletic Coordinator	3712 3621	3749 3657
Preparation Stipend (For middle school teachers with multiple building assignments)	810 790	818 798
Project Pride/Connect Time Coordinator	1807 1763	1825 1780
Senior High Student Council Advisor	7577 7391	7653 7465
Special Education Team Leader Base Pay	3227 3148	3259 3179
(Additional amount * per licensed FTE on their team as of October 1. Licensed FTEs must fall under one of the categories listed (Psychologist, Occupational Therapist, Speech Language Clinician, Special Education Teacher, Diagnostician). This amount will not be adjusted during the year due to changes in team staffing. In no event will the total team leader pay	*447 *431	*451 *440
Special Project/Events Coordinator/MN Reading or Math Core Leader	2033 1983	2053 2003
Staff Development Chairperson	2466 2406	2491 2430
Student Leadership Team Coordinator, Elementary, Middle School	1807 1763	1825 1780
Success Center Lead Teacher	3230 3151	3262 3182
Elementary		
Secondary	1952 1903	1971 1923
Travel Based Learning Facilitator	1960 1912	1980 1931
Teacher Evaluation Committee	1138 1110	1149 1121
Weight Room Supervision (Quarter)	718 700	725 707

APPENDIX D

EDINA PUBLIC SCHOOLS
EXTRA SERVICE SALARY SCHEDULE

~~2019 — 20 AND 2021 —~~
~~230 — 21~~

Payment Procedure

Teaching Staff - Payment for the above services ~~shall be~~ made on a prorata basis consistent with the 19 or 24 payment basic contract pay option selected by the teacher, with the first payment to be made on the first pay date occurring 15 days after the receipt of the signed contract in the Human Resources Department.

If a teacher wishes to have a lump sum payment, ~~such an~~ option must be selected on the Extra Service Contract form and be received in the Human Resources Department prior to September 15.

The Extracurricular Review Committee will have the authority to approve new stipends on Schedule D, assign stipends to qualifying staff, and determine qualifying staff. Teachers receiving stipends on Schedule D may request that the Extracurricular Review Committee review their stipend to determine the level of appropriate compensation and make a recommendation to be shared with EM/E President and the ~~Assistant Superintendent~~ Human Resources Department. Any stipend must be school board approved.

APPENDIX E

EDINA PUBLIC SCHOOLS

HOURLY TEACHER/EXTRA DUTY SALARY SCHEDULE

20~~21~~-
23~~19~~-20

<u>Training Level</u>	<u>Experience Level</u>	<u>Hourly Rate</u> <u>Effective</u>	<u>Hourly Rate</u> <u>Effective</u>
		8/15/1 9	08/15/22
		<u>0</u>	
BA	A-E	\$31. 600.82	\$31. 9113
BA	F-R	\$32. 741.94	\$33. 072.26
MA	A-E	\$32. 741.94	\$33. 072.26
MA	F-R	\$33. 672.84	\$34. 003.17
MA+45; Spec; MA + 60; Dr.	A-R	\$33. 672.84	\$34. 003.17

(Includes study hall supervision, homebound tutors, early childhood screening, hourly teachers, summer school teaching, and other summer programs such as band, post-kindergarten, speech therapy, library, and physical conditioning. As of July 1, 2018, excludes Early Childhood/Family Education.)

CURRICULUM WRITING SALARY SCHEDULE

20~~19~~-
21-23~~0~~

Curriculum writing will be paid at the rates listed below and will be paid only for work that is ~~commissioned~~required by the school district within the specifications of a contractual agreement.

<u>Training Level</u>	<u>Experience Level</u>	<u>Hourly Rate</u> <u>Effective</u>	<u>Hourly Rate</u> <u>Effective</u>
		8/15/1 9	08/15/22
		<u>0</u>	
BA	A-E	\$32. 781.98	\$33. 112.30
BA	F-R	\$33. 1397	\$34. 3.3147
MA	A-E	\$33. 9713	\$34. 3.3147
MA	F-R	\$34. 9711	\$35. 4.3245
MA+45; Spec; MA + 60; Dr	A-R	\$34. 9711	\$35. 4.3245



2019-2020 Academic Calendar

July 2019						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2019						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

November 2019						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

January 2020						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

March 2020						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

May 2020						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

* Each site will determine specific dates and times for fall & spring conference

JULY

4-5 District Holiday (Building Closed)

AUGUST

12-15 New Teacher Workshop
19 Potential Floater* (or June 3)
20-23 Building Inservice
26 First Day of School (Gr. 1-12)
27 First Day of School (ECSE, K)

SEPTEMBER

2 Labor Day
District Holiday (Building Closed)
30 Teacher Inservice (No Students)

OCTOBER

16 Early Release
17-18 Education MN Conv. (No Students)

NOVEMBER

1 Teacher Inservice (No Students)
27 Conf. Comp Day (No Students)
28-29 Thanksgiving Break (No Students)
District Holiday (Building Closed)

DECEMBER

11 Late Start
24-25 District Holiday (Building Closed)
23-31 Winter Break (No Students)

JANUARY

1 District Holiday (Building Closed)
Winter Break (No Students)
2-3 Winter Break (No Students)
14-16 Final Exams/Early Release (Gr. 9-12)
16 End of Semester I
17 Teacher Data Day (No Students)
20 Martin Luther King, Jr. Day
District Holiday (Building Closed)

FEBRUARY

17 Presidents' Day
District Holiday (Building Closed)
18 Teacher Inservice (No Students)

MARCH

13 Teacher Inservice / Conferences* (No Students)
20 Early Release
23-27 Spring Break (No Students)

APRIL

24 Late Start

MAY

25 Memorial Day
District Holiday (Building Closed)
27-29 Final Exams/Early Release (Gr. 9-12)
29 Last Day of School (All Students)
31 Commencement

JUNE

1 Teacher Data Day
2 Conf. Comp Day (No Students)
3 Potential Floater* (or Aug. 19)

August 2019						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

October 2019						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

December 2019						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2020						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

April 2020						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

June 2020						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

COLOR KEY

No Students (main academic year)
Holiday (No Students)
Early Release
Late Start
Teacher Inservice (No Students)
Teacher Data Day (No Students)
New Teacher Workshop (No Students)
Potential Floater Day (No Students)
Conference Comp Day / Alt Schedule (No Students)

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**Memorandum of Understanding
Parental Leave with Pay**

This Memorandum of Understanding ("MOU") is entered into by and between Education Minnesota/Edina ("the Union"), and Independent School District No. 273 ("the District").

WHEREAS, the Union and the District are parties to a 2013-15 Master Agreement governing the terms and conditions of employment for teachers who are employed by the District;

WHEREAS, Article 3 of the Master Agreement outlines available Leaves of Absence for teachers including Disability Leave (3.01.1) and Parental Leave with Pay (3.07.2);

WHEREAS, there is a dispute over the use and interpretation of Parental Leave with Pay pursuant to Section 3.07.2 following a period of disability resulting from pregnancy or childbirth; and

WHEREAS the Union and the District wish to amicably resolve this dispute.

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises contained in this MOU and other valuable consideration, the parties agree as follows:

1. All teachers may use at least 30 days of accumulated basic leave for the birth of a child.
2. All teachers may use one day of accumulated basic leave allowance for each regular teaching day the teacher is absent because of illness or disability resulting from pregnancy or childbirth pursuant to Section 3.07.1 of the Master Agreement.
3. A teacher who uses 10 or more accumulated basic leave days for illness or disability resulting from pregnancy or childbirth may use up to an additional 20 days of accumulated basic leave for the birth of a child as parental leave with pay.
4. A teacher who uses fewer than 10 accumulated basic leave days for illness or disability resulting from pregnancy or childbirth, may use additional accumulated basic leave up to a total of 30 days for the birth of a child as parental leave with pay.
5. In order to use basic leave for paid absences, the teacher must have accumulated basic leave adequate to cover the paid time. All basic leave days used will be deducted from accumulated basic leave.

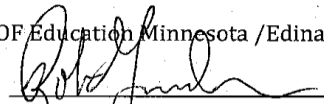
6. The following examples are being provided to illustrate paragraphs 1-5 above, and are not meant to be exhaustive:
 - a. A teacher who has an uncomplicated birth during the school year and uses 30 days of accumulated basic leave as disability leave may also use up to 20 days of accumulated basic leave as parental leave with pay.
 - b. A teacher who has a child during the summer months, and whose disability period falls entirely outside of the school year, may use up to 30 days of accumulated basic leave for the birth of a child as parental leave with pay.
 - c. A teacher who has a child during the summer months, but whose disability period lasts 5 duty days into the school year, may use 5 days of accumulated basic leave as disability leave and may also use up to 25 days of accumulated basic leave as parental leave with pay.
 - d. A teacher who has a child during the summer months, but whose disability period lasts 15 duty days into the school year, may use 15 days of accumulated basic leave as disability leave and may also use up to 20 days of accumulated basic leave as parental leave with pay.
 - e. A teacher who has a child near the end of a school year and uses 7 days of accumulated basic leave as disability leave as the school year ends, may also use up to 23 days of accumulated basic leave as parental leave with pay at the start of the following school year.
 - f. A teacher who has a child near the end of a school year and uses 20 days of accumulated basic leave as disability leave as the school year ends, may also use up to 20 days of accumulated basic leave as parental leave with pay at the start of the following school year.
7. Grievance Procedure. Should there be any disagreement as to the application of this MOU, the parties agree that this MOU will be subject to the grievance procedure in Article 9 Section 9.02 of the Master Agreement.
8. The benefits outlined in this MOU will apply to all teachers who have applied for and/or been granted a parental leave with pay during the 2014-2015 school year in addition to future parental leave with pay requests.
9. This MOU shall be binding upon the parties until such time, if ever, it is changed through the contract negotiation process.
10. Unless specifically modified by this MOU, the leave provisions in the Master Agreement remain unchanged.

11. Entire Agreement. This MOU constitutes the entire agreement between the parties. No party has relied upon any statements or promises that are not set forth in this MOU. No changes to this MOU are valid unless they are in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have entered into this MOU on the dates shown below.

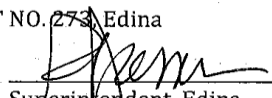
AUTHORIZED REPRESENTATIVE OF Education Minnesota /Edina

Date: 10/23/14


EM/E President

INDEPENDENT SCHOOL DISTRICT NO. 273, Edina

Date: _____


Superintendent, Edina

Date: 10/24/2014


Director of Human Resources, Edina

EDINA PUBLIC SCHOOLS
MEMORANDUM

**MEMORANDUM OF UNDERSTANDING
BETWEEN EDUCATION MINNESOTA/EDINA AND EDINA PUBLIC SCHOOLS
REGARDING TESTING AUDIT**

Whereas in June 2015 the Minnesota legislature passed, and the governor signed, an education bill that includes provisions regarding testing in Minnesota public schools; and

Whereas both Education Minnesota/Edina ("EM/E") and Edina Public Schools ("the District") have a vested interest in ensuring that assessments used in the school district are effective, relevant, and meaningful to teaching and learning; and

Whereas the District and EM/E continually strive to implement best practices in instruction and assessment; and

Whereas a regular, purposeful review of assessment practices demonstrates a commitment to student achievement per Minn. Stats. §120B.11, School District Process for Reviewing Curriculum, Instruction, and Student Achievement. Striving for the World's Best Workforce;

Therefore, EM/E and the District agree to continue the work started under the Testing Audit Taskforce by formalizing it as the District Assessment Advisory Committee to study and make recommendations regarding testing in Edina Public Schools. The District and EM/E agree to establish this committee to complete the directives as outlined in Minn. Stats. §120B.11.

Committee Composition: The Committee shall have 10 members. This includes 5 District appointees and 5 EM/E appointees. Committee members should have a variety of backgrounds, K-12.

Tasks: The committee will complete the tasks as outlined in Minn. Stats. §120B.11.

EM/E and the District are in agreement with the above language as evidence by their representatives' signatures below.



Education Minnesota/Edina President

12/16/16
Date



Director of Human Resources and Operations

12/16/2016
Date

**Memorandum of Understanding
Between Edina Public Schools and Education Minnesota/Edina**

Professional Advisory Council

This Memorandum of Understanding is entered into between Edina Public Schools District 273 (herein referred to as the "District") and Education Minnesota/Edina (hereinafter referred to as "EM/E") as follows:

The District and EM/E agree that there is a need to have involvement of teachers in the decision-making processes of Edina Public Schools. The District and EM/E agree that education is ever-changing, and, while initiatives are most often positive and borne of good intention, the potential adverse impact on teachers' time and the District's professional development capacity must be intentionally considered.

Therefore, the District and EM/E agree to create a Professional Advisory Council charged with the following:

- 1) Develop a common understanding of what constitutes an "initiative" for purposes of this Council's review and management;
- 2) Identify initiatives already in process and those being considered;
- 3) Consider the District's staffing, technology, resources, such as time and cost, to successfully support the initiatives;
- 4) Provide feedback to the Superintendent to voice concerns and make suggestions to improve the process for current or proposed initiatives.
- 5) Members of the council will communicate the information of the initiatives to all EM/E members.

The Council shall consist of five (5) teachers selected by EM/E and five (5) members selected by the Superintendent. Professional Advisory Council members will be members of standing groups or committees such as Staff Development, World's Best Workforce, Meet and Confer, and Special Education. It is intended the Council will meet on a quarterly basis. Any two (2) members may, however, require that a meeting be scheduled by providing written notice to the Chairs. The Council will be co-facilitated by one member representing the District and one member representing EM/E. All teachers on the Professional Advisory Council shall receive a stipend of \$1,000.00 per year.

The District and Education Minnesota/Edina are in agreement with the above language as evidenced by their representatives' signatures below.

This Memorandum of Understanding sunsets on June 30, 2021.

Representative for:

Education Minnesota/Edina _____ ISD 273, Edina Public Schools

President _____ Director of Human Resources and Operations

Date _____ Date

**Memorandum of Understanding
Between Education Minnesota/Edina and Edina Public Schools
Special Education Support**

It is agreed by and between Education Minnesota/Edina ("EM/E") and Independent School District No. 273, Edina Public Schools ("District") as follows:

1. The district will continue to follow the parameters as outlined in the November 2016 Caseload Task Force Report whenever possible.
2. Special Education teachers who have already used their workload relief day provided in section 3.04 may request from the Director of Student Support Services additional workload relief day(s). The Director of Student Support Services will approve or not approve use of the day(s) at their sole discretion.
3. The Director of Student Support Services decision is not subject to the grievance process.
4. A use of workload relief day under this Memorandum of Understanding will not be a deduction from the teacher's basic leave allotment.
5. Full-time special education teachers will be entitled to 200 minutes per week of due process time within the student instruction day. Part-time teachers will receive a prorated period of time that reflects their FTE.
6. At the middle school level, 200 minutes per week of due process time should occur during the collaboration block (approx. 55 minute prep +30 minutes of due process +0 minutes of collaboration time = average 85 minute middle school collaboration block). If additional meetings that require special education attendance (e.g., team meetings, PLCs) are regularly scheduled by administration during the collaboration block, then the special education teachers shall be eligible for due process days as described in #7, below.
7. The use of this time is to meet the requirements of professional responsibilities related to paperwork associated with due process. The time to complete due process professional responsibilities is in addition to the required preparation time.
8. If weekly due process time cannot be scheduled, special education teachers will be entitled to one due process day every four weeks, without a basic leave deduction.
9. Teachers may be allocated up to 16 hours prior to the start of the school year to complete due process essentials. Teachers may use compensatory time during the scheduled conference hours during the school year, or they may submit a timesheet to the Director of Student Support Services to be paid at the current hourly substitute rate.
10. The terms of this Memorandum of Understanding are not to be viewed as precedent or used as evidence of any past practice.
11. This Memorandum of Understanding sunsets on June 30, 2021.

EM/E and the District are in agreement with the above language as evidence by their representatives' signatures below.

Representative for:

Education Minnesota/Edina

ISD 273, Edina Public Schools



President

Date

5/21/2019



Director of Human Resources and Operations

Date

5/21/2019

**Memorandum of Understanding
Between Edina Public Schools and Education Minnesota/Edina
Licensed School Nurse Extended Contract**

Whereas Licensed School Nurses (LSN) do not currently have adequate time during the school year to plan for health needs of the student body and staff, and to reduce the risk of health related incidents in the school community; and

Whereas planning includes activities such as:

- Communication with parents of students with health needs,
- Developing necessary accommodations for students on health plans and IEPs,
- Ensuring school managements system information is up to date,
- Compiling medical orders,
- Inventory and order health supplies.
- Leading staff training on medical procedures and devices
- Attending Get Connected Day or Open Houses,
- Have disbursement plans for medications in place on day one,
- Meet with or notify teachers of the medical needs of incoming students before the first day of school,

Whereas LSNs are required to maintain their teaching license and must attend staff development days and are members of a Professional Learning Community,

Whereas LSNs may need to be present at parent-teacher conferences to address the needs and concerns of families,;

Therefore, LSNs may earn up to an additional 20 hours at pro-rata pay via timesheet and an additional 16 hours as compensatory time to be earned two weeks prior to the start the first contractual day of the school year.

The district and Education Minnesota/Edina are in agreement with the above language as evidenced by their representatives' signatures below.

Representative for:

Education Minnesota/Edina

TRC 11

President

3/22/17

Date

ISD 273, Edina Public Schools

Gwen Jackson

Director of Human Resources and Operations

3/22/2017

Date

**Memorandum of Understanding
Between Education Minnesota/Edina and Edina Public Schools
Parent Communication/Conferences**

It is agreed by and between Education Minnesota/Edina ("EM/E") and Independent School District No. 273, Edina Public Schools ("District") as follows for the 2017-18 and 2018-19 school years:

1. Of the 184 annual duty days, two days (i.e., 16 hours) will be designated for parent-teacher communication and conferences.
2. In addition to the two days (as indicated in #1), each site may schedule additional parent-teacher communication time within the annual 184 duty days.
3. Kindergarten teachers will receive an additional one day (eight hours) of the 184 annual duty days for parent-teacher communication on the first student instructional day at the beginning of each school year. Kindergarten classes will begin the second student instructional day of the school year.
4. Each site must establish its own calendar for parent-teacher communication no later than May 1 prior to the start of the school year. To recognize the unique needs and cultures of each site, each site will determine which activities will be scheduled as part of this requirement. Activities may include, but are not limited to, traditional parent-teacher conferences, targeted conferences, office hours, open houses, curriculum nights, online communication, etc. A site's plan annually must be submitted, for information and review, to the Superintendent (or their designee) and the President of EM/E by May 1.

EM/E and the District are in agreement with the above language as evidenced by their representative's signatures below.

Representative for:

Education Minnesota/Edina

ISD 273, Edina Public Schools

TARCELL

President

4/4/17

Date

Gwen Jackson

Director of Human Resources and Operations

4/4/2017

Date

**Memorandum of Understanding
Between Edina Public Schools and Education Minnesota/Edina
Support for Construction-Related Tasks**

It is agreed by and between Education Minnesota/Edina ("EM/E") and Independent School District No. 273, Edina Public Schools ("District") as follows for the time period July 1, 2017 through December 31, 2018:

1. Each school year, each teacher may request compensatory time or the current substitute rate of pay as reimbursement for up to 8 hours of time spent outside the duty day to pack, unpack, or complete other construction-related tasks.
2. Hours must be pre-approved by the building principal or coordinator.
3. No teacher will be expected to complete packing, unpacking, or other construction-related tasks outside the duty day. Any requirement to engage in such activities, as directed by a building principal or coordinator, will be compensated at a teacher's pro-rata hourly rate.

EM/E and the District are in agreement with the above language as evidence by their representatives' signatures below.

Representative for:

Education Minnesota/Edina

ISD 273, Edina Public Schools



President



Director of Human Resources & Operations

5/2/2017
Date

5/2/2017
Date

**Memorandum of Understanding
Between Edina Public Schools and Education Minnesota/Edina
Early Childhood Family Education Study and Salary Conversion**

WHEREAS, Independent School District 273, Edina Public Schools ("District") and Education Minnesota/Edina ("EM/E") have a common mission to educate all students birth to age 5;

WHEREAS, the District and EM/E recognize that Early Childhood and Family Education (ECFE) plays a vital role in the ongoing efforts to achieve the mission of Edina Public School;

WHEREAS, it is the District and EM/E's belief that licensed ECFE teachers should be recognized in the same manner as other teachers in the district;

Be it THEREFORE resolved that:

1. Representatives from the District and EM/E will study the transition of licensed ECFE teachers to the salary schedule contained in Appendix B of the Master Agreement between Independent School District No. 273 and Education Minnesota/Edina.
2. The study will be completed during the 2017-2018 school year.
3. Licensed ECFE teachers will be added to the salary schedule referenced above at the beginning of the 2018-19 school year. The District will pay for the salary conversion; however, their contribution is not to exceed \$160,000 to include salary and benefits.
4. The taskforce will have 6 members including 3 District appointees and 3 EM/E appointees. At least one of the EM/E appointees will be from the ECFE teaching staff. The taskforce will be co-facilitated by one member from the district and one member from EM/E.
5. The task force will determine contract language that becomes obsolete due to the conversion.
6. This agreement will sunset June 30, 2019.

The District and Education Minnesota/Edina are in agreement with the above language as evidenced by their representatives' signatures below.

Representative for:

Education Minnesota/Edina



President

5/2/2017

Date

ISD 273, Edina Public Schools



Director of Human Resources and Operations

5/2/2017

Date

Memorandum of Understanding
Between Edina Public Schools and Education Minnesota/Edina
Disaster/Sick Leave Pool

~~WHEREAS, Independent School District 273, Edina Public Schools (“District”) and Education Minnesota/Edina (“EM/E”) have a common mission to support staff who suffer from an accident, illness or a recurring illness that exhausts their basic leave bank.~~

Be it ~~THEREFORE~~ resolved:

~~This MOU will supersede the language in the Master Agreement Section 3.01.02.~~

Purpose

- ~~1. The purpose of the Sick Leave Pool is to provide additional sick leave days to those teachers or immediate family members suffering from an accident, illness, or a recurring illness who have exhausted their basic leave.~~
- ~~2. The Sick Leave Pool coordinates with Long Term Disability (LTD) which begins after teachers have been absent from their position sixty-five (65) consecutive work days. After sixty-five (65) days the teacher must apply for LTD or return to work.~~

Membership

- ~~3. Teachers of the District, as defined in the Agreement, are eligible to be members of the Sick Leave Pool.~~
 - ~~4. In order for teachers to be members of the Sick Leave Pool they must donate at least one (1) day or full-time equivalency.~~
 - ~~5. Teachers must complete and submit a Sick Leave Pool enrollment form to join the Sick Leave Pool.~~
 - ~~6. Teachers, new to Edina Public Schools, will be automatically enrolled in the Sick Leave Pool and can opt out within thirty (30) calendar days from the beginning of the school year.~~
 - ~~7. Teachers eligible to join the Sick Leave Pool upon hire, who then join at a later date, will be eligible to join the Sick Leave Pool as full members within thirty (30) calendar days of the beginning of any succeeding school year.~~
 - ~~8. Teachers eligible to join the Sick Leave Pool upon hire, who then join at a later date, will donate one (1) day for each year after their year of hire for which they declined membership in the pool.~~
 - ~~9. A request to withdraw from membership in the Sick Leave Pool shall be in writing to the Sick Leave Pool Committee prior to ten (10) duty days after the first duty day for all teachers.~~
 - ~~10. Teachers who have accessed the Sick Leave Pool shall remain members of the Sick Leave Pool for the duration of their career in the District.~~
 - ~~11. All days donated to the Sick Leave Pool shall be irretrievable by the donor.~~
-

~~Sick Leave Committee~~

- ~~12. The Sick Leave Pool shall be administered by the Sick Leave Pool Committee composed of three (3) employees appointed by the exclusive representative of teachers and one (1) non-voting member to be appointed by the department of Human Resources.~~

~~Request~~

- ~~13. A request for use of Sick Leave Pool days must be given in writing to HR and must be accompanied by a licensed physician's verification that the applicant or the applicant's immediate family member is/was unable to work. For this section, an immediate family member includes a spouse, life partner, father, mother, brother, sister, son and/or daughter. HR will confirm the receipt of the request within 48 hours.~~
- ~~14. Approval of sick leave requests will be granted based on:~~
- ~~a. Teacher requesting access to Sick Leave Pool is a member of the Sick Leave Pool~~
 - ~~b. The requesting teacher has exhausted all basic leave time~~
 - ~~c. The teacher has provided a doctor's Certification certifying the need of leave~~
 - ~~d. The teacher has not exceeded the career maximum of 195 days of use including previous days used as disaster leave under Section 3.01.02 of the Master Agreement.~~
- ~~15. Human Resources will share a non-confidential version of approved requests with the Leave Committee. Complete FMLA paperwork must be provided to the District upon application for us of the Sick Leave Pool.~~

~~Eligibility~~

- ~~16. A Sick Leave Pool is available for use by a teacher (as defined in the EME Master Agreement) experiencing a long term chronic or catastrophic illness of the individual teacher or a member of their immediate family (limited to spouse, life partner, parent, child, or other for whom they are the legal guardian) on a case-by-case basis.~~
- ~~17. Teachers who become members of the Sick Leave Pool and who are working less than full-time shall be eligible for benefits only for the pro-rata portion of the school day for which they are employed.~~
- ~~18. Teachers on long-term leaves of absence or sabbaticals are not eligible for benefits from the Sick Leave Pool.~~
- ~~19. Teachers receiving workers' compensation are not eligible to draw from the Sick Leave Pool.~~
- ~~20. Sick leave days from the Sick Leave Pool may be drawn only for designated teacher calendar-duty days.~~
- ~~21. Benefits from the Sick Leave Pool will end upon a member's qualification for benefits from the long-term disability insurance plan, the Teachers' Retirement Association, or Social Security.~~

~~Donation of Sick Days~~

- ~~22. Should the number of days in the Sick Leave Pool at the end of the school year be less than five-hundred (500), a leave drive will occur or each member of the pool would be required to donate one (1) day to remain in the pool.~~
- ~~23. Teachers will be able to donate their basic leave under Section 3.01 of the Master Agreement into the Sick Leave Pool during any leave drive. All donated days will be deducted from the contributors' accrued basic leave totals under Section 3.01 of the Master Agreement.~~

- ~~24. A Leave Drive will occur annually in September. If required, a sick leave drive will occur in coordination with the HR representative and Union President.~~
- ~~25. Donation of basic leave days under Section 3.01 of the Master Agreement shall not count as days used for the purpose of qualifying for the wellness incentive (3.01.7)~~
- ~~26. This agreement will be reviewed no later than June 30, 2021, and is subject to recertification by both parties.~~

~~The District and Education Minnesota/Edina are in agreement with the above language as evidenced by their representatives' signatures below.~~

~~Representative for:~~

~~Education Minnesota/Edina _____ ISD 273, Edina Public Schools~~

~~_____

President _____ Director of Human Resources and Operations~~

~~_____

Date _____ Date~~

~~_____~~

**Memorandum of Understanding
Between Education Minnesota/Edina and Edina Public Schools
Flexible Learning Days**

It is agreed by and between Education Minnesota/Edina (EM/E”) and Independent School District No. 273, Edina Public Schools (“District”) as follows:-

1. This Memorandum of Understanding (“MOU”) will support language found in Section 5.03
2. Continuity of learning is important for our students to succeed. Flexible learning days provide an option for ongoing learning outside the classroom
3. E-Learning days are specifically used (per Minn. Stat. § 120A.41) to ensure a continuation of curriculum and classroom instruction when inclement weather occurs
4. The district will develop a plan for utilizing flexible learning days which includes, but is not limited to, plan overview, how to implement the plan, support for all learners, and training for staff
5. During the 2019-20 school year professional development time will be provided to train teachers on methods of creating a flexible learning plan and allow teachers an opportunity to create content
6. To assist teachers in creating the necessary content, as well as provide consistency across our learning environment, framework for instructions have been developed and will be accessible via our Learning Management Systems
7. When an e-learning day is declared, teachers would be responsible for updating their course pages in the LMS

EM/E and the District are in agreement with the above language as evidence by their representatives’ signatures below:-

Representative for:-

Education Minnesota/Edina _____ ISD 273, Edina Public Schools

President _____ Director of Human Resources and Operations

Date _____ Date

Memorandum of Understanding
Between Edina Public Schools and Education Minnesota/Edina
Work Load Task Force

Whereas both Education Minnesota/Edina ("EM/E") and Edina Public Schools ("the District") recognize the value and critical nature of the relationship between teacher and student; and

Whereas both EM/E and the District agree that work load affects the quality of instruction and delivery of service; and

Therefore, EM/E and the District agree to form a task force study and make recommendations regarding work load in Edina Public Schools. The District and EM/E agree to establish this task force no later than July 1, 2019. The report of the committee, including any recommendations, shall be made no later than March 1, 2020 and shall be delivered to the Professional Advisory Committee

Task Force Composition: The task force shall have 10 members. This includes 5 District appointees and 5 EM/E appointees. Task Force members will be paid a stipend of \$500

Tasks: The task force will review and propose suggestions to address issues related to:

- Class size K-12
- District and site initiatives
- Review benchmark data with other districts of similar size

EME/E and the District are in agreement with the above language as evidence by their representatives' signatures below.

Representative for:

Education Minnesota/Edina



President

5/21/19

Date

ISD 273, Edina Public Schools



Director of Human Resources & Operations

5/21/2019

Date

**Memorandum of Understanding
Between Education Minnesota/Edina and Edina Public Schools
Bring Your Own Device (BYOD) Pilot**

It is agreed by and between Education Minnesota/Edina ("EM/E") and Independent School District No. 273, Edina Public Schools ("District") as follows:


1. The goal of this pilot is to continue the trend of personalization technology. Edina Public Schools is hoping to pilot a Bring Your Own Device (BYOD) for staff. This pilot would offer qualified teachers the opportunity to receive a stipend of up to \$1,000 spread out over 4 years to purchase their own computer to be used at school and home in lieu of a district-provided computer or device. It is our hope that by offering choices to our staff, they would select the tool that empowers them in their work life and personal life.
2. Up to 25 teachers will be selected to participate in the pilot program to bring their own device.
3. A teacher participating in the pilot will sign a Service Level Agreement.
4. Content created while in the employment of Edina Public Schools or utilizing district resources is owned by the district and governed by Policy 409 Employee Publications, Instructional Materials, Inventions and Creations.
5. Staff would be expected to attend an orientation training where the components of this pilot would be discussed. Training requirements for years 2-4 would be delivered online and provide the pilot group an opportunity to continue to refine the staff BYOD program as well as receive support in their use of technology instruction.
6. A teacher who decides to forgo a district computer for daily use, signs the SLA, determines that they do not need special software, hardware or access and attends training (first year face to face, year 2-4 will be online) will be provided a \$250 stipend after completing the annual training per year for up to 4 years.

EM/E and the District are in agreement with the above language as evidence by their representatives' signatures below.

Representative for:


Education Minnesota/Edina

ISD 273, Edina Public Schools



President
5/21/2019

Date



Director of Human Resources and Operations
5/21/2019

Date

**Memorandum of Understanding
Between Education Minnesota/Edina and Edina Public Schools
Special Education Teacher on Special Assignment (TOSA) Positions**

It is agreed by and between Education Minnesota/Edina ("EM/E") and Independent School District No. 273, Edina Public Schools ("District") as follows:

1. This Memorandum of Understanding ("MOU") will be in addition to the language in the Master Agreement Article 3.12.
2. Based on the definition of TOSA found in Article 3.12 and to create clarity the language in this MOU will apply to the following positions as identified below:
 - a. Speech Clinician Coordinator
 - b. Speech Clinician Assessor
 - c. Behavioral Health Specialist/Mental Health Practitioner
 - d. Special Ed Facilitator
3. As of July 1, 2019 the individuals in the TOSA positions listed in number 2 of this MOU would begin a 1 of 3 year rotation as defined in Article 3.12. The individuals in these roles would be eligible to apply for one more term following the three year period.

EM/E and the District are in agreement with the above language as evidence by their representatives' signatures below.

Representative for:

Education Minnesota/Edina

ISD 273, Edina Public Schools



President

5/13/2019

Date



Director of Human Resources and Operations

5/13/2019

Date

**Memorandum of Understanding
Between Education Minnesota/Edina and Edina Public Schools
2020-21 One-Time Payment for Teachers on Step S**

It is agreed by and between Education Minnesota/Edina ("EM/E") and Independent School District No. 273, Edina Public Schools ("District") as follows:

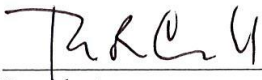
1. Teachers who have reached the top step of the salary schedule for all education levels as of December 15, 2020 will receive a one-time payment.
2. Teachers eligible are those who have reached Step S on the salary schedule as of December 15, 2020 and are not currently inactive at the district based on a long-term leave (as defined in section 3.06).
3. Teachers will receive the \$500 one-time payment on their December 15, 2020 paycheck.
4. This payment is only available for the 2020-21 school year.
5. This MOU will sunset on June 30, 2021.

EM/E and the District are in agreement with the above language as evidence by their representatives' signatures below.

Representative for:

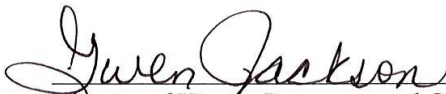
Education Minnesota/Edina

ISD 273, Edina Public Schools



President
5/29/19

Date



Director of Human Resources and Operations
5/29/19

Date



Board Meeting Date: 10/11/2021

TITLE: Contract with Maxim for Nursing Services at Edina Public Schools

TYPE: Consent

PRESENTERS: Jeff Jorgensen

BACKGROUND: The contract with Maxim is for nursing services for Edina students that require direct nursing on the school bus and during the school day. All care is delivered by a Registered Nurse (RN) or Licensed Practical Nurse (LPN). The direct care allows the student to participate in his educational program as determined by the IEP team. The nurse follows a MN Licensed Medical provider plan of care written for the students and only provides the interventions and assessments with the noted students.

RECOMMENDATION: Approve the attached contract with Maxim for 2021-22 school year.

PRIMARY ISSUE(S) TO CONSIDER: Contract with Maxim for use in Edina Public Schools

ATTACHMENTS:

1. Contract (next page)



EDUCATIONAL INSTITUTION STAFFING AGREEMENT

This EDUCATIONAL INSTITUTION Staffing Agreement (hereinafter "Agreement") is entered into this 1st day of September, 2021, by and between **Edina Public Schools ISD 273** located at 5701 Normandale Road Edina, MN 55424, referred to in this Agreement as "EDUCATIONAL INSTITUTION," and Maxim Healthcare Staffing Services, Inc., a Maryland Corporation including its affiliates and subsidiaries, with an office located at 8421 Wayzata Blvd Suite 320 Golden Valley, MN 55426 referred to in this Agreement as "MAXIM."

RECITALS

WHEREAS, EDUCATIONAL INSTITUTION operates a School, as defined by State Law located in MN and wishes to engage MAXIM to provide personnel to supplement EDUCATIONAL INSTITUTION's staff.

WHEREAS, MAXIM operates a supplemental staffing agency and employs licensed health care personnel to provide healthcare services to EDUCATIONAL INSTITUTION.

THEREFORE, in consideration of the above premises set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, and intending to be legally bound, EDUCATIONAL INSTITUTION and MAXIM hereby agree to the following terms and conditions.

ARTICLE 1. TERM OF AGREEMENT

Section 1.1 Term. This Agreement will be in effect for one (1) EDUCATIONAL INSTITUTION calendar year and will be automatically renewed at the end of the first year and each subsequent year unless terminated.

Section 1.2 Termination. Either party may terminate this Agreement at any time, with or without cause, by providing at least ninety (90) days advance written notice of the termination date to the other party. Such termination will have no effect upon the rights and obligations resulting from any transactions occurring prior to the effective date of the termination.

ARTICLE 2. RESPONSIBILITIES OF MAXIM

Section 2.1 Services.

- A. Supplemental Staffing Service(s).** MAXIM will, upon request by EDUCATIONAL INSTITUTION, provide one or more licensed or certified providers (i.e. LPNs, RNs, SLPs, School Psychologists, SPED Teachers, BCBAs, and other various health and related services personnel) as specified by EDUCATIONAL INSTITUTION (collectively, "Personnel") for supplemental staffing services, subject to availability of qualified Personnel. Subject to the terms of Section 6.8 of this Agreement, to the extent that MAXIM is unable to provide the type of healthcare provider requested by EDUCATIONAL INSTITUTION, MAXIM will provide EDUCATIONAL INSTITUTION with a higher skilled healthcare provider. MAXIM must, however, bill that higher skilled provider at that provider's fair market value rate.
- B. Distance Learning Service(s).** EDUCATIONAL INSTITUTION may request MAXIM Personnel to provide services off-site, including, but not limited to remote services and/or in-home services at a student's location ("Distance Learning Service(s)") due to EDUCATIONAL INSTITUTION closings and/or delays.

Section 2.2 Personnel. MAXIM will supply EDUCATIONAL INSTITUTION with Personnel who meet the following criteria and will provide evidence of the following to EDUCATIONAL INSTITUTION upon written request:

- 1) Possess current state license/registration and/or certification.
- 2) Possess CPR certification, as requested in writing by EDUCATIONAL INSTITUTION to comply with applicable law.
- 3) Completed pre-employment physical as requested in writing by EDUCATIONAL INSTITUTION to comply with applicable law.
- 4) Possess proof of pre-employment screening to include: (a) TB skin test or chest X-ray as required by law, (b) criminal background check(s), (c) drug screenings as requested in writing, and (d) anything additional as required by the Agreement.
- 5) Possess a preferred one (1) year of relevant professional experience and a preferred one (1) year of specialty experience.
- 6) If applicable, possess current skills competency to include, (i) written exam; (ii) skills checklist; and (iii) verified work history.
- 7) Completed MAXIM standard OSHA and HIPAA training.

Section 2.3 Insurance. MAXIM will maintain (at its sole expense), or require the individuals it provides under this Agreement to maintain, valid policies of insurance evidencing general and professional liability coverage of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate, covering the sole negligent acts or omissions which may give rise to liability for services provided under this Agreement. MAXIM will provide a certificate of insurance evidencing such coverage upon request by EDUCATIONAL INSTITUTION.

Section 2.4 Use of Independent Contractors and Subcontractors. Personnel provided to EDUCATIONAL INSTITUTION are employees of MAXIM and are subject to MAXIM'S standard screening process, as well as additional qualifications as required in this Agreement. If MAXIM deems it necessary to obtain the services of a subcontractor to fulfill its requirements under this Agreement, MAXIM may subcontract this Agreement, in whole or in part, to an entity owned by or under common control with MAXIM or in connection with any acquisition of all of the assets or capital stock of a party. MAXIM will ensure that any subcontractor will comply with all applicable terms of this Agreement. MAXIM will provide written notification to EDUCATIONAL INSTITUTION if it becomes necessary for MAXIM to utilize independent contractors to fulfill its staffing obligations to EDUCATIONAL INSTITUTION. Any Personnel provided to EDUCATIONAL INSTITUTION by an independent contractor will be subject to the same qualifications as MAXIM employees.

Section 2.5 Employment and Taxes. MAXIM will follow its standard employment policies and procedures to verify that all Personnel meet applicable licensing requirements. MAXIM, or its subcontractor if applicable, will maintain direct responsibility as employer for the payment of wages and other compensation, and for any applicable mandatory withholdings and contributions such as federal, state, and local income taxes, social security taxes, worker's compensation, and unemployment insurance. EDUCATIONAL INSTITUTION shall be responsible for any sales tax, gross receipts tax, excise tax or other state taxes applicable to the Services provided by MAXIM.

Section 2.6 Timekeeping. MAXIM reserves the right to utilize any automated or electronic timekeeping software or systems for the provision of Services and is not required or mandated to use paper-based timekeeping record keeping unless otherwise required by applicable law(s).

ARTICLE 3. RESPONSIBILITIES OF EDUCATIONAL INSTITUTION

Section 3.1 Responsibility for Student Care. EDUCATIONAL INSTITUTION retains full authority and responsibility for professional and medical management of care for each of its students, for developing and providing Individualized Healthcare Plans (IHPs) for its student(s) (IHPs shall include, but not be limited to: Equipment Plan, Emergency Plan, Transportation Plan, Medication Management, any applicable Documentation, and Privacy Issues and/or Concerns, (collectively "Protocol(s)"). EDUCATIONAL INSTITUTION's responsibilities include, but are not limited to: Protocol(s) for how Service(s) will be provided, including, but not limited to: Protocol(s) itself and compliance with Free Appropriate Public Education (FAPE) guidelines, Occupational Safety and Health Administration (OSHA) requirements, and any other applicable federal or state law and guidelines; Protocol(s) instruction(s) provided to MAXIM Personnel, additionally provided pursuant to Section 3.2; and compliance with Section 3.12, Section 3.13, and Section 7.2 including that those Sections shall comply with this Section's referenced laws.

Responsibility for Distance Learning Service(s). EDUCATIONAL INSTITUTION retains full authority and responsibility for directing the Distance Learning Service(s). Additionally, CLIENT retains full authority, responsibility, and oversight over any applicable Protocol(s) for how Service(s) will be provided, including, but not limited to: Protocol(s) itself and compliance with the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH), Family Educational Rights and Privacy Act ("FERPA"), and any other applicable federal or state law and guidelines; Protocol(s) instruction(s) provided to MAXIM Personnel, additionally provided pursuant to Orientation requirement(s); and compliance with Work Environment, Supplies, and Data Security requirement(s), including that those Sections shall comply with this Section's referenced laws. Additionally, EDUCATIONAL INSTITUTION agrees to indemnify and hold harmless MAXIM, its directors, officers, shareholders, employees, and agents from and against any and all claims, actions, or liabilities arising out of and/or in connection with any Protocol(s) provided to MAXIM and/or MAXIM Personnel, including whether or not Protocol(s) were followed by EDUCATIONAL INSTITUTION.

Section 3.2 Orientation. EDUCATIONAL INSTITUTION will promptly provide MAXIM Personnel with an adequate and timely orientation to EDUCATIONAL INSTITUTION. EDUCATIONAL INSTITUTION shall review instructions regarding confidentiality (including student and employee), and orient MAXIM Personnel to the specific Exposure Control Plan(s) and Emergency Action Plan(s) and/or Protocol(s) of the EDUCATIONAL INSTITUTION as it pertains to OSHA requirements for bloodborne pathogens, as well as any of the EDUCATIONAL INSTITUTION's specific policies and procedures provided to MAXIM for such purpose.

Section 3.3 Requests for Personnel. EDUCATIONAL INSTITUTION will use its best efforts to request Personnel at least twenty-four (24) hours prior to reporting time in order to assure prompt arrival of assigned Personnel. All information regarding reporting time and assignment will be provided by EDUCATIONAL INSTITUTION at the time of the initial call.

Section 3.4 Short-Notice Requests. MAXIM will bill EDUCATIONAL INSTITUTION for the entire shift if an order for staff is made less than two (2) hour(s) prior to the start of the shift, as long as the Personnel report for work within a reasonable prompt period of time under existing conditions after receiving notice of the assignment.

- Section 3.5 Staff Order Cancellation.** If FACILITY changes or cancels an order less than two (2) hours prior to the start of a shift, MAXIM will bill FACILITY for two (2) hours at the established fee for each scheduled Personnel. MAXIM will be responsible for contacting MAXIM Personnel prior to reporting time.
- Section 3.6 Intentionally Omitted.**
- Section 3.7 Per Diem or Short Term Staff Non-Performance.** If EDUCATIONAL INSTITUTION concludes, in its sole discretion, that any Personnel provided by MAXIM have engaged in misconduct, or have been negligent, EDUCATIONAL INSTITUTION may require the Personnel to leave the premises and will notify MAXIM immediately in writing, providing in reasonable detail the reason(s) for such dismissal. EDUCATIONAL INSTITUTION'S obligation to compensate MAXIM for such Personnel's services will be limited to the number of hours actually worked. MAXIM will not reassign the individual to EDUCATIONAL INSTITUTION without prior approval of the EDUCATIONAL INSTITUTION.
- Section 3.8 Per Diem or Short Term Staff Right to Dismiss.** EDUCATIONAL INSTITUTION may request the dismissal of any MAXIM Personnel for any reason. EDUCATIONAL INSTITUTION agrees to notify MAXIM of any such action immediately in writing, providing in reasonable detail the reason(s) for such dismissal. EDUCATIONAL INSTITUTION shall be obligated to compensate MAXIM for all Personnel hours worked prior to dismissal.
- Section 3.9 Assignment Confirmation.** MAXIM may cancel the remaining term of an assignment with notification to EDUCATIONAL INSTITUTION. MAXIM will use commercially reasonable efforts to promptly provide a qualified replacement for such cancelled Personnel.
- Section 3.10 Insurance.** EDUCATIONAL INSTITUTION will maintain at its sole expense valid policies of general and professional liability insurance with minimum limits of \$1,000,000 per occurrence and \$3,000,000 annual aggregate covering the acts or omissions of its employees, contractors and agents which may give rise to liability in connection with the Services under this Agreement. EDUCATIONAL INSTITUTION will give MAXIM prompt written notice of any material change in EDUCATIONAL INSTITUTION coverage. EDUCATIONAL INSTITUTION shall name MAXIM as an additional insured on its general liability policy.
- Section 3.11 Incident Reports.** Incidents may be reported to MAXIM account representative at any time. However, EDUCATIONAL INSTITUTION shall report any event or incident involving MAXIM Personnel within twenty-four (24) hours of the event. EDUCATIONAL INSTITUTION shall provide MAXIM with any applicable incident reports and detailed description of any investigation completed. EDUCATIONAL INSTITUTION shall not interview or discuss the event with MAXIM Personnel without consent.
- Section 3.12 Work Environment.** EDUCATIONAL INSTITUTION will provide a clean and properly maintained workspace(s) for MAXIM to conduct the Service(s) that will enable MAXIM to safely provide Services to Student(s). EDUCATIONAL INSTITUTION will provide furniture at its sole risk to include, but not limited to, tables and chairs, and allow MAXIM Personnel reasonable access to telephones for business use. MAXIM will not be responsible for the proper maintenance of any property supplied by EDUCATIONAL INSTITUTION.
- Section 3.13 Supplies.** EDUCATIONAL INSTITUTION will either (i) supply all necessary medical supplies to be used in administering and/or providing Services to Recipients, including, but not limited to gloves and other PPE, disinfecting wipes, and waste disposal container(s) with proper plastic lining(s) ("Supplies") to MAXIM

Personnel, or (ii) cost of Supplies will be billed as pass-through to EDUCATIONAL INSTITUTION either as line-item invoice item(s) or as built-in cost in rate(s). EDUCATIONAL INSTITUTION shall be responsible for disposing of all medical waste and biohazard produced by the Screening(s) and will comply with all applicable local, state, and federal rules, regulations and laws governing such disposal. EDUCATIONAL INSTITUTION agrees to defend, indemnify, and hold harmless MAXIM, and its directors, officers, shareholders, employees and agents, from and against any and all claims, actions, or liabilities which may be asserted against them arising from any failure to ensure proper disposal of medical waste or biohazard, or any and all claims, actions, or liabilities in connection with any Supplies provided, or the inability of either party to obtain Supplies due to supply shortages or for any reason, in connection with this Agreement. Additionally, Should adequate Supplies become unavailable, MAXIM will not be required to provide Services pursuant to this Agreement and shall have no liability whatsoever to EDUCATIONAL INSTITUTION or any third Party as a result of its failure or inability to do so.

ARTICLE 4. MUTUAL RESPONSIBILITIES

Section 4.1 Non-discrimination. Neither MAXIM nor EDUCATIONAL INSTITUTION will discriminate on the basis of age, race, color, national origin, religion, sex, disability, being a qualified disabled veteran, being a qualified veteran of the Vietnam era, or any other category protected by law.

ARTICLE 5. COMPENSATION

Section 5.1 Invoicing. MAXIM will supply Personnel under this Agreement at the rates listed in the Attachment(s). MAXIM will submit invoices to EDUCATIONAL INSTITUTION at chosen schedule below:

- ☐ Weekly
- ☐ Bi-weekly
- ☒ Monthly

Invoice will be for Personnel provided to EDUCATIONAL INSTITUTION during the preceding timeframe. Invoices shall be submitted to the following address:

**Edina Public Schools ISD 273
5701 Normandale Road
Edina, MN 55424
ATTN: Mary Heiman**

Section 5.2 Payment. All amounts due to MAXIM are due and payable within thirty (30) days from date of invoice. EDUCATIONAL INSTITUTION will send all payments to the address set forth on the invoice.

Section 5.3 Late Payment. Payments not received within thirty (30) days from the applicable invoice date will accumulate interest, until paid, at the rate of one and one-half percent (1.5%) per month on the unpaid balance, equating to an annual percentage rate of eighteen percent (18%), or the maximum rate permitted by applicable law, whichever is less.

Section 5.4 Rate Change. MAXIM will provide EDUCATIONAL INSTITUTION at least thirty (30) days advance written notice of any change in rates.

Section 5.5 Annual Rate Increases. EDUCATIONAL INSTITUTION agrees to and accepts annual rate increases at the percentage listed on Attachment A of this Agreement.

ARTICLE 6. GENERAL TERMS

- Section 6.1 Independent Contractors.** MAXIM and EDUCATIONAL INSTITUTION are independent legal entities. Nothing in this Agreement shall be construed to create the relationship of employer and employee, or principal and agent, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the terms of this Agreement. Neither MAXIM nor EDUCATIONAL INSTITUTION nor any of their respective agents or employees shall control or have any right to control the activities of the other party in carrying out the terms of this Agreement.
- Section 6.2 Assignment.** Neither party may assign this Agreement without the prior written consent of the other party, and such consent will not be unreasonably withheld. No such consent will be required for assignment to an entity owned by or under common control with assignor or in connection with any acquisition of all of the assets or capital stock of a party; provided however, the assigning party will provide notice of such transaction to the other party and remain fully responsible for compliance with all of the terms of this Agreement.
- Section 6.3 Indemnification.**
MAXIM shall indemnify and hold harmless the Educational Institution, elected and appointed officers, employees, agents and volunteers ("Educational Institution Indemnitees") only for negligent acts, errors, or omissions of MAXIM or its employees, agents, and/or subcontractors, for services performed under this Agreement, and only to the extent that passive and/or vicarious liability for such negligent acts, errors or omissions is imposed upon the Educational Institution Indemnitees in a claim or suit, up to the applicable state cap(s) for healthcare services. No indemnity shall be provided by MAXIM for any liability imposed upon the Educational Institution Indemnitees for their concurrent negligence, active negligence, sole negligence, and/or willful misconduct.
- Educational Institution shall indemnify and hold harmless MAXIM, its employees, agents and subcontractors ("MAXIM Indemnitees") for negligent acts, errors, or omissions of the Educational Institution or its employees, agents, and/or subcontractors, and to the extent that passive and/or vicarious liability for such negligent acts, errors or omissions is imposed upon the MAXIM Indemnitees in a claim or suit. No indemnity shall be provided by the Educational Institution for any liability imposed upon the MAXIM Indemnitees for their concurrent negligence, active negligence, sole negligence, and/or willful misconduct. Notwithstanding the above, if EDUCATIONAL INSTITUTION is a public agency subject to immunity under state or federal law, it agrees to indemnify MAXIM pursuant to the above up to applicable state law limit(s).
- Section 6.4 Attorneys' Fees.** In the event either party is required to obtain legal assistance (including in-house counsel) to enforce its rights under this Agreement, or to collect any monies due to such party for services provided, the prevailing party shall be entitled to receive from the other party, in addition to all other sums due, reasonable attorney's fees, court costs and expenses, if any, incurred enforcing its rights and/or collecting its monies.
- Section 6.5 Notices.** Any notice or demand required under this Agreement will be in writing; will be personally served or sent by certified mail, return receipt requested, postage prepaid, or by a recognized overnight carrier which provides proof of receipt; and will be sent to the addresses below. Either party may change the address to which notices are sent by sending written notice of such change of address to the other party.

Edina Public Schools ISD 273
5701 Normandale Road

Maxim Healthcare Staffing Services, Inc.
7227 Lee DeForest Drive

Edina, MN 55424
ATTN: Mary Heiman

Columbia, MD 21046
ATTN: Contracts Department

COPY TO:
Maxim Healthcare Staffing Services, Inc.
8421 Wayzata Blvd Suite 320
Golden Valley, MN 55426
ATTN: **Matthew Koch**

- Section 6.6 Headings.** The headings of sections and subsections of this Agreement are for reference only and will not affect in any way the meaning or interpretation of this Agreement.
- Section 6.7 Entire Contract; Counterparts.** This Agreement constitutes the entire contract between EDUCATIONAL INSTITUTION and MAXIM regarding the services to be provided hereunder. Any agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force or effect. This Agreement may be executed in any number of counterparts, each of which will be deemed to be the original, but all of which shall constitute one and the same document. No amendments to this Agreement will be effective unless made in writing and signed by duly authorized representatives of both parties except as provided in Section 6.9.
- Section 6.8 Availability of Personnel.** The parties agree that MAXIM'S duty to supply Personnel on request of EDUCATIONAL INSTITUTION is subject to the availability of qualified MAXIM Personnel. The failure of MAXIM to provide Personnel or the failure of EDUCATIONAL INSTITUTION to request Personnel shall result in no penalty to EDUCATIONAL INSTITUTION or any party claiming by or through it and shall not constitute a breach of this Agreement. In instances where MAXIM is providing individual care for a student(s), MAXIM will make commercially reasonable efforts to ensure that student(s) care remain consistent.
- Section 6.9 Compliance with Laws.** MAXIM agrees that all services provided pursuant to this Agreement shall be performed in compliance with all applicable federal, state, and/or local rules and regulations. In the event that applicable federal, state or local laws and regulations or applicable accrediting body standards are modified, MAXIM reserves the right to notify EDUCATIONAL INSTITUTION in writing of any modifications to the Agreement in order to remain in compliance with such law, rule or regulation.
- Section 6.10 Severability.** In the event that one or more provision(s) of this Agreement is deemed invalid, unlawful and/or unenforceable, then only that provision will be omitted, and will not affect the validity or enforceability of any other provision; the remaining provisions will be deemed to continue in full force and effect.
- Section 6.11 Governing Law, Jurisdiction.** This Agreement will be governed by and construed in accordance with the laws of the State of Minnesota, without regard to its principles of conflict of laws. Any dispute or claim from this Agreement shall be resolved exclusively in the federal and state courts of the State of Minnesota and the parties hereby irrevocably submit to the personal jurisdiction of said courts and waive all defenses thereto.
- Section 6.12 Limitation on Liability.** Neither MAXIM nor EDUCATIONAL INSTITUTION will be responsible for special, indirect, incidental, consequential, or other similar damages, including but not limited to lost profits, that the other party may incur or experience in connection with this Agreement or the services provided, however caused, even if such party has been advised of the possibility of such damages.

Section 6.13 Incorporation of Recitals. The recitals set forth at the top of this Agreement are incorporated by reference as if fully set forth herein.

Section 6.14 Conflict of Interest. By entering into this Agreement, the Parties agree that all conflicts of interest shall be disclosed to the other Party for review in accordance with that Party's policies and procedures. A conflict of interest occurs when an employee or Contractor has professional or personal interests that compete with his/her services to or on behalf of MAXIM or the EDUCATIONAL INSTITUTION, or the best interests of students. Such competing interests may make it difficult for an employee or Contractor to fulfill his or her duties impartially.

ARTICLE 7. CONFIDENTIALITY OF PROTECTED HEALTH INFORMATION

Section 7.1 Confidentiality.

A. MAXIM/EDUCATIONAL INSTITUTION Information. The parties recognize and acknowledge that, by virtue of entering into this Agreement and providing services hereunder, the parties will have access to certain information of the other party that is confidential and constitutes valuable, special, and unique property of the party. Each of the parties agrees that neither it nor his/her staff shall, at any time either during or subsequent to the term of this Agreement, disclose to others, use, copy, or permit to be copied, except pursuant to his duties for or on behalf of the other party, any secret or confidential information of the party, including, without limitation, information with respect to the party's students, costs, prices, and treatment methods at any time used, developed or made by the party during the term of this Agreement and that is not available to the public, without the other party's prior written consent.

B. Terms of this Agreement. Except for disclosure to his/her legal counsel, accountant or financial or other advisors/consultants neither party nor its respective staff shall disclose the terms of this Agreement to any person who is not a party or signatory to this Agreement, unless disclosure thereof is required by law or otherwise authorized by this Agreement. Unauthorized disclosure of the terms of this Agreement shall be a material breach of this Agreement and shall provide the party with the option of pursuing remedies for breach or immediate termination of this Agreement in accordance with the provisions stated herein.

C. Student/Customer Information: Neither party nor its employees shall disclose any financial or medical information regarding students/customers treated hereunder to any third-party, except where permitted or required by law or where such disclosure is expressly approved by EDUCATIONAL INSTITUTION, MAXIM and student/customer in writing. Further, each party and its employees shall comply with the other party's rules, regulations and policies regarding the confidentiality of such information as well as all federal and state laws and regulations including, without limitation, Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), the Family Educational Rights and Privacy Act ("FERPA"), and the Health Information Technology for Economic and Clinical Health Act ("HITECH").

D. The obligations set forth in this Section shall survive the termination of this Agreement.

Section 7.2 HIPAA/FERPA/HITECH Obligations. Each party and its respective staff shall comply with all federal and state laws and regulations, and all rules, regulations, and policies of the other party, regarding the confidentiality of student information, to include, without limitation, HIPAA, FERPA, and HITECH. In addition, if necessary, the parties agree to resist any effort to obtain access to such records or information in judicial proceedings, except such access as is expressly permitted by federal/state regulations.


To the extent that EDUCATIONAL INSTITUTION may be a "Covered Entity" as defined by HIPAA, and would therefore be subject to applicable requirements, including, but not limited to, requirements to enter into certain contracts with their "business associates," by HIPAA, the parties acknowledge that a business associate agreement is not needed due to the nature of services provided by MAXIM. Specifically, the parties acknowledge that under HIPAA, Personnel provided hereunder are considered part of EDUCATIONAL INSTITUTION's workforce and to that end, all Protected Health Information ("PHI") is created, viewed, used, maintained and otherwise stored and safeguarded in EDUCATIONAL INSTITUTION's work environment. The parties further acknowledge that PHI is not exchanged between the parties in order for MAXIM to provide Personnel as part of EDUCATIONAL INSTITUTION's temporary workforce.

Data Security. EDUCATIONAL INSTITUTION will be responsible for establishing and overseeing all information and/or data security measures, which may be needed to maintain and protect the security of all computer systems, networks, files, data, and software related to the services under this Addendum and Agreement. EDUCATIONAL INSTITUTION will be responsible for providing all education and training to MAXIM Personnel as it relates to EDUCATIONAL INSTITUTION's privacy and security processes, including, without limitation the EDUCATIONAL INSTITUTION's process and expectations for collecting, storing, securing, and transferring data collected under this Addendum and Agreement. EDUCATIONAL INSTITUTION acknowledges and understands that no PII or PHI will be relayed, transmitted, or otherwise provided to or stored by MAXIM Personnel and that in terms of Maxim Personnel placed in the EDUCATIONAL INSTITUTION's physical or technical environment as a result of this Addendum and Agreement for remote services, any Personally identifiable information ("PII") or Protected Health Information ("PHI") viewed, created, accessed, and/or stored by MAXIM Personnel would be done solely in the EDUCATIONAL INSTITUTION's technical environment. Additionally, EDUCATIONAL INSTITUTION agrees to indemnify and hold harmless MAXIM, its directors, officers, shareholders, employees, and agents from and against any and all claims, actions, or liabilities arising out of and/or in connection with any data security or lack of data security while MAXIM Personnel is providing remote service(s).

Notwithstanding the foregoing, MAXIM and all staff provided to EDUCATIONAL INSTITUTION hereunder shall comply with confidentiality, medical records and/or other applicable laws and regulations with regard to any and all information directly or indirectly accessed or used by MAXIM and their personnel, including without limitation HIPAA, FERPA, and HITECH.

EDUCATIONAL INSTITUTION and MAXIM have acknowledged their understanding of and agreement to the mutual promises written above by executing and delivering this Agreement as of the date set forth above.

EDINA PUBLIC SCHOOLS ISD 273:


Signature

Jeff Jorgensen Director of SSS
Printed Name & Title

9-17-21
Date

MAXIM HEALTHCARE STAFFING SERVICES,

INC.: Eric Lindenberg

erlinden@maxhealth.com

Signature

Eric Lindenberg, Assistant Controller
Printed Name & Title

09/17/2021

Date

ATTACHMENT A
Edina Public Schools ISD 273 STAFFING RATES

Charges will be based on the following hourly rate schedule effective September 1st, 2021:

Service	Rate (per hour)
Audiologist	
BCBA	
BCaBA	
Behavior Tech	
Counselor	
COTA	
Educational Diagnostician	
Intervention Specialist	
LPN/LVN	\$60
Orientation & Mobility Specialist	
Paraprofessional	
PT/OT	
RN	\$70
School Psychologist	
Speech Language Interpreter	
SLP	
SLP - CFY	
SLPA	
Social Worker	
SPED Teacher	

Annual Rate Increase. An annual rate increase of 1% will be added to each services type listed above every year on Effective Date.

Mileage. Mileage will be charged at \$0.56 per mile.

Orientation. Rates listed above will be charged for all time spent in required EDUCATIONAL INSTITUTION orientation.

Overtime. Overtime rates are charged for all hours worked in excess of forty (40) per week or according to applicable state law. The overtime rate is one and one-half (1.5) times the regular billing rate for such hours.

Quarantine. CLIENT agrees to pay Quarantine costs for assigned personnel if personnel is placed on COVID-19 Quarantine while on assignment at CLIENT facility, including, but not limited to: travel expenses and two (2) weeks of pay. Costs will be billed as pass-through to CLIENT.

EDINA PUBLIC SCHOOLS ISD 273:


Signature

Jeff Torgensen, Director of SSS
Printed Name & Title

9-17-21
Date

MAXIM HEALTHCARE STAFFING SERVICES,
INC.:

Eric Lindenberg

erlinden@maxhealth.com

Signature

Eric Lindenberg, Assistant Controller
Printed Name & Title

09/17/2021
Date



Board Meeting Date: October 11, 2021

TITLE: Early Learning Center - 5 Comprehensive Literacy Plan Professional Development Plans and Processes

TYPE: Discussion

PRESENTER(S): Jody De St. Hubert, Director of Teaching and Learning; Bethany Van Osdel, Assistant Director of Teaching and Learning; Sandra Harley, Elementary Literacy Coach; Karrie Duncan, Elementary Literacy Coach; Patty Thomas, Elementary Literacy Coach; Liz Denn, Early Learning Literacy Coach

BACKGROUND: The Early Learning Center - 5 Comprehensive Literacy Plan was approved by our School Board on June 21, 2021. Following approval, our Teaching and Learning Literacy team began the important work of implementation. Key areas of implementation thus far have included expanding our Teaching and Learning Literacy team, creating building structures to ensure understanding of the PreK-5 CLP and current research, and directly providing professional development for staff.

PRIMARY ISSUE(S) TO CONSIDER: The primary goal of professional development is to create a long lasting impact on student achievement. The Early Learning Center - 5 Comprehensive Literacy Plan professional development plans and processes are currently being implemented in partnership with Edina administration and staff. Our unified mission is to enhance the literacy development of every Edina learner to ensure they are growing at accelerated rates and to ensure they are meeting and/or exceeding development milestones in literacy achievement.

ATTACHMENTS:

Early Learning Center - 5 CLP Process & Highlights Presentation

APPENDICES:

Early Learning Center - 5 Comprehensive Literacy Plan

Early Learning Center - 5 Comprehensive Literacy Gantt Chart

Background:

The PreK-5 Comprehensive Literacy Plan was approved by our School Board on June 21, 2021. Following approval, the Teaching and Learning Literacy team began the important work of implementation. Key areas of implementation thus far have included:

1. the hiring of additional Literacy Coaches
2. organizing building implementation structures, and
3. providing direct professional development opportunities for staff.

In addition, the Teaching and Learning Literacy team has been laser focused on student impact. In order to ensure results for students, early literacy data has been gathered and action plans in response to the data are being created and implemented.

Literacy Coaches:

Current Reality:

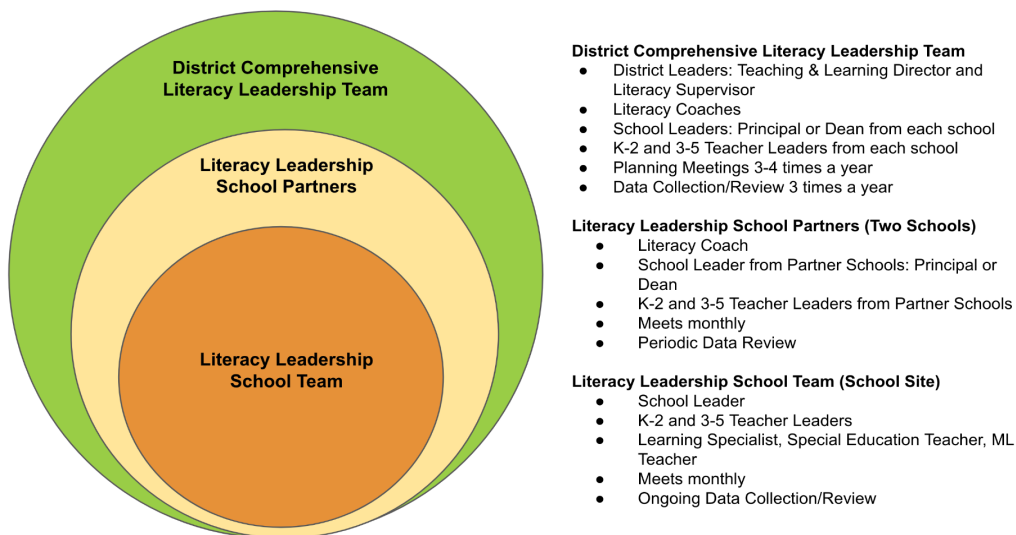
As we enter into the 2021-22 school year we have a Literacy Coach team that includes one .5 Early Learning Literacy Coach and three Elementary Literacy Coaches.

The communication to Early Learning and Elementary Leadership has been that Literacy Coaches are their partners. In addition, they are the liaisons on the District Comprehensive Literacy Leadership Team. As they work in both roles it is their responsibility to increase knowledge of literacy best practices, surface perception gaps of current reality, and support the implementation of the PreK-5 CLP with a commitment to increased levels of learning for all students.

Organizing Building Implementation Structures: Long Term Results

Background:

The action steps in the Edina PreK-5 Comprehensive Literacy Plan are organized under six key components or goal areas. The Comprehensive Leadership Teams below create the layered leadership structure for implementation of the action steps defined under these key components or goal areas. The Leadership Teams are the nucleus of continued development, implementation, and differentiation of the PreK-12 Comprehensive Literacy Plan. The teams provide the infrastructure for collective ownership through continual learning, support, coaching, guidance, data collection, feedback, and communication as the actions steps and professional development of the PreK-12 Comprehensive Literacy Plan are implemented.



Elementary Literacy Leadership School Team:

Every Elementary Site has a Literacy Leadership School Team. The team includes a building administrator, a primary teacher, an intermediate teacher, and a literacy coach. On August 24th all teams met together. The goal of the meeting was to communicate the purpose and expectations of the Literacy Leadership School Team, provide an overview of the 6 components or goal areas of the PreK-5 Comprehensive Literacy Plan, and allow teams to engage in initial planning.

From the August 24th meeting, each team has now established a meeting schedule and will begin collectively building a deeper understanding of the PreK-5 CLP and both current and enduring literacy research.

On October 14th, all Literacy Leadership teams will again meet collectively for continued implementation, collaboration, and professional development. Additional dates for collective meetings are set for January and March.

Each team will also start engaging in assessments. The assessments are intended to garner baseline data and allow teams to monitor progress of the implementation efforts in alignment with evidence based practices on the Big Ideas of Reading (Michigan Reading Tiered Fidelity Inventory Elementary - Level Edition Version 1.4, 9.2020, Michigan Department of Education) and implementation of the Edina Early Learning - 5 CLP. The literacy coach and building administrator are and will continue to collectively lead and support this assessment process.

The three main action steps that each building team will accomplish by the end of December 2021 will be:

1. To have a clearly articulated collective understanding of the PreK-5 CLP, as well as enduring and current literacy research.
2. To begin to implement building literacy professional development that aligns with the PreK-5 CLP.
3. To have outlined three next step actions for continued implementation and professional development plans to support the action steps that are differentiated based on building needs.

Early Learning Curriculum Design Team:

The Early Learning Site has a newly formed Curriculum Review Design Team. The team will evaluate current realities, engage in research around best literacy practices for early learners, and explore resources. This team will be led by our Early Learning Literacy Coach in partnership with Early Learning Administration and the District Comprehensive Literacy Leadership Team.

The three main action steps that the early learning team will accomplish by the end of December 2021 will be:

1. To engage in and implement Early Learning Curriculum Review Process to support development of a consistent method of core instruction
2. To build understanding of the Early Childhood Indicators of Progress (ECIPs)
3. To begin to implement building literacy professional development that aligns with the PreK-5 CLP.

Direct Professional Development Opportunities: Short Term Needs

Areas of Focus:

As we engage in building structures that ensure collective ownership and commitment, we are also providing professional development that directly supports the implementation of the PreK-5 CLP. While literacy coaches are ensuring foundations are created for long term lasting results, they are also engaging in daily coaching. The Elementary Literacy Coaches areas of direct professional development focus to start the 2021-22 school year are:

1. Provide Tier 1 Professional Development: Core Instruction in alignment with PLC and MTSS
 - a. Learning Targets: Are teachers using them in alignment with standards and how is this scaffolded through the gradual release of instruction? (PLC 1 & 4)
 - b. Foundational Skill instruction: direct, explicit, systematic (PLC 1)
 - c. Explicit modeling (PLC 4)
 - d. Differentiation in Tier 1/Core Instruction for teachers to OWN all students (PLC 5 & 6)
 - e. Data Driven Decision Making (PLC 2)

2. BUILD relationships to increase collaboration and teacher leadership (PLC 3)
3. MOTIVATE teachers to be learners, to want to ENGAGE in literacy learning to ensure consistency of implementation goals across all elementary sites (PLC 4)
4. RESPOND to building needs while ensuring alignment with the PreK-5 CLP

**The (PLC) notes alignment with the Edina 6 questions of Professional Learning Communities and our intentional planning to model and support PLC professional development.*

The areas of direct professional development focus for the Early Learning Literacy Coach to start the 2021-22 school year are:

1. ENGAGE in ongoing GOLD assessment training and research-based learning around emergent literacy.
2. ATTEND to literacy related family outreach needs
3. BUILD relationships through 1:1 coaching, small group PLC rotations and literacy lead team to increase collaboration and teacher leadership (PLC 3)
4. MOTIVATE teachers to be learners, to want to ENGAGE in literacy learning to ensure consistency of implementation goals across all elementary sites (PLC 4)
5. RESPOND to building needs while ensuring alignment with the PreK-5 CLP

PreK - 5 Professional Development in Action:

1. 30 staff have started LETRS training. This includes individual work time to complete assigned modules as well as whole group sessions. The LETRS team has had one whole group session on August 19th.
2. The Elementary Talent Development team engaged in professional development on the literacy standards and creating learning targets that are in alignment to support instruction throughout the summer.
3. Elementary Literacy Coaches have led standards and learning targets professional development at the site level during August Workshop.
4. Elementary Literacy Coaches have begun to support K-2 teachers on the instructional alignment between the foundational skills and Being A Reader (BAR).
5. Literacy Coaches will lead site level professional development on dyslexia at the Early Learning Center and all Elementary sites this semester.
6. As we administer Fastbridge testing K-6 we are committed to supporting staff in understanding the data and increasing assessment literacy across all settings.
7. Foundational skills training is scheduled for November 9th for staff who have not currently received professional development due to being new to Edina or transferring grades.

Early Learning - 5 CLP Priority Goal 3: Purposeful Assessment and Data Systems:

In addition to establishing structures for implementation and engaging in professional development, teaching teams are using fall data to provide instruction matches to the student need and accelerating growth for all learners.

All 6th grade teachers, ADSIS teachers, coaches, and principals and Teaching and Learning team met to review the fall screening data in September. The following outcomes were met:

- Teachers reviewed grade level and site level screening data.
- Teachers learned about the Screening to Intervention report in FASTBRidge.
- Teachers prepared plans for intervention (this included group sizes, instructional match and progress monitoring.
- Teachers reviewed ways to set individual student goals and class-wide goals.

Appendices:

Early Learning -5 Comprehensive Literacy Plan Approved June 2021 (metrics for implementation included in the appendices of the plan)

Early Learning - 5 CLP Gantt Chart for Implementation in Year 1, 2021

Early Learning - 5 CLP Process & PD Highlights

October 11th Board Meeting:
Jody De St. Hubert & Bethany Van Osdel

Early Progress:

- 6 Priority Goals
- 21 sub Goals
- 10 Goals underway

Early Action:

- Early Learning Curriculum Review well underway
- Nearly 5,000 Edina students have been screened K-8 in Literacy
- All 8 sites (6 Elementary and 2 Middle School) are using screening data to create actionable response plans for students
- Student needs are identified and are actively receiving appropriate services.
- 30 K-2 staff members have begun training on the science of reading.
- All Kindergarten - 2nd grade staff are engaging in learning with our current resources to ensure systematic, direct, & explicit instruction on the foundational skills of reading

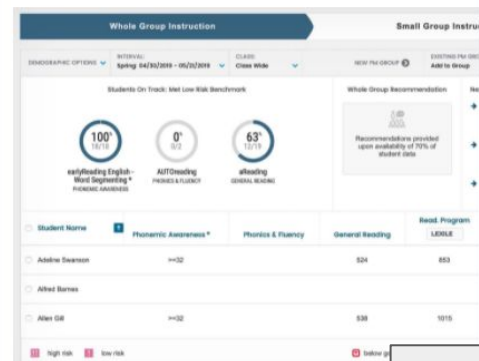
Early Impact on students:

Because of the strong screening, teachers are able to match instruction to student need.

ADSIS programming is being implemented with strong progress monitoring requirements. This will provide early evidence of impact.

Targeted coaching is identifying and responding to pockets of need using research-based approaches.

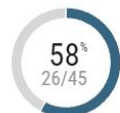
Screening To Intervention



Reading
Math



AUTOREading
PHONICS & FLUENCY



aReading
GENERAL READING



On Track

Continue current whole-group instruction

[Go to plan](#)

- Whole Group recommendation is determined by the needs of most students in the class
- Examine Whole Group recommended plan and interventions to adjust group instruction
- Review plans for individual students to inform small group and individual instruction

Phonics & Fluency	Phonics & Fluency	General Reading	Read. Program	Plan	
Phonics Awareness *			ESTIMATE		
>=32	531	525	871	On Track	
>=32	524	514	745	6.3: Vocabulary & Comprehension	
>=32	555	546	1087	On Track	
>=32	522	519	799	6.3: Vocabulary & Comprehension	

Next Steps:

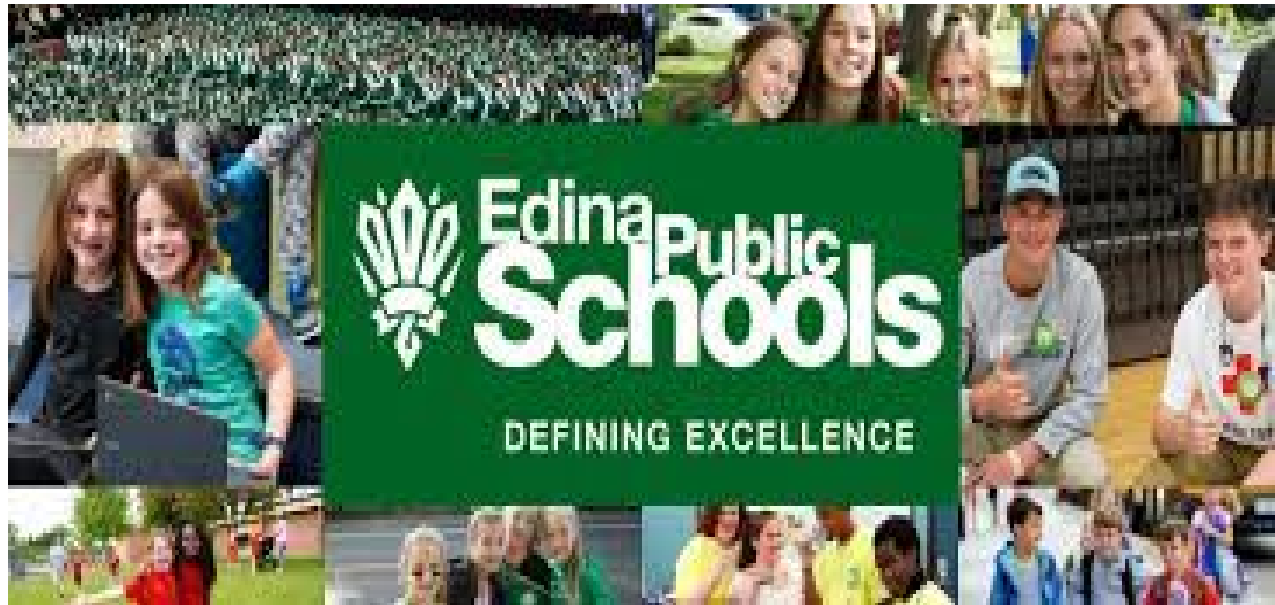
Programming:

- Curriculum Review will begin for K-5 in October.
- The district-wide Literacy Lead Team will meet on October 14th. This will initiate an accordion process that will cascade professional and consistent learning from district to site to classroom. Literacy coaches will champion this work.

Monitor Progress:

- Each building Literacy Leadership Team will be doing a Reading-Tiered Fidelity Inventory by December 1st.
- Baseline implementation metrics of the Comprehensive Literacy Plan will also be collected by November 1st.
- Winter screening data will be collected and reviewed in K-1 and when possible in grades 2-6.

The end.



Edina Public Schools

Early Learning Center-5 and Preliminary 6-12 Intervention Comprehensive Literacy Plan

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Executive Summary
Edina Comprehensive Literacy Plan
Year One PreK-5 and Preliminary 6-12 Intervention (Year Two 6-12)

The Edina PreK-5 Literacy Plan has been developed in response to the Edina Public Schools 2020-2025 Strategic Plan's call to review, develop, and implement a continuous improvement plan for literacy, readiness, and rigor for all.

Our Edina PreK-12 Comprehensive Literacy Mission and Vision:

- The mission of the PreK-5 Comprehensive Literacy Plan is to nurture and enhance the literacy development of every Edina learner to ensure they are meeting and/or exceeding development milestones in literacy achievement.
- The unified vision is that all learners in Edina Public Schools become lifelong learners with the rich literacy, language, and comprehension skills necessary to be engaged, motivated, critical thinkers and communicators, thriving through rigorous learning opportunities.
- The PreK-5 and 6-12 Intervention Preliminary Comprehensive Literacy Plan is the first step in a five year process to meet this auspicious goal through key strategies, priority goals, and action steps.
- The PreK-5 and 6-12 Intervention Comprehensive Literacy Plan is seated in the knowledge that reading is a developmental process, supported by systematic instruction of the foundational skills of oral language development, phonemic awareness and phonics to effectively decode and instruction and practice in fluency, comprehension, and vocabulary acquisition through application of systematic strategies to assist in recall of information, self-monitoring and adjusting, question generation, and summarizing of information (Shanahan, 2011; IDA, 2015; Baker, 2009; NELP, 2008; NRP, 2002; Ehri et al., 2001; Snow et al., 1998).

Literacy development is not complete without focusing on both word decoding and language comprehension, as well as writing, speaking, listening, viewing, and technological skills and strategies to access and communicate information effectively inside and outside of the classroom and across content areas.

Research Supported Instructional Pedagogy:

Quality teachers leading effective instructional practices proven through research has the greatest impact on student growth, efficacy, and achievement. The Edina Comprehensive Literacy Plan identifies and provides support in the understanding and integration of the following:

- reading is a complex process with comprehension as the central goal;
- research in effective instructional practices proven to shift the ownership of learning to students;
- research in reading development including; the science of brain development; the Components of Reading; structured literacy; strategic comprehension, vocabulary and critical thinking skills; and the Developmental Stages of Reading, Writing, and Orthography;
- incremental support in the developmental stages of oral language, reading, writing, and orthographic skills;
- the critical need to provide all students with sufficient, direct instruction on the foundation skills of literacy;
- intense, explicit, and systematic lessons designed to support struggling readers and writers;
- the reciprocal relationship between reading and writing processes and skills that develop simultaneously;
- an inclusive literacy culture to support an environment that is culturally and linguistically responsive and promotes student motivation, interest, and engagement for all;
- a system of data collection, review and analysis, to identify specific areas of students;

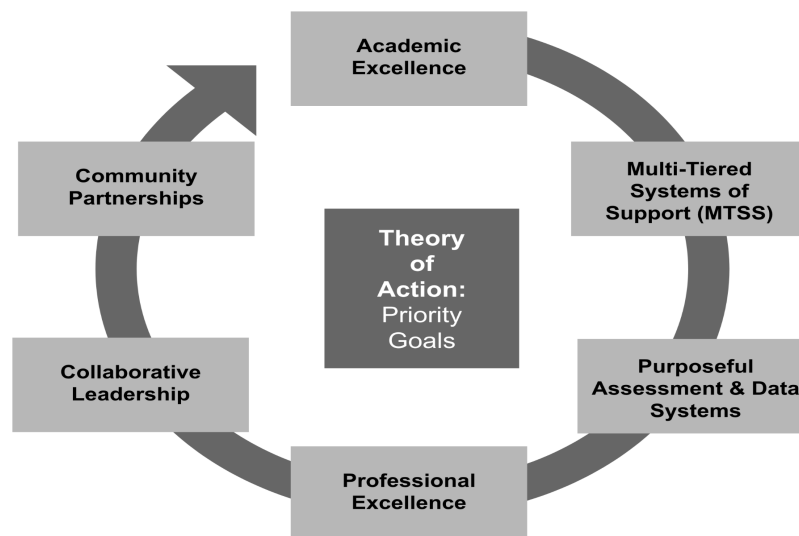
- specific observation and assessment techniques used to inform students' literacy strengths and needs across a Multi-Tiered System of Support.

Definition of Comprehensive Literacy:

Comprehensive literacy develops, cultivates, and applies reading, writing, speaking, listening, viewing, and technological skills and strategies to access and communicate information effectively inside and outside of the classroom and across content areas. By developing the ability to identify, understand, interpret, create, compute, and communicate using visual, audible, and digital materials across disciplines and in any context, learners are connected with others and are empowered to interact with the world. (ILA (International Literacy Association), 2020; NCTE (National Council of Teachers of English), 2020; Tompkins, 2010; National Institute for Literacy, 2007.)

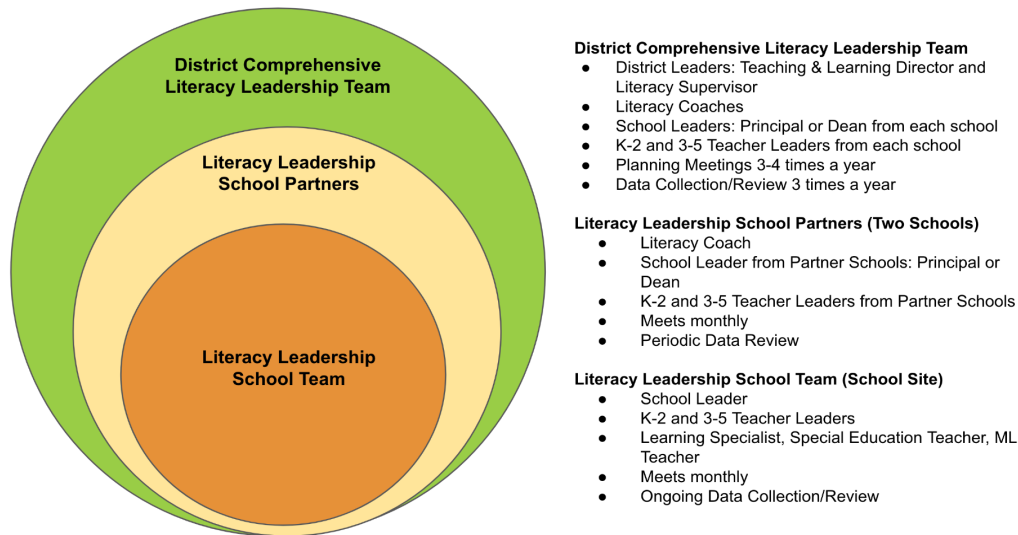
Edina's Priority Goal Areas (Theory of Action):

There are six key components that organize and guide the goals and subsequent action steps for accomplishing the mission and vision of the Edina PreK-12 Comprehensive Literacy Plan. The key components, outlined as goal areas are:



Implementation of Action Steps Through Collective Ownership:

The action steps in the Edina PreK-5 Comprehensive Literacy Plan are organized under each of the six key components or goal areas. The Comprehensive Leadership Teams outlined below create the layered leadership structure for implementation of the action steps defined under these key components or goal areas. The Leadership Teams are the nucleus of continued development, implementation, and differentiation of the PreK-12 Comprehensive Literacy Plan. The teams provide the infrastructure for collective ownership through continual learning, support, coaching, guidance, data collection, feedback, and communication as the actions steps and professional development of the PreK-12 Comprehensive Literacy Plan are implemented.



Introduction and Purpose:

Literacy skills are the foundation for proficiency development in reading, writing, and communication. The Edina School District has successfully raised the level of these skills, and we intend to expand and enhance our literacy teaching and learning for all students. New research shows the need to focus our improvement efforts, to ensure we consistently meet the needs of every learner.

The Edina PreK-12 Comprehensive Literacy Plan is in response to the Edina Public Schools 2020-2025 Strategic Plan's call to review, develop, and implement a continuous improvement plan for literacy, readiness, inclusiveness, and rigor for all. This plan ensures all students are College, Career, and Civic ready.

The PreK-5 Comprehensive Literacy Plan is the first step in a five-year process to meet this auspicious goal. Planning is grounded in current and enduring research with systems that build collective ownership, for successful implementation of differentiated instruction across a multi-tiered system of support. Implementation begins with establishing a strong inclusive literacy culture supported by strong literacy instructional practices. This ensures all students develop foundational reading skills and the making meaning that supports them. As shown below, the development of word recognition and analysis, paired with the development of language comprehension and making meaning, work together to create skilled reading.

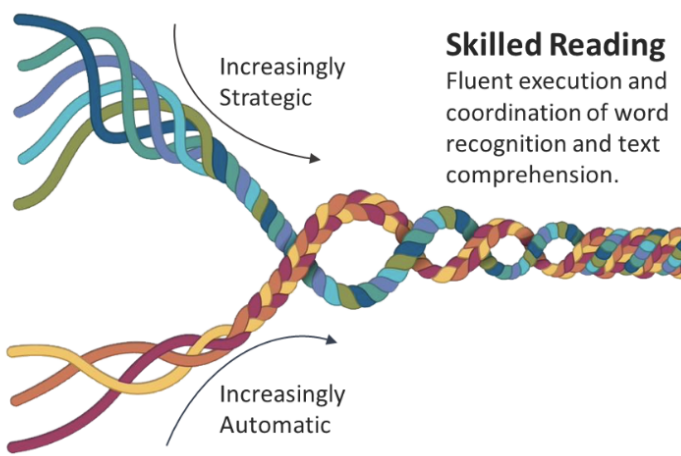
Scarborough's Reading Rope - A Simple View of Reading Development

Language Comprehension

- Background Knowledge
- Vocabulary Knowledge
- Language Structures
- Verbal Reasoning
- Literacy Knowledge

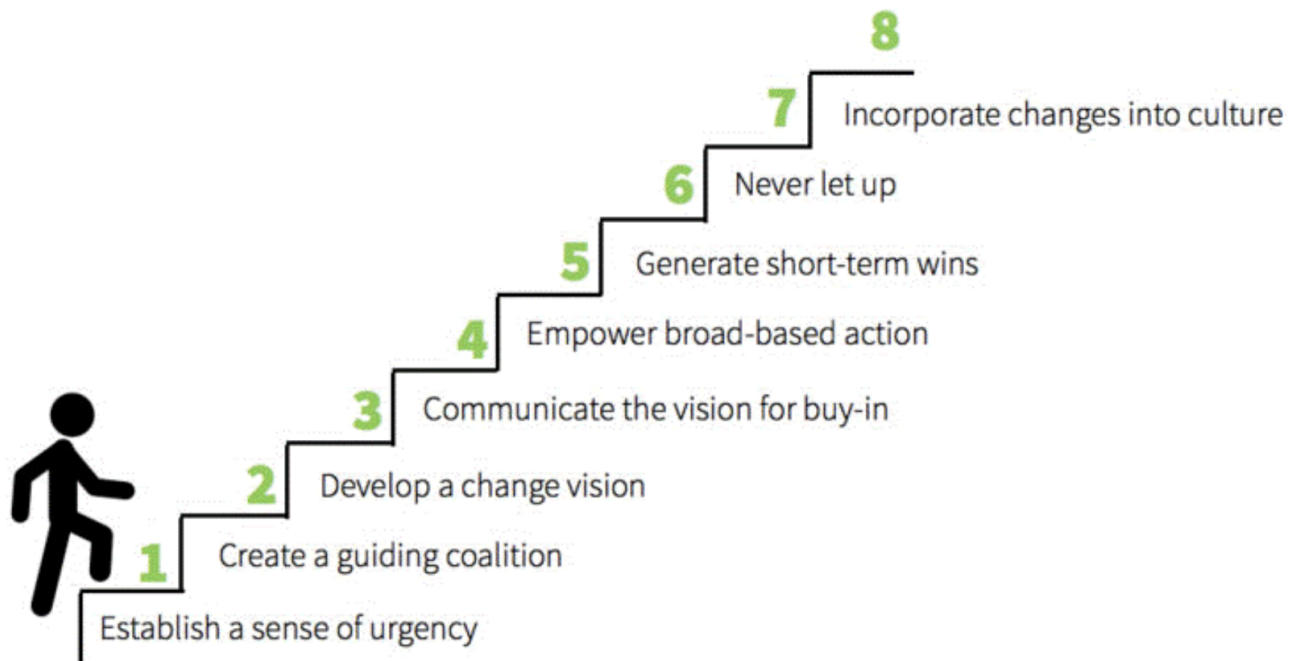
Word Recognition

- Phonological Awareness
- Decoding (and Spelling)
- Sight Recognition



Scarborough, H. 2001. Connecting early language and literacy to later reading (dis)abilities: Evidence, theory, and practice. Pp. 97-110 in S. B. Neuman & D. K. Dickinson (Eds.) *Handbook of Early Literacy*. NY: Guilford Press.

The Edina PreK-12 Comprehensive Literacy Plan is a living document that will modify and adjust based on data to inform areas of success and those in need of additional time or resources. Using the Eight Step Change Model (Kotter, 2012) to guide our Theory of Change and action steps, implementation will be supported across multiple phases. The initial development of the PreK-12 Comprehensive Literacy Plan builds upon the sense of urgency established by our Strategic Plan and partners with current district initiatives in progress.



(Dr. John Kotter's 8 Step Process for Leading Change, 2012)

Since the development of the Strategic Plan, our school district has had to navigate the constant changes and demands of a worldwide pandemic. Students, families, teachers, and leaders have made tremendous efforts to adjust and overcome challenges to meet learning

goals. Due to limitations in the data collection and communication necessary to structure the plan in its entirety, a decision was made to draft the plan across two years. Year One focuses on PreK-5 and Year Two will extend to the secondary grades 6-12. Year One also includes initial planning for the secondary intervention system, which will continue to develop through Year Two. In addition, informed modifications will be required as conditions allow for more collaboration, thorough data collection, and targeted study in the years ahead.

Definition of Comprehensive Literacy:

There may be no greater purpose for an educational system than to ensure all learners have equitable access to evidence-based instruction, building language and literacy knowledge, as well as the skills and strategies to competently engage in relevant learning opportunities that foster success. Literacy is a continuous, developmental progression from birth through adulthood. Comprehensive Literacy is a culmination of enduring and current research, proven instructional design and delivery, and target interventions that result in developing learners with the ability to strategically apply reading, writing, speaking, listening, viewing and technological skills to access and communicate information effectively inside and outside of the classroom and across content areas. The foundation of a literacy classroom is seated in research and evidence supported practices in the development of reading and writing to equip learners in critical thinking, problem solving, and communication.

Comprehensive Literacy instruction and learning includes, but is not limited to:

- reading is a complex process with comprehension as the central goal;
- research in effective instructional practices proven to shift the ownership of learning to students;
- research in reading development including; the science of brain development; the Components of Reading; structured literacy; strategic comprehension, vocabulary and critical thinking skills; and the Developmental Stages of Reading, Writing, and Orthography;
- incremental support in the developmental stages of oral language, reading, writing, and orthographic skills;
- the critical need to provide all students with sufficient, direct instruction on the foundation skills of literacy;
- intense, systematic lessons designed to support struggling readers and writers;
- the reciprocal relationship between reading and writing processes and skills that develop simultaneously;
- an inclusive literacy culture to support an environment that is culturally and linguistically responsive and promotes student motivation, interest, and engagement for all;
- a system of data collection, review and analysis, to identify specific areas of students;
- specific observation and assessment techniques used to inform students' literacy strengths and needs.

The instructional delivery of comprehensive literacy begins with developing lessons with clear, standards-aligned learning targets, and success criteria. Expectations and goals are

clearly articulated, explicitly taught and modeled by the teacher, and scaffolded and supported through varied texts and learning opportunities across the Gradual Release of Responsibility. This method shifts the ownership of the learning from the teacher to the students. Throughout the process, the teacher observes, confers, assesses, and provides actionable feedback, providing re-teaching and intervention, or enrichment and challenge, as needed.

Comprehensive literacy develops, cultivates, and applies reading, writing, speaking, listening, viewing, and technological skills and strategies to access and communicate information effectively inside and outside of the classroom and across content areas. By developing the ability to identify, understand, interpret, create, compute, and communicate using visual, audible, and digital materials across disciplines and in any context, learners are connected with others and are empowered to interact with the world. (ILA, 2020; NCTE, 2020; Tompkins, 2010; National Institute for Literacy, 2007.)

The PreK-5 Comprehensive Literacy Plan Alignment:

Clear alignment to district planning and initiatives is critical to the success of our literacy planning. The Comprehensive Literacy Plan will align to existing and developing systems and processes ensuring that the priority goals, action steps, and purposeful outcomes interconnect and support the mission, vision, and Strategic Plan of Edina Public Schools.

This connected alignment includes:

- **The Edina Learning Framework (ELF)** is a consistent, competency-based structure that requires students to demonstrate mastery of standards as they progress in meeting the EPS educational competencies.
- **Social Emotional Learning (SEL)** is the process through which children acquire and effectively apply the knowledge, attitudes, and skills necessary to understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions.
- **Professional Learning Communities (PLC) Playbook** supports leadership capacity, professional growth, and an ongoing process of continuous learning within a culture of collaboration and collective inquiry, in order to promote and maximize student success and achievement.
- **The Professional Development Plan** is seated in current research and evidence based practices with ongoing opportunities for teachers and leaders to have collaborative conversations about student literacy needs, equity and access for all students within the construct of continuous improvement.

- **Multi-Tiered System of Services (MTSS)** MTSS is a systematic, continuous improvement, decision-making framework that supports educators in providing academic and behavioral strategies for students with various needs. This framework utilizes data-based problem solving and decision-making across all levels of the educational system. The MTSS framework provides consistency of implementation across SEL, PLCs, and the PreK-12 Comprehensive Literacy Plan (CLP).

Edina's Literacy Mission and Vision:

The mission of the PreK-5 Comprehensive Literacy Plan is to nurture and enhance the literacy development of every Edina learner to ensure they are meeting and/or exceeding development milestones in literacy achievement by:

- strengthening our culture of professional excellence;
- enhancing systems to cultivate an inclusive, caring school culture;
- aligning instruction to current and enduring research and proven best practices;
- increasing classrooms strategies to identify and support struggling readers to address literacy deficits early; and
- promoting continuous learning and collective ownership.

Our unified vision is that all students in Edina Public Schools become lifelong learners with rich literacy, language, and comprehension skills necessary to be engaged, motivated, critical thinkers and communicators, thriving through rigorous learning opportunities. In our literacy vision, every student develops as an independent, literate learner through engaging in meaningful learning experiences that incorporate an individual learner's profile. Literate learners will read, write, listen, communicate, comprehend, and make meaning. In addition, they will think critically and problem solve across content areas. Using a variety of texts, media sources, and learning experiences, literate learners will synthesize information, transfer learning into new applications, and use their learning to communicate in multiple ways to diverse audiences.

The Guiding Change Document (Theory of Change): [LINK](#)

The Guiding Change document outlines the purpose for the Comprehensive Literacy Plan, how it is being created, and the expected results of its implementation. This structure guides the work of the PreK-12 Comprehensive Literacy Plan through the inevitable challenges that will arise by providing a clear plan of action. The expected results guide the creation of the Priority Goals and Action Steps that will support the implementation of the plan over the next five years.

Edina's Priority Goal Areas (Theory of Action):



Goal 1: Academic Excellence:

Standards, Curriculum, and Instructional Outlines

All students deserve equitable access to rigorous core content through the use of the Minnesota State Standards, comprehensive and viable curriculum, and evidence based literacy instruction. Literacy is a priority for all educators at every level, shown by committed to:

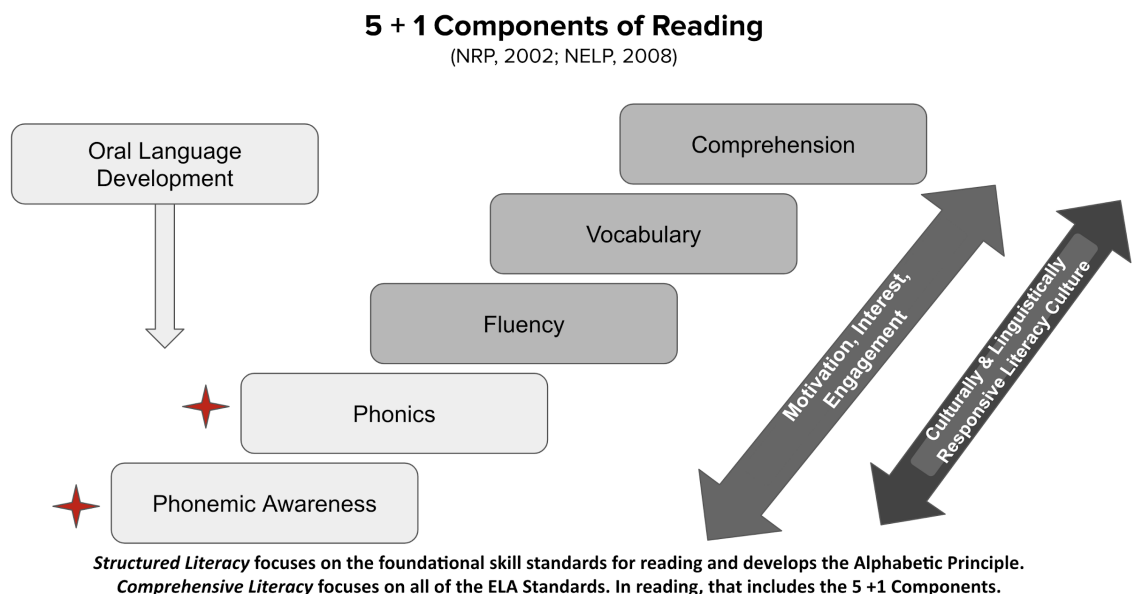
- **Standards and Curriculum** - Rigorous core content begins with standards as common expectations to guide instruction, assessment, and outcomes. The Minnesota Reading and ELA Standards outline clear goals for reading, writing, listening, speaking, viewing and exchanging ideas. Curriculum review is an ongoing process to ensure high quality, research and evidence based resources that
 - support effective instruction, alignment, and application of the standards;
 - provide strategies for differentiated instruction based on students' needs;
 - are culturally and linguistically relevant and responsive; and
 - build background knowledge and understanding of key learning concepts.

Using timely and appropriate assessments, curriculum will be analyzed to ensure that all students are, at minimum, meeting proficiency and developmental growth expectations.

- **Effective Comprehensive Literacy Instruction** - Data guides the framework for instructional delivery in Reading and ELA core instruction relies on the *5+1 Components of Reading*, the *Developmental Stages of Reading, Writing, and Orthography*, and the *Comprehensive Literacy Instructional Outline*. Teachers and leaders must have an internalized knowledge of these three important areas in order to design, deliver, and assess literacy instruction. These three critical structures provide educators with the What, the Why, and the How of effective literacy development.

- **The Components of Reading (The WHAT)**

The research supported "must teach" reading elements scaffold the development of skilled readers. They provide us with the specific building blocks of word recognition and language comprehension necessary for skilled reading. The components identified by the National Reading Panel (2002) and The National Early Literacy Panel (2008) are: oral language development; phonemic awareness; phonics; fluency; vocabulary; and comprehension development. The first three components, oral language development, phonemic awareness, and phonics, represent the foundations of reading needed to develop the Alphabet Principle to support decoding. Sonday is a resource that is used, and will continue to be used, with an emphasis on implementation fidelity to ensure all Edina learners master these foundations. The second three components are supported by decoding with automaticity to allow the reader to read fluently, freeing the brain to make meaning, comprehend, and acquire new vocabulary.



- **The Developmental Stages of Reading, Writing, and Orthography (The WHY)**
Literacy behaviors, reading, writing, and spelling/phonics, follow a developmental

progression across time. These stages typically align and inform a teacher if students are moving through the stages at a typical pace to allow for intervention or enrichment as needed. The continuum of literacy development in the critical *5+1 Components of Reading* illustrates the relationship between these developmental processes that culminate through effective instruction and practices to support skilled reading, writing, communicating, and understanding. The key skills for the development of early learning outlined in the foundational skills standards essential to all young learners include; oral language development, phonological and phonemic awareness, and phonics development. Building on this foundation, learners develop fluency, vocabulary and comprehension skills and strategies necessary to make meaning. Writing development is developed through opportunities to write creatively, and to prompts, to develop fluency, apply grammar and spelling knowledge to communicate.

- **The Comprehensive Literacy Instructional Outline (The HOW)**

This outline begins with clear, consistent and focused literacy strategies informed by ongoing data analysis which informs what must be taught and assessed, as well as the instructional structures that ensure that the components are cultivated within the developmental processes through instruction and student work that shifts the ownership of learning to students. These are necessary research supported practices that all teachers and leaders need to know, understand, and integrate into daily teaching. Effectively using the dedicated time for core literacy instruction and additional time for literacy support and language intervention for Multilingual Learners, the Comprehensive Literacy Instructional Outline (CLIO) structures the essential components of instruction, assessment, professional learning, reflection, and collaboration for literacy learning. The outline also guides teachers in using data and knowledge of student needs to design and deliver instruction, making adaptations and decisions with instructional agility.

Embracing the Gradual Release of Responsibility to partner with students to shift the ownership of learning to students, teachers explicitly teach and model the success criteria of the learning targets. Students engage in a wide variety of learning opportunities to develop their ability to apply that success criteria through multiple modes of instruction and demonstrate that success criteria to show evidence of their learning. The CLIO structures the modalities of instructional release ensuring that students are motivated to develop independence and self-direction in meeting and exceeding the ELA standards.

Comprehensive Literacy Instruction

The Minnesota Standards for English Language Arts			
Quality Core Comprehensive Literacy Instruction 120-150 minutes (90-120 minutes of uninterrupted Reading Instruction)			
Standards Aligned Learning Targets with Clear Success Criteria			
Reading Instruction/ Reading Workshop Direct, Explicit Instruction (Mini Lessons) Read Aloud (Modeled Reading) Shared Reading Close Reading Guided Reading Student-Led Collaborative Groups Independent Reading Reading Conferences		Language & Word Study Direct, Explicit, Systematic Instruction (Mini Lessons) Multi-Sensory Word Work Foundational Skill Instruction (PA/Phonics/Alphabetic Principle) Structural Analysis Vocabulary Development Grammar & Sentence Structure	Writing Instruction/ Writing Workshop Explicit Instruction (Mini Lessons) Genres Study Modeled Writing Shared Writing Guided Writing Collaborative Writing Independent Writing Writing Conferences Peer Conferences
Gradual Release of Responsibility – Supporting Student Motivation, Engagement, Self-Direction, and Ownership <i>Whole Group Focused Instruction – Small Group Guided Practice – Student Led Collaborative Discussions – Independent Application</i>			
Research Supported Best Practices	Culturally & Linguistically Responsive Instruction	Multi-Tiered Systems of Service (MTSS)	Technology Integration
Ongoing Formative & Summative Assessment			
Ongoing, Embedded Professional Learning & Literacy Coaching			
Guided Implementation of Professional Learning Data Collection and Analysis (Lesson Study, Student Work Review, Literacy Classroom Visit Data, Teacher Survey and Focus Group, and Feedback)			

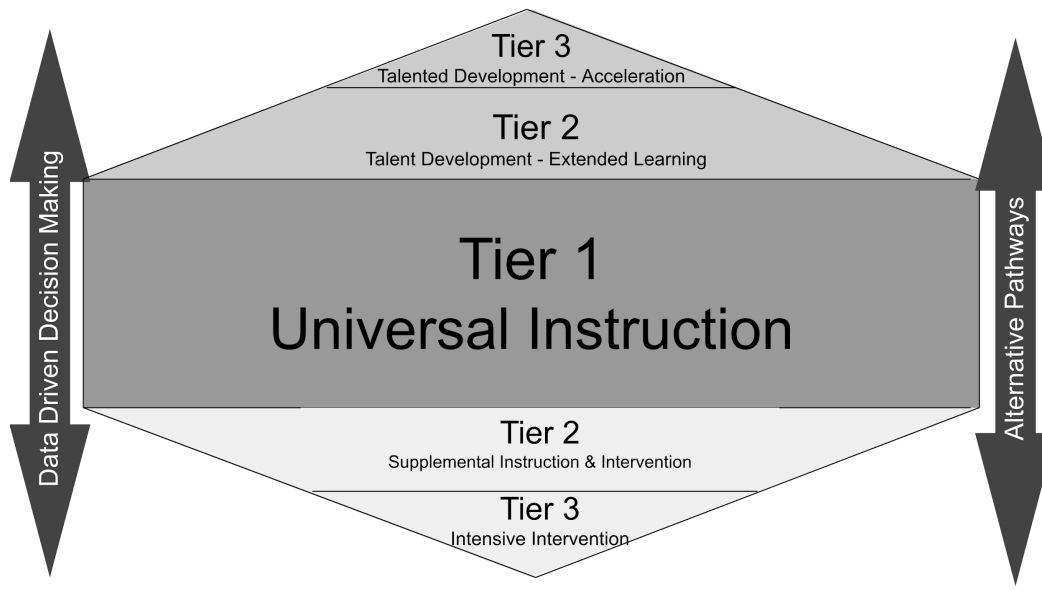
HOUCK EDUCATIONAL SERVICES (2017) ©

Goal 2: Multi-Tiered Systems of Support (MTSS) Ensuring Equity and Inclusion for ALL Learners:

EPS' Comprehensive Literacy Plan embraces and integrates an equity mindset and a culturally sustaining approach that honors the diverse community of learners in our schools. A unified commitment to Multi-Tiered Systems of Support aligns and supports literacy growth and achievement across all learning levels. MTSS is a multi-tiered framework developed to ensure that all students have access to the instruction, intervention and support, and talent development opportunities needed to meet and exceed grade level literacy learning goals every year.

The heart of the MTSS framework is effective universal core classroom instruction, as illustrated in the visual. The goal of core instruction is to meet the needs of, at minimum, eighty percent of all students on a regular basis. Observation, assessment, and review of student work provides the data to inform teachers of a need for support within the core classroom and/or additional targeted support to address difficulties and deficits. In addition, some students will need enrichment, acceleration and extension opportunities in the core classroom and/or beyond what is available during core instruction.

Within MTSS, Tier 1 is defined as instructional for all, Tier 2 is instruction for some and Tier 3 is instruction for a few. In each tier a team of educators work together in collaborative teams to determine the best instructional match for each learner. Determining an instructional match for students is done intentionally for students needing additional support to meet the standard **and** for students that are performing above the standard who demonstrate a need for extensions in their learning progression.



NOTE: This simple MTSS is a placeholder. The MTSS team is developing an Edina Model. So, for now, this is just to reinforce the notion that we are looking at both ends of intervention and talented development as critical aspects of instructional planning and delivery. [This Model may be closer to what we develop](#)

Goal 3: Purposeful Assessment and Data Systems

Assessment and data help teachers and students understand where they are, where they have been, and where they need to go in their learning. Reading, writing, and communicating are developmental and, therefore, complex areas to assess. No single assessment can include all aspects of these diverse processes. Every literacy assessment offers multiple purposes, yet no single assessment can serve all purposes. A literacy assessment system needs to reflect the multiple dimensions of reading and writing, the various purposes for assessment, and the diversity of the students being assessed.

The Role of Literacy Assessment is to:

- determine where students are in their learning progression;
- guide instructional planning and decision making regarding student needs (e.g., identifying strengths, learning gaps, and opportunities; allocating resources);

- partner with families about their child(ren)'s learning;
- monitor students' progress towards mastering academic and early learning standards, including social emotional learning;
- see timely data to provide actionable feedback FOR learning; and
- inform continuous improvement of the instructional system (e.g., to identify areas for professional development, to examine effectiveness of core instruction).

The PreK-12 Comprehensive Literacy Plan will create action steps to ensure that educators have a well-designed assessment system that includes formal assessments for universal screening, progress monitoring, and diagnosis of specific needs, as well as formative common assessments, observation data, and student work products. Educators will have consistent and timely access to data, as well as time to reflect on these data and engage in collaborative data conversations, supported by common data decision-making processes and protocols to guide instructional decision making.

Goal 4: Professional Excellence

High quality professional development is critical in providing effective instruction, intervention, and acceleration for all children. Student learning is positively affected by the quality of adult professional learning, which must be intentionally designed and integrated into daily instructional practice (Eaker & Keating, 2009). Professional development involves systematic, sustainable, and positive changes in the practices of teachers and leaders. Teachers, administrators, and leaders are committed to developing the knowledge, skills, and dispositions necessary to consistently foster opportunities to collaborate with students in meeting and exceeding literacy proficiency and goals. This learning must be embedded into the structure and routine processes of the district. Within the Professional Learning Community (PLC) Framework, Professional excellence considers:

- students' critical learning and knowledge development;
- how educators observe and collect data about student learning; and
- how educators respond to the information gathered about student learning.

Goal 5: Collaborative Leadership

Collaboration among teachers, staff, and school and district leaders:

- fosters a positive culture of high expectations, system support, unity, and collective ownership;
- ensures critical teacher input into the decision making and implementation process;
- creates agreed upon systems that support timely and effective decision making;
- maintains the mission, vision, and core values;
- strategically meets goals;

- addresses challenges as a single, cohesive team; and
- collectively incorporates changes into a sustaining culture.

Embracing collaboration at the highest level demonstrates to our entire Edina community the value and importance of the PreK-12 Comprehensive Literacy Plan and each district initiative that aligns and supports it. It is through this collaborative approach that the goals, actions, and expected results will be realized.

Goal 6: Community Partnerships

Literacy learning is a collaborative, community responsibility. It is achieved through partnerships among educators, caregivers, learners, and the community in prioritizing education and engaging developmentally appropriate literacy experiences that support learning through play, innovative classroom practices, deep thinking, and incrementally scaffolded high expectations. It is important for all members of the Edina Public Schools community to have a shared commitment to the Comprehensive Literacy Plan in order to ensure all students meet literacy goals. When schools and community organizations work together to support learning, everyone benefits. Partnerships can serve to strengthen, support, and even transform individuals, resulting in improved program quality, more efficient use of resources, and better alignment of goals and curricula (Harvard Family Research Project, 2010).

Priority Action Steps Moving into 2021-22:

Goal 1: Academic Excellence: Standards, Curriculum, and Instructional Outline

Teachers and Leaders will participate in the following to ensure core instruction supports current, valid, and reliable research:

- Engage in and implement Early Learning Curriculum Review Process to support development of a consistent method of core instruction
- Learn and build understanding of the new MN English Language Arts standards (Summer work in Standards 2022) and/or Early Childhood Indicators of Progress (ECIP)
- Create, teach, and assess standards-aligned Learning Targets across the Gradual Release of Responsibility aligned with ELA standards
- Engage in training for staff to increase preparedness to know and recognize reading difficulties as they appear in core instruction across all grade levels
- Continue learning, implementation of & alignment of instructional resources, such as Sonday, to support foundational skill development (oral language development, phonological and phonemic awareness, and phonics development) including

development of scope and sequence and pacing guide as new state standards are released (K-2)

- Study and engage in deepened learning around research based best practices in Comprehensive Literacy, foundational skills, language skills, and comprehension development
- Collaborate with Literacy Coaches to engage in differentiated, job-embedded professional learning aligned with the Comprehensive Literacy Instructional Framework
- Revise the EPS Dyslexia Guidebook to support staff's ability to know and recognize reading challenges as they appear, as well as how to respond to support students and families

Goal 2: Multi-Tiered Systems of Support (MTSS) Ensuring Equity and Inclusion for ALL Learners

District and Site Leadership will collaborate in the following to begin aligning decision systems to meet the needs of learners needing additional support to meet grade level standards and growth targets through:

- understanding of MTSS as a Decision Making model;
- improved implementation of Data and Problem Solving teams;
- establishing a clear structure for identification of Tier 2 and Tier 3 learning opportunities for students needing additional support and students needing extended learning, talent development pathways, targeted programs, and progress monitoring processes;
- building upon current Talent Development structures and alignment with Policy 601
- implementing initial alternative pathways to provide Talent Development (TD) opportunities for Twice Exceptional (2e), Multilingual Learners, and marginalized students to actively interrupt systems and practices that perpetuate the marginalization; and
- aligning secondary MTSS structure to elementary and secondary goals.

Goal 3: Purposeful Assessment and Data Systems

District and Site Leadership will collaborate to create and support processes and protocols that ensure the alignment and consistency of district assessment and data systems by:

- identifying the literacy assessment system and resources that align with common and informal classroom assessments, as well as the MTSS Framework while fostering a commitment to a data informed culture;

- developing collaborative processes for discussing and building common understanding of each assessment: the purpose; administration; frequency; and use;
- engaging in the use of data frequently and flexibly to make informed decisions about instruction and student learning;
- Continuing to support and development of Data Team periodic meetings to review district, school, and grade level data to make programmatic and instructional system decisions; and
- enhancing and aligning the processes of MTSS problem solving teams to review, analyze, and use data to make instructional and programmatic decisions.

Goal 4: Professional Excellence

Teachers and Leaders will engage in the professional development opportunities to ensure core instruction supports current, valid, and reliable research. These opportunities include:

- research supported, effective instruction in general, and specific to literacy, that aligns with the Comprehensive Literacy Instructional Outline;
- cultivating an inclusive literacy culture in every classroom;
- collaborative discussion about how students learn to read, write, and communicate including, but not limited to: the 5+1 Components of Reading, The Developmental Stages (Reading, Writing, and Orthography) and The Comprehensive Literacy Instructional Outline which includes structured literacy to support the development of foundational reading and writing skills;
- current research on assessment and literacy specific to explicit instruction of foundational skills and how these skills partner with language development to build reading comprehension, critical thinking, and problem solving;
- continue LETRS cohort training to create a core team of teachers knowledgeable about foundational skill development;
- continue implementation fidelity of Sonday Essentials, which is a resource to teach foundational skill development in core instruction; and
- understanding the twice exceptional and alternative pathways for inclusion of Multilingual Learners and marginalized students in Talent Development opportunities.

In order for a high level of engagement in professional development to occur District & Site Leadership will:

- collaborate to form Comprehensive Literacy Leadership Teams that honor the professionalism of, and ensures input from, all building staff, while creating differentiated building pathways to ensure successful implementation of the PreK-12 CLP;
- provide time for professional development content at the school and district level,

supported by Professional Learning Community implementation to ensure the integration of learning into daily practice; and

- partner to collect ongoing data through observation, survey, grade level team conversations, focus groups, and parent communication to monitor the implementation and integration of professional learning in classroom practice.

Goal 5: Collaborative Leadership

*District and Site Leadership will collaborate to align the PreK-12 Comprehensive Literacy Plan, the Multi-Tiered Systems of Support (MTSS), and Professional Learning Communities (PLCs) processes and **ensure successful implementation of the PreK-12 Comprehensive Literacy Plan.** Action steps include:*

- Develop Building Literacy Teams consisting of one designated administrator, one primary and one intermediate teacher leader, at each school site to ensure high levels of engagement in the PreK-12 Comprehensive Literacy Plan. These site leaders will partner with the Literacy Coaches and district leaders to further ensure each building has the systems and resources needed to support effective implementation of the PreK-12 Comprehensive Literacy Plan while allowing for consideration of the varied factors that impact adult and student learning at each site.
- Commit to collaborate around the action steps, professional development goals, and outcomes of the PreK-12 Comprehensive Literacy Plan.
- Provide direct leadership in the implementation of the PreK-12 Comprehensive Literacy Plan.
- Collect, analyze, and respond to ongoing data through observation, survey, grade level and cross grade level conversations, focus groups, and parent communication to monitor the implementation and integration of professional learning in classroom practice.
- Provide time through scheduling to support research guidelines for instructional delivery for ELA.
- Create a PreK-2 team to align standards across early childhood through the primary grades, create kindergarten readiness guidelines, and a process to share assessment and informal data between early childhood and kindergarten.

Goal 6: Community Partnerships

Edina Leadership and School Board will create communication pathways for parents, caregivers, and community members to understand the goals and action steps of the PreK-12 Comprehensive Literacy Plan and provide periodic feedback.

District and Site Leadership will:

- communicate with stakeholders and community members to foster a shared understanding and support to enhance our literacy knowledge and expertise to ensure all students meet literacy goals; and
- Create opportunities for parents, caregivers, and community members to engage and respond to the PreK-12 Comprehensive Literacy Plan at critical points in the implementation process.

Continued Action Steps through 2022-26: (This will continue to be developed with greater detail as we begin implementation and work directly with Building Literacy Teams.)

Goal 1: Academic Excellence: Standards, Curriculum, and Instructional Outline

Teachers and Leaders will engage in the following professional development to ensure core instruction supports current, valid, and reliable research:

All PreK-5: District & Building Leadership Teams, Literacy Coaches, K-12 ELA Teachers, Leads and Support

- Fully implement the new MN English Language Arts standards (Summer work in Standards 2022)
- Create, administer, and review grade level, common formative assessments using student work from standards-aligned Learning Targets to ensure students are meeting and/or exceeding standards
- Create common rituals and routines, strategies, and supports across grade levels to ensure a culturally and linguistically responsive Literacy Culture
- Build understanding and capacity with all aspects of instruction in each modality of the Comprehensive Literacy Instructional Outline
- Fully ensure **all** staff know and recognize reading deficits as they appear and most importantly know how to respond in ways that ensure literacy success for all
- Fully ensure all staff understand the Edina Talent Development Framework and instructional practices to meet the traits of learners who demonstrate a need for pathways to extend their learning beyond grade level standards

Secondary 6-12 Reading and ELA Teachers

- Complete and implement the Curriculum Review Process to support development of a consistent method of Reading and ELA core instruction
- Fully implement the new MN English Language Arts standards (Summer work in Standards 2022) in conjunction with the curriculum review process
- Create, administer, and review grade level, common formative assessments using student work from standards-aligned Learning Targets to ensure students are meeting and/or exceeding standards

- Fully ensure **all** staff know and recognize reading deficits as they appear and most importantly know how to respond in ways that ensure literacy success for all

Secondary 6-12 District & Building Leadership Teams, Literacy Coaches, Content Teachers, Leads and Support

- Focus on specific aspects of disciplinary literacy instruction and technology integration in each modality of the Gradual Release of Responsibility
- Integrate and align ELA and College and Career readiness standards related to nonfiction and informational texts into content area instruction and assessment

Early Learning (PreK) Teachers, District & Building Leadership Team Leads & Support

- Monitor and assess the implementation of Early Learning Curriculum Review Process to support development of a consistent method of core instruction
- Formation of a PreK-2 Early Learning/Primary Task Force and Bridging Team to create alignment and consistency in instruction across early childhood through the primary grades

Goal 2: Multi-Tiered Systems of Support (MTSS) Ensuring Equity and Inclusion for ALL Learners

Teachers and Leaders will collaborate in the following to begin aligning decision systems to meet the needs of learners needing additional support to meet grade level standards and growth targets:

MTSS PreK-5:

- District wide implementation of MTSS Framework, Data Teams, Problem Solving Teams, and supportive processes
- Focus on intentional, targeted Tier One interventions and supports for Multilingual Learners, and students who are facing challenges to learn in order to provide additional instruction, time, scaffolding, etc.
- Development and implementation of a Decision Making process for identification, diagnosis of need, and placement in Tier Two and Three instructional match
- Continue to align current Talent Development structures with the implementation of Policy 601 to enrich learning for all learners
- Refinement of the progress monitoring data collection and analysis for tracking longitudinal data Tier Two and Tier Three intervention to inform alignment and effectiveness of intervention resources
- Expand alternative pathways for Talent Development

MTSS 6-12:

- Implementation of the aligned intervention structure for ensuring all students have supportive core instruction
- Implementation of the intervention structure for students in need of Tier Two and Three supports “in addition to” core instruction

Goal 3: Purposeful Assessment and Data Systems

Teachers and Leaders will collaborate to create and support processes and protocols that ensure the alignment and consistency of district assessment and data systems:

District Leaders, Site Leadership, and PreK-12 Teachers

- Implement the district assessment system calendar to ensure aligned data collection and review
- Lead regular data discussions using collaboratively designed processes ensuring consistency across sites
- Support the development of standards based common assessments

Teachers and Teacher Teams PreK-12

- Collaboratively develop standards-aligned common assessments designed to analyze instructional effectiveness
- Establish a process for timely review of common assessments, school and classroom based diagnostics assessments, progress monitoring data, student work, observation and conferring data to:
 - make programmatic decisions;
 - make instructional decisions and modifications; and
 - support student understanding and action of reading range and self-selection decisions.

Goal 4: Professional Excellence

Teachers and Leaders will engage in the following professional development to ensure ALL instruction supports current, valid, and reliable research:

- Continued LETRS, and other literacy training, for staff supporting foundational literacy skill development aligned with the science of reading
- Continued Culturally and Linguistically Responsive Teaching that engages all students at the highest levels of literacy learning
- Instructional practices for Multilingual learners
- Literacy supportive interventions and strategies in core and content instruction

- Expanded opportunities for the 2e, twice exceptional students, and alternative pathways for inclusion of ML and marginalized students in Talent Development opportunities
- Components of the Comprehensive Literacy Instructional Outline

*In order for a high level of engagement in professional development to occur **District & Building Leadership** will:*

- Maintain Building Literacy Teams to provide daily support and guidance in implementing the professional development that supports the plan. These site leaders will partner with the Literacy Coaches and district leaders to ensure continued building input and collaboration, differentiated delivery of professional learning, and consistent data collection across the district
- Continue to review and provide time for professional development content and Professional Learning Communities, to ensure the integration of professional learning into daily practice throughout each year of implementation
- Partner to collect ongoing data through observation, survey, grade level team conversations, focus groups, and parent communication to monitor the implementation and integration of professional learning in classroom practices directly related to student performance
- Implement cross building and grade level data conversations to ensure alignment and consistent access to the developmental continuum

Goal 5: Collaborative Leadership

*Teachers and Leaders will collaborate to align the PreK-12 Comprehensive Literacy Plan, the Multi-Tiered Systems of Support (MTSS), and Professional Learning Communities (PLCs) processes and **ensure successful implementation of the PreK-12 Comprehensive Literacy Plan:***

- Maintain Building Literacy Teams to provide daily support and guidance in implementing the professional development that supports the plan. These site leaders will partner with the Literacy Coaches and district leaders to ensure continued building input and collaboration, differentiated delivery of professional learning and consistent data collection across the district
- Provide direct leadership in the implementation of the PreK-12 Comprehensive Literacy Plan
- Partner with leadership across buildings to discuss the strengths and needs of the ongoing implementation of the PreK-12 Comprehensive Literacy Plan and discuss modifications or enhancements

- Use data and observation to review and modify time and scheduling to support research guidelines for instructional delivery for Reading and ELA
- Determine intentional time and scheduling for WIN time for creating instructional matches and supports to meet the literacy needs of all students
- Continue to honor and support district systems, processes, and protocols to ensure alignment among systems and to guide effective implementation of the PreK-12 Comprehensive Literacy Plan

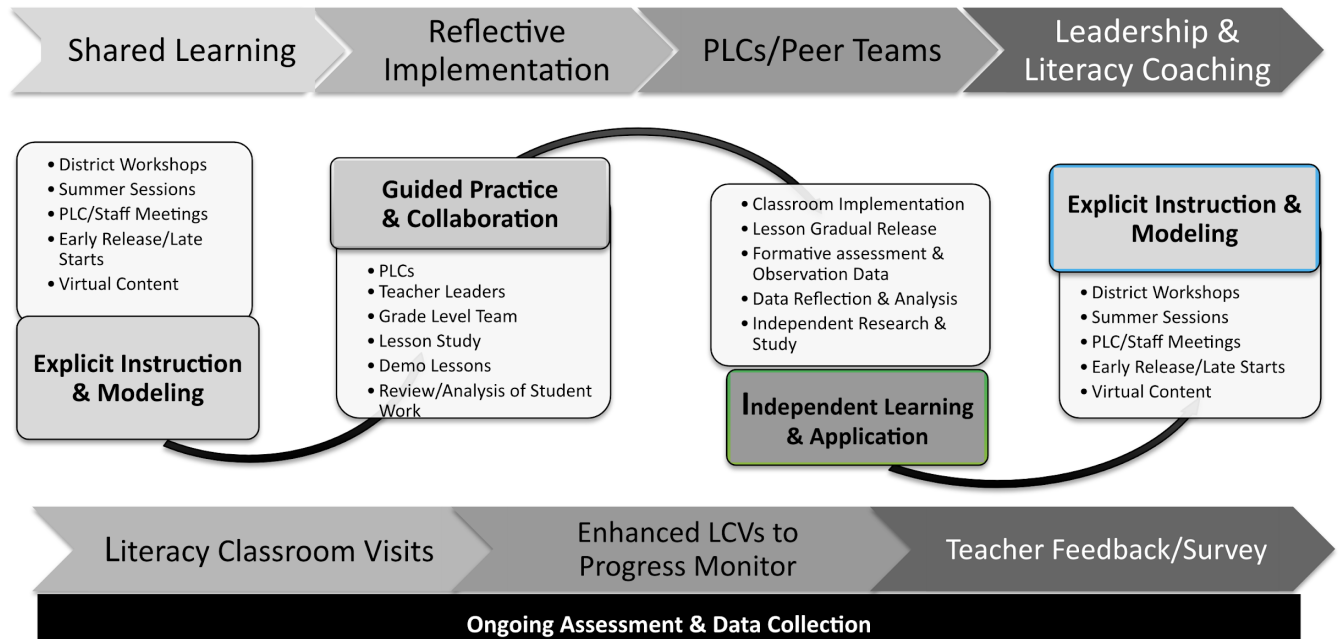
Goal 6: Community Partnerships

Edina Leadership and School Board will create communication pathways for parents, caregivers, and community members to understand the goals and action steps of the PreK-12 Comprehensive Literacy Plan, provide periodic feedback and build collaboration in reaching its goals.

- Communicate with stakeholders and community members to foster a shared understanding and support in our efforts to ensure all students meet literacy goals
- Create opportunities for parents, caregivers, and community members to engage and respond to the PreK-12 Comprehensive Literacy Plan at critical points in the implementation process
- Provide parents and caregiver opportunities to learn about literacy development and ways that reading and writing skills can be supported at home
- Create connections within the community to strengthen and extend opportunities for real world literacy learning
- Ensure clear and consistent communication methods for informing parents where their children are as literacy learners and how they can partner in supporting continued growth at all levels.

Edina's PreK-12 Comprehensive Literacy Plan: Professional Development Plan

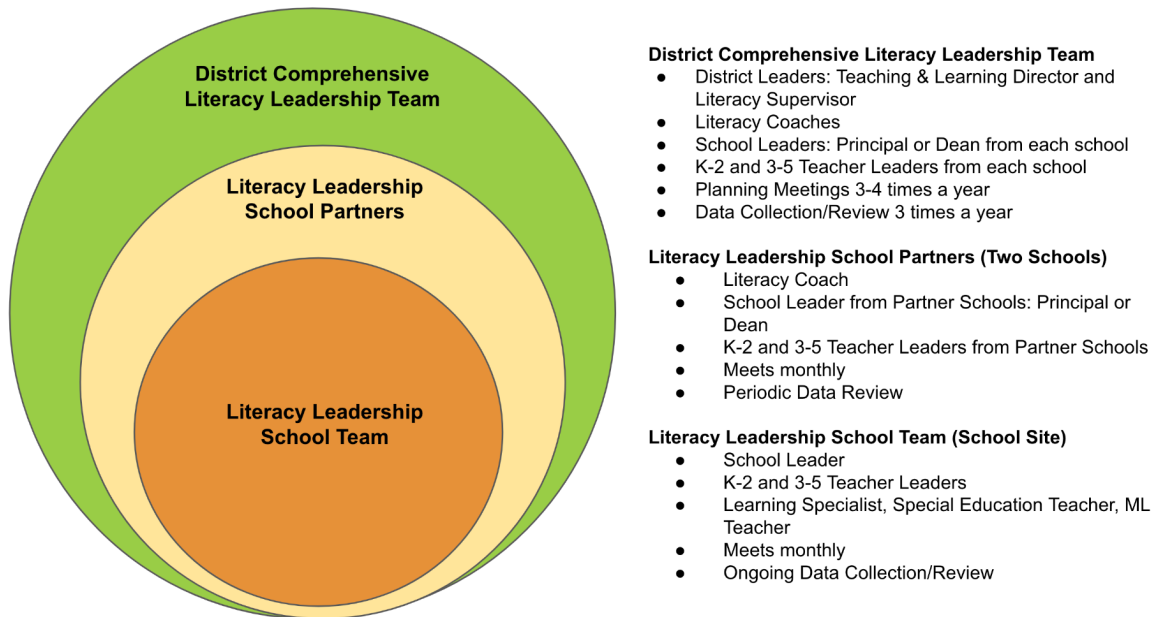
Framework for Professional Learning



Our Framework for Professional Development implementation follows an interactive process of engaging in learning on current and enduring research and evidence based practices proven to develop classroom, school, and district literacy culture and effective instruction. Once identified, a process for shared content learning through whole group workshops, collaborative learning, and independent opportunities is designed with input from teachers and leadership. The new and enhanced learning is integrated into daily classroom instructional practices, while time is provided for reflection, lesson development, and review of student work and observational data. Discussion of the application of learning with peers in grade level, cross grade level, and PLC teams provides opportunities to learn with and from peers. Both classroom implementation and collaborative discussions can be guided by leadership and literacy coaches. During the interactive process of professional learning, data is collected through intentional classroom visits, with identified look for elements, to progress monitor the degree to which the shared learning is evident in instruction and student learning connected to the new learning is tangible. These data are reviewed periodically to analyze the effectiveness of the professional development, the impact on teacher and student growth, and areas in need of modification or change.

Leadership Roles Supporting the Professional Development Plan

District Comprehensive Leadership Teams



Year One: Overarching Goal!

Our goal for next year is to cultivate collective ownership and site based leadership, supported by district leadership. We realize that next year is a recovery year, and also a year for creating alignment among developing district systems to build equity and sustainability including: Multi-Tiered Systems of Support (MTSS), Social Emotional Learning (SEL), Professional Learning Communities (PLCs), and Professional Development (PD) Systems, and the PreK-12 Comprehensive Literacy Plan (CLP). We believe that an important goal to ensure that we have a strong foundation upon which to build and align these systems and processes relies on site based leadership in partnership with the district.

The Comprehensive Leadership Teams will be the nucleus of the ownership, development, implementation, and differentiation of the CLP. This team provides the infrastructure for collective ownership through support, coaching, guidance, data collection, feedback, and communication in the implementation of the goals and professional development of the PreK-12 Comprehensive Literacy Plan. As noted above, the representatives from the Literacy Leadership School Partners will meet with district leaders

as the District Comprehensive Literacy Leadership Team meets three or four times a year for planning, shared learning, and data review. Literacy Leadership School Partners will consist of the shared Literacy Coach, School Leader, and Teacher Leaders. They will meet to connect and discuss successes and challenges in the implementation of the CLP, review data, and plan for combined professional learning opportunities. The Literacy Leadership School Team includes more staff members, such as Learning Specialists, ML Teachers, and Special Education representatives, etc.

District Leadership:

- **Director of Teaching & Learning** - provides oversight and support of the Reading and ELA instructional programming, supports the implementation of the PreK-12 Comprehensive Literacy Plan, participates in data collection and analysis of the overall implementation, and partners with leaders to make programmatic changes based on data and feedback from educators and stakeholders.
- **District Literacy Instructional Coordinator** provides oversight and guidance of the development and implementation of the PreK-12 Comprehensive Literacy Plan, with the Comprehensive Literacy Leadership Team by designing and supporting professional development, data collection, analysis, feedback, and communication of the process. In addition, administers and supports the Literacy Coaching Model and the Literacy Coaches.
- **Literacy Coaches** - partner with district and school leadership and staff to support the implementation and integration of the research supported literacy professional development into the school and classroom literacy culture and effective instructional practices through coaching, reflective practice, modeling, data collection, and feedback. Provide targeted support in providing core classroom interventions and strategies to support multi-lingual students and students with literacy challenges and those exhibiting characteristics of dyslexia and other reading difficulties in the classroom.

School Leadership:

(Literacy Coaches serves as Both District and School Leaders)

- **School Literacy Leader** - is the designated principal or dean committed to site leadership of the PreK-12 Comprehensive Literacy Plan and the implementation of the professional development to meet the expected outcomes and goals of the plan. Ensures that professional development is embedded into daily practice, a focus of PLC and grade level team conversations, schedules time for shared knowledge development, collaboration, and reflection on data, lesson development, and student

work. Partner with the Literacy Coaches and the District Literacy Supervisor to collect ongoing data collection, review, and analysis to support the implementation of the PreK-12 Comprehensive Literacy Plan.

- **Teacher Literacy Leaders** - represent one primary and one intermediate teacher at each school site who partner with the other members of the Comprehensive Literacy Leadership Team. Teacher Leaders will support the School Literacy Leader and Literacy Coaches and serve as a role model and additional literacy support in their school.
- **Teachers and Specialists** - include all school educators who teach and support reading and ELA, reading intervention, or special education related to reading will be required to participate and integrate learning as determined by the Elementary Comprehensive Leadership Team.

Appendices:

[Glossary of Terms](#)

[PreK-5 and Preliminary 6-12 Intervention CLP Literacy Plan Goal-Outcome Alignment](#)

[Guiding Change Document](#)

[Professional Development Outline](#)

[Projected Overall Budget](#)

[Implementation Metrics](#)

[Read Well Plan](#)

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Board Meeting Date: October 11, 2021

TITLE: Student Academic Performance: Overview of State of Student Learning Performance

TYPE: Discussion

PRESENTER(S): Jody De St. Hubert, Director of Teaching & Learning, Greg Guswiler, Data Programmer and Analyst Coordinator, Bethany Van Osdel, Assistant Director of Teaching & Learning, Mark Carlson, Instructional Coordinator of Teaching & Learning, Andy Beaton, Edina High School Principal, Tim Anderson, South View Middle School Principal, Chris Holden, Normandale Elementary Principal

BACKGROUND: Our Edina staff has been working diligently at all levels in order to determine the state of learning for our Edina students this fall. They have taken the responsibility of gathering fall performance data to understand students' current learning levels seriously and have teamed together to create instructional plans at the building, classroom, and individual level. This report outlines results of fall performance data.

Report Overview

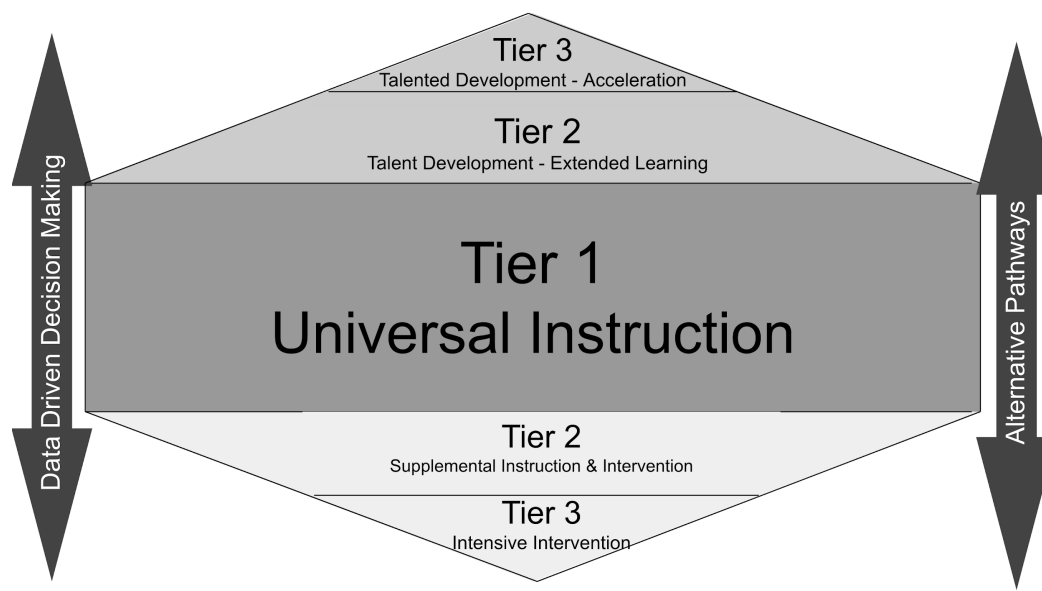
- Components of a Comprehensive Assessment System
- Fall Assessments Required to be Administered
- A K-5 Math Overview
- A K-5 Reading Overview
- A 6 Grade Reading Overview
- A Secondary Overview

Components of a Comprehensive Assessment System:

“A comprehensive assessment system includes a variety of assessment types that produce either formative or summative evidence of student learning.” When built with intentionality the system assesses learning at all levels of the system including: “individual learners, classrooms, schools, districts, and statewide. Meaningful information is needed from each level to support teaching and learning, but the amount and level of information shifts at each level.”

(MDE, testing123.education.mn.gov)

The specific assessment information in this report is being reported as one data point in each subject area. Because it is critical to include multiple data points in instructional decision making, our building teams are engaging in formal conversations about student needs that also include classroom summative assessments, as well as classroom formal and informal formative assessments. These conversations are happening in Data Meetings to review and respond to school and grade level trends and Professional Learning Communities to review and respond to grade level and classroom trends. Across both Data Meetings and Professional Learning Communities comprehensive individual data is being reviewed to provide individual instructional matches for all students. This process outlines an MTSS: Multi-tiered system of decision making.



Fall Assessments Required to be Administered (from 2021-22 Edina Assessment Plan):

Required Assessment	MTSS Decision Making Model	Subject Area	Grade Level	Overall % of students tested:
Fastbridge	Universal & Diagnostic	CMB Reading	2-5	90.37%
Fastbridge	Universal & Diagnostic	Early Reading	K-1	83.95%
Fastbridge	Universal & Diagnostic	Early Math	K-1	93.02%
Fastbridge	Universal & Diagnostic	FASTTrack Reading	6	94.08%

K-5 Math:

What data has been gathered this fall?

Teachers have several tools available to them to assess the needs of their students as we begin the 2021-22 school year. In grades K-1 teachers assessed students using the Fastbridge Early Math assessment. Results from this assessment can be seen below.

In grades 2-5, all teachers have been encouraged to use common pre-assessments at the beginning of each unit of study. These assessments provide information about foundational skills needed for the unit and a map for helping students meet these needs if the assessment demonstrates gaps in student learning.

Teachers have also been encouraged to assess students' current knowledge through the use of an IXL Diagnostic Assessment (see overall results below). This assessment can give teachers more granular data about what students know and are able to do and what they are ready to learn across 6 mathematical strands by providing a personalized action plan for each student. So far this fall we have had approximately 2100 students complete a diagnostic assessment and several more are in the process of completing this assessment. This tool can also provide a look at continuous growth throughout the year.

IXL Fall Data:

Grade 2	Count	%		Grade 4	Count	%
Above	70	20%		Above	67	13%

On Grade	196	57%		On Grade	264	52%
Below Grade	60	17%		Below Grade	138	27%
Far Below	18	5%		Far Below	38	7%
Total	344			Total	507	
Grade 3	Count	%		Grade 5	Count	%
Above	97	20%		Above	104	19%
On Grade	300	63%		On Grade	231	42%
Below Grade	67	14%		Below Grade	163	29%
Far Below	11	2%		Far Below	57	10%
Total	475			Total	555	

What have we learned and how are we responding?

1. Overall, across the system, our K-1 students have strong foundational math skills. Teachers will continue to move forward with instruction as they would in a typical year, making instructional adjustments as needed based on classroom summative and formative assessment data.
2. 4th and 5th grade IXL diagnostic data indicates that there are more students that have gaps in math learning than in a typical year. This will be addressed in the classroom based on individual student needs, and through the use of personalized plans developed through the IXL Diagnostic. In addition, our Student Success leads are engaging in conversations about the instructional focus for building Student Success programs. At the sites where math data demonstrates a higher level of instructional response, math will be a chosen focus. The Teaching and Learning team will support Student Success programs with the development of their academic plans, instructional resources, and professional development as needed.
3. Through instructional and assessment practices, teachers are able to determine learning gaps for individual students and provide additional Tier 1 support. Students will be provided appropriate instructional matches in Tier 2 and Tier 3 for individuals in need of this additional support.

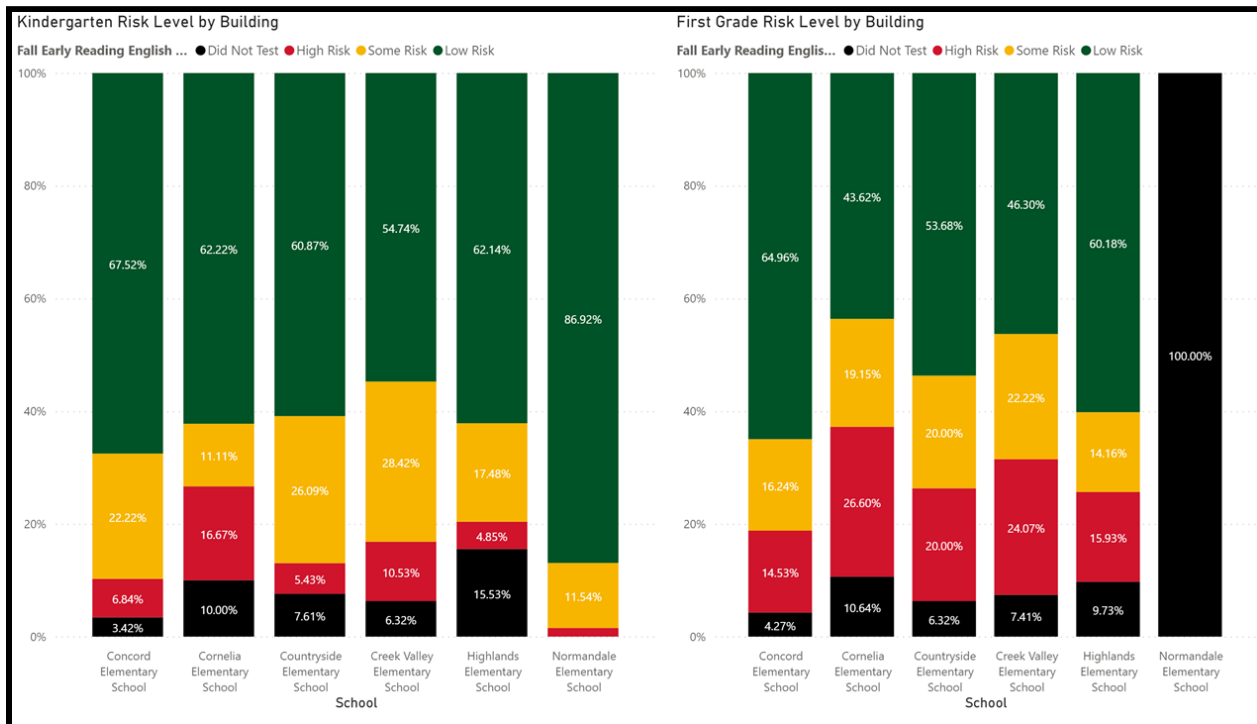
K-5 Reading:

What data has been gathered this fall?

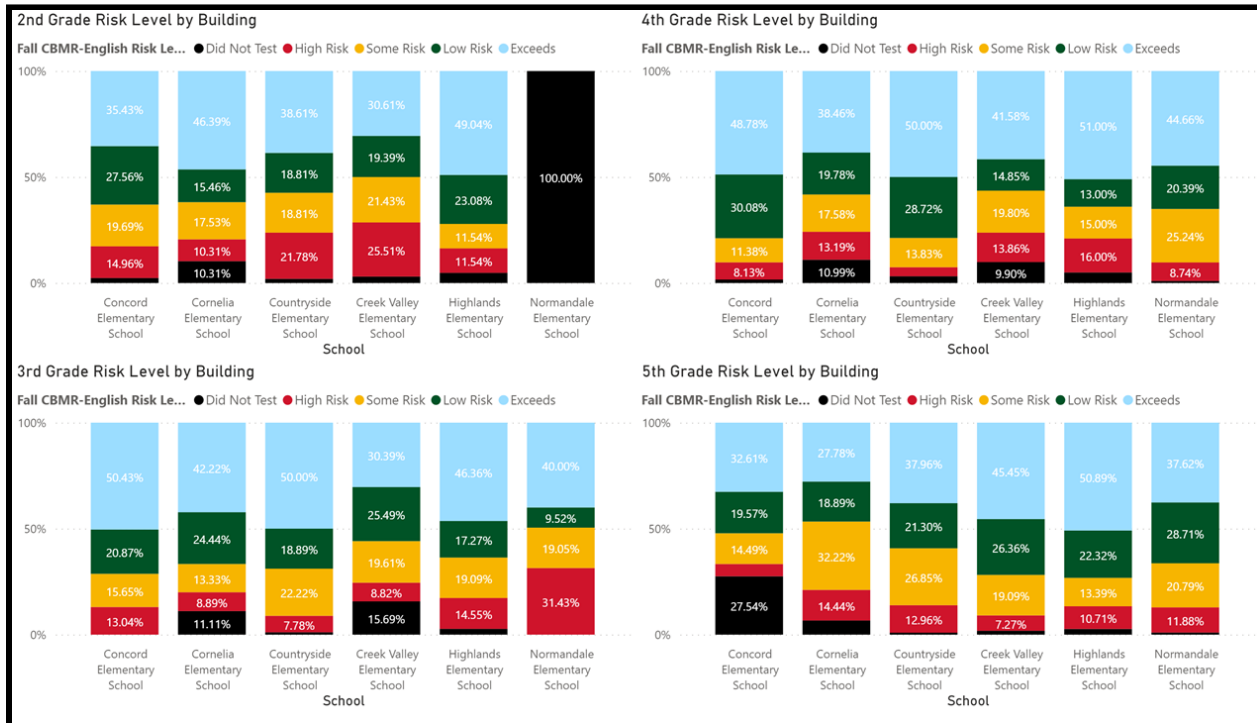
In grades K-1 teachers assessed students using the Fastbridge Early Reading assessment. In grades 2-5 teachers assessed students using the Fastbridge CMB Reading. The Early Reading assessment, aReading assesses broad reading ability and predicts overall reading achievement in concepts of print, phonological awareness, phonics, vocabulary, comprehension, orthography,

and morphology. The CMB Reading assesses oral reading fluency with connected text. Results from these assessments can be seen below.

Kindergarten & 1st Grades Fall 2021-2022 FAST Assessment Results



2nd - 5th Grades Fall 2021-2022 FAST Assessment Results



What have we learned and how are we responding?

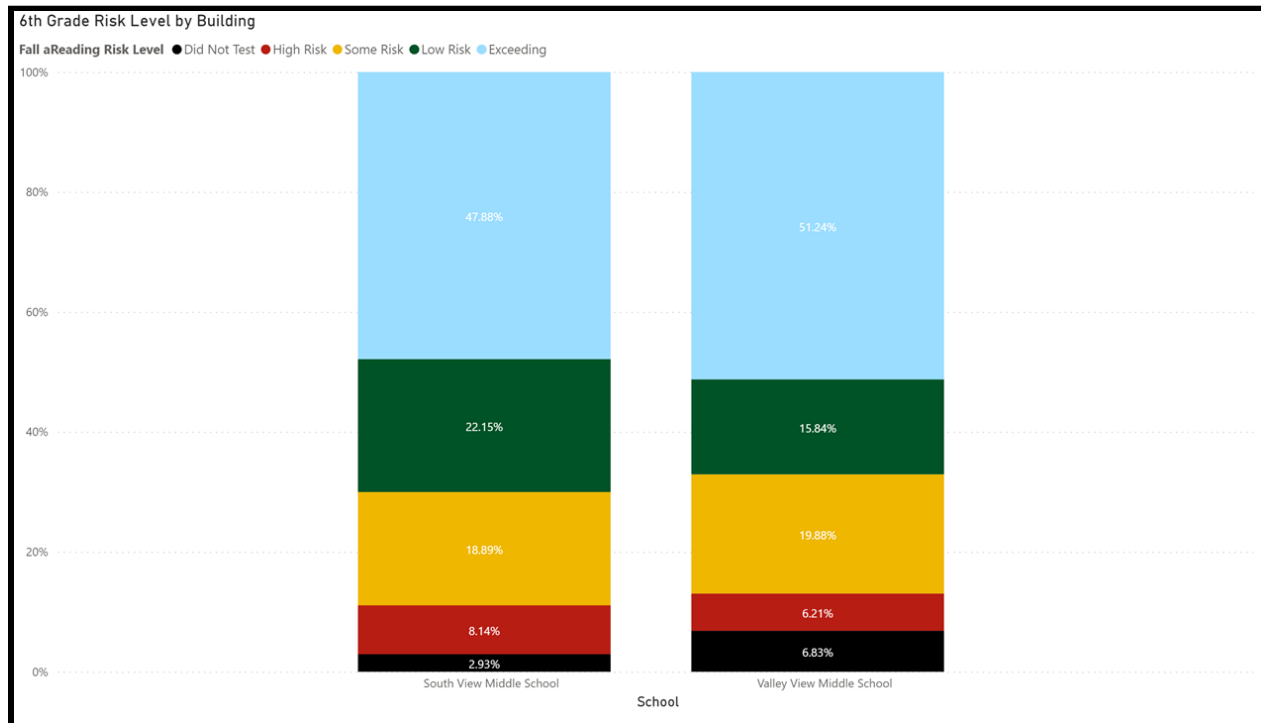
1. Overall across the system, more students are performing below grade level based on the FASTBridge assessment. Teachers have met in Professional Learning Communities to make instructional plans to accelerate learning in Tier 1. A committed focus to using Tier 1 instructional materials with fidelity will be expected and supported.
2. There are students that need targeted support. All 6th grade teachers, ADSIS teachers, coaches, and principals and Teaching and Learning teams have met to review the fall screening data in September. The following outcomes were met:
 - Teachers reviewed grade level and site level screening data.
 - Teachers learned about the Screening to Intervention report in FASTBRidge.
 - Teachers prepared plans for intervention (this included group sizes, instructional match and progress monitoring).
 - Teachers reviewed ways to set individual student goals and class-wide goals.

6th Grade Reading:

In 6th grade reading teachers assessed students using the FASTBridge FASTTrack assessment. FASTTrack Reading includes 2 assessments: AUTO Reading which assess foundational skills in reading and aReading which is an adaptive measure that assesses comprehension.

Results from these assessments can be seen below:

6th Grade Fall 2021-2022 FAST Assessment Results



What have we learned and how are we responding?

Just like in the elementary there are students that need targeted support. All 6th grade ELA teachers have met to review the fall screening data in September. The following outcomes were met:

- Teachers reviewed grade level and site level screening data.
- Teachers learned about the Screening to Intervention report in FASTBRidge.
- Teachers prepared plans for intervention (this included group sizes, instructional match and progress monitoring).
- Teachers reviewed ways to set individual student goals and class-wide goals.

Additional Middle School Student Learning Information:

What data has been gathered this fall?

As a part of their school and PLC/equity/SLG goals and action steps, teachers/teams are using formative baseline writing, routine pre-assessments, tests, and quizzes to look at academic skills and surveys to see trends in school engagement. Teachers use this data continuously and consistently to make adjustments of curriculum as needed.

What have we learned and how are we responding?

The majority of Middle School data has shown Edina students able to actively participate in Tier 1, Core learning. Science, Math and LA report students are not exhibiting academic content gaps unless that content was not covered the year prior due to transitions and challenges with vertical alignment.

Middle School staff are, however, finding that students are in general, developmentally behind in their social skills. All staff are giving special consideration to the transition that students are feeling and continue to provide flexibility while maintaining high expectations. Teachers are also providing more direct instruction and support on following directions and organization. Themes that we are emphasizing through Advisory's include but are not limited to the following: Empathy, Healthy Habit Development, Growth Mindset, Resilience, Emotional Intelligence, Mindfulness, Kindness, Respect and Acceptance. Intentional curriculum during advisory will help ensure that Middle School students acquire and apply the social emotional competencies of self-awareness, self-management, social awareness, relationship skills, and responsible decision-making to promote student wellness.

In order to respond to student needs, Middle School staff are providing additional academic and social/emotional support that is responsive to the needs of students during advisory and during flex learning times.

High School Student Learning Information:

What data has been gathered this fall?

As a part of their school and PLC goals and action steps, high school teacher teams are using formative baseline writing, tests, and quizzes to look at academic skills and surveys to see trends in school engagement.

The following is an example of an ELA team action plan:

1. Fall Identify targeted students
2. Administer baseline assessment to collect data on student writing
3. Use data to determine and identify practices that will elicit growth in student writing
4. Opportunities for rewriting and revising
5. Conferences for targeted students and their families
6. Ongoing Social/Emotional check-ins for students throughout week
7. Provide opportunities for 1-1 check-ins and conferencing with students
8. Provide opportunities for students to participate in writing conferences with teacher during the writing and revision processes
9. Students will participate in socio-centric learning opportunities that include peer review, peer collaboration
10. Incorporate core text and supplemental text from diverse backgrounds
11. Administer additional writing assessments in multiple formats
- 12. Use data to measure and determine student growth**
- 13. Students who are not demonstrating appropriate growth will receive more targeted intervention. Interventions may include conferencing during EVA block and more 1-1 contact with teacher**
14. Skill-centered lessons to help students with individualized parts of writing

15. Individualized conferences with students
16. Use models and exemplars

What have we learned and how are we responding?

We are finding that some of our students, mostly those new to the HS (9th grade) are feeling growing pains regarding academic and behavioral expectations and school skills.

Edina High School teachers recognize the transition that students are feeling and continue to provide flexibility as we ramp up expectations. The themes that are being emphasized across Edina High School community that emerged from the June EHS Summit include: Connections, Relationships, Fun, Diversity, Inclusion, Credibility, Humanity, Intentionality, Choice, Participation, Belonging, Flexibility, Heart, Progress, Access, Communication, Personalization, Teamwork, Awareness, Wellness, Opportunity, Feedback, Time, Voice, Leadership, Community

Another actionable response to the identified gap areas, is that EHS teachers are continuing to provide "week at a glance" through Schoology. This provides organization and online resources while students are still attending face to face learning.

What are our next assessment steps in our system?

In our buildings:

Edina students in 2nd - 8th grade are currently taking the NWEA MAP test in reading and math. The fall MAP testing window began on 9.27 and ends on 10.29. This data will provide additional information about district wide, building, grade level, classroom and individual student needs. In addition, teachers at all levels across the system will use both common formative and summative assessments to measure and respond to the learning that occurs on a daily basis as we work to ensure all students master MN State Standards in all subject areas.

In our Edina Early Learning Center, teachers are administering the Gold observational tool over the next couple of weeks. The entire Early Learning team will engage in reviewing the data and creating action steps for students.

Continued Assessment Plan Development:

The Edina Early Learning - 5 Comprehensive Literacy Plan has six priority actions. One of those priority actions is, "Purposeful Assessment and Data Systems." Work to implement this priority goal has begun. For example, all 6th grade students were administered the FASTTrack reading assessment this fall. This assessment is new to our Edina 6th graders. In addition, our Assistant Director of Teaching and Learning, led data conversations with all 6th grade teachers in order to ensure they are supported in understanding the data to create targeted action steps for direct impact on students. K-5 students were administered FASTBridge assessments and our Assistant Director of Teaching and Learning, has led data conversations with administration, ADSIS teachers, and classroom teachers in order to ensure the data is used to have the greatest impact on student learning. This collaboration on how to use the data is new to our Edina system. Work to further develop and implement the action step, "Purposeful Assessment

and Data Systems” is continuing. In January, an Assessment Design Team will begin engaging in research, collaborative conversations, and decision making on an Assessment System aligned with MTSS for the fall of 2022. Finally, a strategic plan priority is to create an assessment dashboard, as well as “create and systematize all the processes required to operate and use the dashboard.” Dashboard teams are well underway and all levels of administration are collaborating with our Edina Data Programmer and Analyst in order to understand district, building, grade level, classroom, and student data with more depth due to the greater access to data then they have had in the recent past.



Board Meeting Date: 10/11/2021

TITLE: COVID Quarantine Guideline Review

TYPE: Discussion

PRESENTERS: Jeff Jorgensen, Director of Student Support Services; and Mary Heiman, Health Services Supervisor

BACKGROUND: The school board requested reconsideration of the current quarantine protocols to include the option for a shortened 7 day quarantine period.

RECOMMENDATION: Review the inclusion of a shortened 7 day quarantine period within our district quarantine protocols.

PRIMARY ISSUE(S) TO CONSIDER: The option of including a shortened 7 day quarantine for students meeting criteria for early return

ATTACHMENTS:

1. COVID Quarantine Guideline Review (next page)



COVID Quarantine Guideline Review and Recommendation

Edina Public Schools endeavor to have our students in-person to the greatest extent possible and when disruptions to in-person learning occur, to return students to their classroom as soon as possible. The quarantine process currently adopted by the district requires students that meet the close contact criteria to quarantine for a minimum of 10 days after exposure. The School Board requested an examination of a shortened 7 day quarantine option to facilitate the return of students to their classrooms in a more timely manner.

District administration and the Health Service Supervisor have reviewed the existing quarantine process and the practice of keeping students quarantined for 10 full days after exposure to a positive COVID Case. The review included an examination of the criteria necessary for a shortened 7 day quarantine period. According to MDH a shortened quarantine period may be considered if all of the following criteria are met:

1. The student has NOT had symptoms of COVID-19 during the quarantine period; AND
2. The student does NOT live with someone who has COVID-19; AND
3. The student had a defined exposure, meaning a known exposure with a beginning and an end such as at school or a sporting activity; AND
4. A negative PCR test (not an antigen test or antibody/blood test) is completed no less than 5 days after the exposure.
5. Documentation of the negative test result must be submitted to the school.

The review resulted in discussion about the district's capacity to collect the negative PCR test results from families and a general discussion on how this process may be more accessible to some populations than others. The collection of the PCR test results will require additional follow-up and procedural development to efficiently collect test results from families but the district believes this will be a minor issue. The larger issue raised in the examination of the criteria was about the obstacles some families may face in getting their student tested on the 5th day after exposure. While the district believes that this will not be the case for the larger percentage of our families, it also believes in the need to have resources allocated to facilitate equitable access to this shortened quarantine period for all of our EPS families.

The district proposes offering free transportation for families in need, to access free testing facilities in their area. The transportation may be provided by the district directly, by facilitating transportation through a third party vendor or by reimbursing families for the out of pocket expenses they incur accessing transportation services through companies like Lyft or Uber. These services could be funded through the current Federal allocation related to COVID testing.

In summary, the district recognizes the impact a 10 day quarantine requirement has on student performance and upon their mental health. The shortened quarantine period does not risk student health and is in alignment with our goal of keeping students in the classroom to the greatest extent possible. The district proposes changing its existing practice of requiring a 10 day quarantine for students identified as close contacts to the shortened 7 day quarantine

protocol (please see School Return Protocol). It will make every effort to make this option available to all of our EPS families by offering additional support in the form of transportation assistance

School Return Protocol

Close Contacts that do meet the criteria for quarantine (i.e. exposed classroom)

PCR Testing at least 5 full days after the exposure

Tests negative

Tests positive

Contact tracing by health office staff

A shortened 7-day quarantine period may be considered if ALL of the following are true:

1. The person has NOT had symptoms of COVID-19 during the quarantine period; AND
2. The person does NOT live with someone who has COVID-19; AND
3. The person had a defined exposure, meaning a known exposure with a beginning and an end such as at school or a sporting activity.

Please Note:

- Documentation of the negative PCR test (not an antigen test or antibody/blood test) result must be submitted to the school.
- A seven-day quarantine means the person can resume activities on day eight.

Regardless of vaccination status

Return to school on day 11 if:

1. Symptoms improve
2. Fever-free without fever-reducing medicine for 24 hours

Please Note: The 10-day period starts with onset of symptoms or after positive PCR or antigen test if individual is asymptomatic. Return to school should be based on time and symptoms resolution. It is not recommended that individuals take another COVID test prior to return.

Household members (siblings)

Vaccinated

Unvaccinated

Notify close contacts that do not need to quarantine

Identify and notify close contacts that need to quarantine

No quarantine, monitor symptoms, test in recommended testing window

Quarantine for 14 days after last exposure to positive person. Return on day 15.

Close Contact: An individual who is exposed to a COVID+ who was within 6 ft for 15 minutes or more within a 24 hour period. No requirement to quarantine due to masking per MDH guidance.



Board Meeting Date: 10/11/2021

TITLE: Schoolwide Surveillance Testing for COVID-19 Executive Summary

TYPE: Discussion

PRESENTERS: Jeff Jorgensen, Director of Student Support Services; and Mary Heiman, Health Services Supervisor

BACKGROUND:

The school board requested the development of a plan for district-wide surveillance testing of COVID-19 with a breakdown of necessary resources.

RECOMMENDATION: This plan is for discussion purposes with recommendation for necessary supports should the plan prove viable.

PRIMARY ISSUE(S) TO CONSIDER: Viability and timeline for implementation of a comprehensive surveillance testing program for non-vaccinated students within our district.

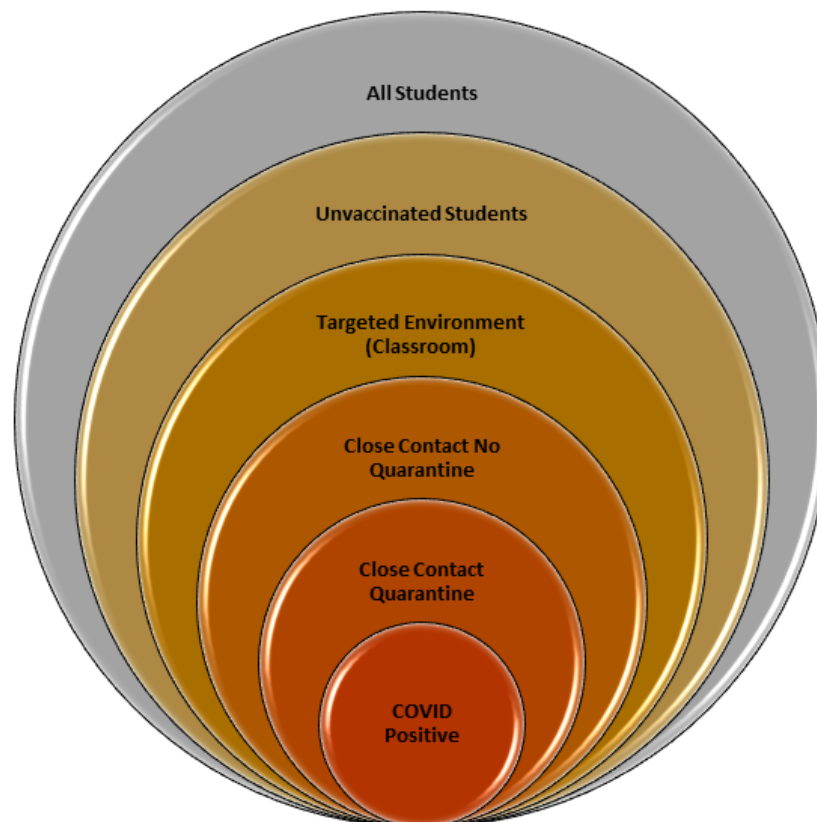
ATTACHMENTS:

1. Executive Summary (next page)

Schoolwide Surveillance Testing for COVID-19, Executive Summary

Regular testing is a safe, effective way to help prevent the spread of COVID-19 and helps keep our schools open for in-person learning. Many people with COVID-19, especially children and teens, don't have symptoms but can still spread the virus, so regular testing helps find infections before they can spread to others. This is especially important for children under 12 years old who are not yet able to get vaccinated against COVID-19, families and staff with younger children at home, and others who are not vaccinated or are otherwise at risk for getting seriously sick from COVID-19. Regular testing will help us ensure students learn in person - with the least disruptions, and allow students to take part in the other activities they enjoy.

This summary outlines a more comprehensive surveillance testing process than the previously proposed Asymptomatic Testing model, which focused on targeting a very small group of impacted students. The graphic below identifies various populations that can be targeted for surveillance testing. The original proposal targets students in the third ring, "Close Contact No Quarantine", to be screened utilizing the Cue Test on-site by the District's Health Services staff. The current summary will focus on providing weekly surveillance testing opportunities to the outer two rings, "Unvaccinated Students" and "All Students".



The transition to testing a larger group of students including those that are not vaccinated or an even broader school population will require a significant investment of time and resources. Several variables must be considered and will be addressed in this summary including:

- Availability of testing materials
- Registering EPS as a lab facility with ELR
- Parent/Guardian permission to assess
- Size of the population to be tested
- Infrastructure development
- Necessary staffing and support
- Acquisition and cost of required resources
- Community partnerships
- Contracted service agreements
- Allocation and management of space
- Sustainable testing schedules

Availability of Testing Materials

There are continuing concerns about the current and future availability of testing materials nationwide as schools, businesses, and government agencies attempt to implement the surveillance testing guidelines suggested by the CDC. The small supply that the district has received to date can marginally support the testing efforts of the most recently proposed asymptomatic testing protocol but can not support expanded surveillance testing efforts. The district is proceeding with plans to order 9,000 of the Cue Tests for our planning efforts. The ability of the manufacturer to deliver such an order will be a limiting variable both in the district's ability to pursue broader surveillance testing efforts and our ability to sustain such efforts. The district will also pursue ordering a similar quantity of the BinaxNow Professional test to improve the odds that we will receive an adequate number of test kits between the two manufacturers to realize our surveillance testing desires. Currently both tests are offered free of any cost to the school district, but we are uncertain as to how long this will be the case.

Registering EPS As a Lab Facility with ELR

Prior to the testing of any of our students, EPS must be registered as a lab facility and be prepared to report data to the MDH through the Minnesota Electronic Lab Reporting (ELR) system. All entities wanting to submit electronic data to the Minnesota Department of Health will go through the series of steps below:

- **Step 1:** register intent to submit data
- **Step 2:** create and evaluate test messages
- **Step 3:** onboarding process, may include being placed in a queue
- **Step 4:** monitoring of ongoing data submission and quality assurance activities

The current Minnesota Electronic Laboratory Reporting HL7 2.5.1 Implementation Guide, updated on 07/01/2019 indicates that the entire onboarding process takes more than 6 months, but usually varies between 9 and 18 months. We are currently in the process of investigating if these steps will be shortened to accommodate the immediate health crisis.

Parent/Guardian Permission to Assess

Parental or guardian permission will need to be obtained for every student that will be participating in the surveillance testing program. Working in conjunction with the

Communications Department, a letter will go out to all families asking for their participation in the district surveillance testing process. Parents will be invited to register their student(s) for the surveillance testing program and provide the necessary permissions for the regular testing of their student(s) within the school environment.

Size of Population to Be Tested

The number of parent or guardian permissions received will assist the district in defining the overall scope of testing that can be accomplished and will allow for a more accurate accounting of the projected costs of a surveillance testing program. The CDC recommends a random sampling of 5 to 10% of the student population on a weekly basis to assist with the monitoring of the school environment. Provided that 10% or more of our student population is registered to participate in the surveillance testing program and the district focuses its efforts on student populations that are not eligible for vaccination, between 206 and 408 surveillance tests would take place weekly. Expanding these efforts to the middle school and high school for all students would result in the weekly testing of 450 to 890 students.

Infrastructure Development

The development of systems and support necessary to manage the tracking, monitoring and necessary communications for each student participating in the surveillance testing program will need to be a high priority. While a large portion of the data management requirements will be addressed through the district's registration process with the ELR system, the district will need to develop additional procedures and communication protocols to manage data and communication internally. Random sampling of registered students will require the development of algorithms to assure the students selected are truly a random sample. The results of the algorithm will need to automatically generate notifications to parents of the students to be tested each week. The communication of negative test results may also be communicated through an automated email or other notification system to reduce the need for additional clerical support.

Necessary Staffing and Support

The human resources necessary for the expanded surveillance testing process would require a significant increase in available clerical supports, trained assessors, staff capable of conducting contact tracing and custodial services. Clerical support would be necessary during the surveillance testing process to ensure that student data is entered into the data tracking system, that their results are correctly identified and match to their student ID and that all information and all results are precisely formatted for upload to the ELR system within 24 hours of the test. Additional clerical time will be necessary to facilitate student pick-up in the case of positive test results and to answer frequently asked questions by parents about the testing process, quarantine protocol and where parents may get additional information. Recommendation: 4 hours of additional clerical support at each site on testing days at a rate of \$25/hour. Total cost \$700 to \$1,000 per week depending on the number of sites participating.

Supplemental support from a trained body of assessors would also be necessary to complete testing safely, effectively and efficiently. Administration of the Cue Test or the BinaxNow Professional can be completed by trained individuals that are supervised by licensed Health Services staff. Current staffing would be stretched to meet the identified testing targets. Considering that a single test requires approximately 20 minutes from the time the sample is collected to the time results are obtained and that only one test sample can be inserted into the test analyzer at one time. Depending on the number of analyzers available testing 30 to 60 students at each site could take upwards of 2 to 4 hours. Example: 5 analyzers available at a

site would allow for 5 students to be tested every 20 minutes. A population of 30 students would take a minimum of two hours to complete and a group of 30 would require a minimum of 4 hours. Additional analyzers would reduce this time but would still draw Health Services staff away from their regularly assigned duties. Trained staff available to each site would greatly improve the efficiency while maintaining our high quality health services programming for non-COVID related operations. Recommendation: 1 trained assessor at each site on testing days for a minimum of 6 hours at a rate of \$25/hour. Total cost \$1,050 to \$1,500 per week depending on the number of sites participating.

Contact tracing continues to be an area where additional support is needed. The implementation of a comprehensive surveillance testing program may lead to the identification of more positive students that will require additional contact tracing. Currently this process is being managed by our Health Services staff but additional demands on the system will require additional support in this area. Recommendation: Contact tracer as needed identified at each site at a rate of \$25/hour.

Custodial support will be necessary for the set-up and tear down of testing locations and each site. Cleaning and assistance with hazardous waste disposal will also be necessary. Recommendation: 2 additional hours of custodial time at each site on testing days at a rate of \$45/hour. Total cost \$630 to \$900 per week depending on the number of sites participating.

Acquisition and Cost of Required Resources

The materials cost for the development of a schoolwide surveillance testing program must be considered as a factor in establishing and maintaining consistent programming. While the test kits are currently available to the district at no cost, this will likely change in the future as Federal funds supporting this benefit will be exhausted. As stated earlier the district is moving forward with ordering 9,000 Cue Test and 9,000 BinaxNow Professional tests in preparation for testing. If the district chooses to assess 10% of the total student population weekly, this would allow testing over 20 consecutive weeks. Calculating the cost for additional tests can be estimated for the BinaxNow now product as it currently retails at just under \$24 per kit and contains two tests in each kit. To purchase additional testing materials the district would need to expend approximately \$10,440 weekly if prices remain stable.

Other materials that will need to be purchased for the operation of the surveillance program will include additional PPE and technology to support testing administration. All staff administering the test will need to be professionally fitted for an N95 respirator at a cost of \$150 per person per OSHA's Emergency Temporary Standard. The PPE, while not a large expenditure, would include the purchase of gowns, gloves, face shields and N95 masks at an estimated cost of \$250 per week. Finally, the technology to support test administration, data collection and reporting requirements would need to be secure. The Cue Test operates in conjunction with Apple technology the district estimates a need for a minimum of one iPad per site at a total cost of \$4,500.

Community Partnerships

Community partnerships are a valuable source of service and support in everything we do at EPS. Partnerships assisted us with the "Test the Nest" program last year, but these same partners are not available to assist us at the level we will require for this expanding surveillance testing process. The district will continue its efforts to recruit volunteers to assist with the organization and internal operations on testing days at each site.

Contracted Services Acquisition and Cost of Required Resources

The district has investigated the option of contracting with an outside provider for the surveillance testing. Working with IEA the district could secure regular surveillance testing at a cost of approximately \$400 per day, per site. These costs are based on a four hour schedule that would include one hour of preparation, two hours of test administration and one hour to finalize documentation and upload results to MDH. Covering the administration and documentation costs, the weekly investment from the district would range from \$2,800 to \$4,000 weekly.

Allocation and Management of Space

Testing on-site will require the regular allocation of space to provide for a clean, safe and controlled environment for staff and students. The surveillance testing will need to include a space for the physical management of several students at time and allow for the immediate isolation of students that test positive until arrangements can be made for the student to go home.

Sustainable Testing Schedules

Effective surveillance testing, according to the CDC should take place weekly for unvaccinated populations. The ideal schedule for testing would be district-wide on the same day but realistically, the schedule will depend on available resources in the form of test administrators and support staffing. The following is a sample schedule of events each week during surveillance testing:

Monday - Random sample of students chosen through the use of a non-bias algorithm from a pool of students with completed permissions / consent.

- Human resources identified for each site for next day testing.
 - Health Services Staff
 - Community Partners
 - Volunteers
- Adequate supplies and resources distributed according to need to each school site.
 - Parents notified that their student will be screened on Tuesday.

Tuesday - Testing conducted immediately in the morning by trained Health Services staff, contracted employees, members and or community support staff. 7:30 to 10:30 testing window.

- Students called out of class to screening room/space in small groups at intervals of 15 minutes until all identified students have been assessed.
- Results are collected and reported.
 - Parents are informed of results - by email if negative, by phone if positive.
 - Results are uploaded and reported following the MDH Electronic Laboratory Reporting (ELR)
 - Results reported to the Administration and the School Board.
 - Results will be reported the EPS community weekly utilizing the COVID Dashboard
- Positive results would require immediate contact tracing and the potential quarantine of close contacts meeting the threshold for quarantine.
- Positive test results would also enact secondary testing protocols of students considered close contacts that do not meet the threshold for quarantine as outlined in the district asymptomatic testing protocol.

- Positive test results of multiple students at one site may require additional quarantines of classroom, grade level or school in unvaccinated population as determined necessary in coordination with the MDH.
- Dispose of hazardous waste, PPE and disinfect the testing area.

Summary

The development of a surveillance testing program within EPS is a viable option given all the conditions outlined in the summary above are met. The timeline for the implementation of the program would largely hinge on three main factors: defining the number of EPS families willing to participate in the surveillance program, the availability of testing materials and EPS's approval as a lab site with ELR. The remaining variables addressed in this summary are essential elements for the success of the program but can be addressed through the allocation of sufficient fiscal and departmental resources and through the recruiting of personnel from our community to assist us in the process of delivery. Total cost for the delivery of a 20 week surveillance testing program is outlined below differences in cost is related to the scope of testing from ELC and Elementary schools to a schoolwide surveillance option:

Staffing

Assessors	\$20,500	to	\$30,000
Clerical Support	\$14,000	to	\$20,000
Custodial Support	\$12,600	to	\$18,000

Materials

Test Kits (2 month supply)	\$58,500	to	\$83,500
PPE	\$5,000	to	\$7,000
iPads	\$4,500	to	\$4,500
Totals	\$115,100	to	\$163,000



Board Meeting Date: 10/11/2021

TITLE: FY20-21 End of Year Fund Transfers

TYPE: Action

PRESENTER(S): John Toop, Director of Business Services

BACKGROUND: This report recommends fund transfers for FY20-21 end of year. These transfers require School Board approval before being sent to the MDE Commissioner for approval. Minnesota Laws 2020, Chapter 116/House File 4415, Article 3 Section 8 allows these transfers. The transfers must adhere to the following guidelines:

- Doesn't increase state aid obligations or property tax authority
- Limited to the operating funds of a school district
- School Board must approve before reporting deadline
- District must maintain accounting records to document transfer and use of funds
- Must not interfere with or jeopardize Federal funding
- Transfers must not interfere with equitable delivery of distance learning or social distancing models

RECOMMENDATION: It is recommended that the School Board transfer \$231,807.83 of Staff Development to Unassigned fund balance and an Operating Capital transfer of \$762,805. These fund transfers will not interfere with the equitable delivery of distance learning or social distancing models. After these transfers, Restricted for Staff Development will have an ending fund balance of \$200,000 to carry into the FY21-22 fiscal year, and Restricted for Operating Capital will have an ending fund balance of \$1,107,204 to carry into the FY21-22 fiscal year.

PRIMARY ISSUE(S) TO CONSIDER: FY20-21 End of Year Transfers

ATTACHMENTS:

1. Staff Development Fund Transfer Request Form
2. Operating Capital Fund Transfer Request Form
3. Commissioner Guidance for the Transfer of Funds for Emergency

Transfer of Funds Request under Minnesota Laws 2020, Chapter 116/House File 4415, Article 3 Section 8

Please submit this form with attachments via email to MDE.UFARS-Accounting@state.mn.us.

District Information**District Name:**Edina Public Schools**District Number:**273**District Type:**01**Superintendent's Name:**Dr. Stacie Stanley**Fiscal Year:**20-21**Requested Amount of Transfer: \$** 231,808

	Fund	Program Code	Finance Code	Balance Sheet Reserve Account Number	Balance Sheet Reserve Name	Funding Statute
To:	01	203	000	422	Unassigned Fund Balance	
From:	01	640	316	403	Restricted for Staff Development	122A.61

Summarize the intended purpose and uses of the transferred funds (Please be specific):

The uses of these funds will be to hire additional para educators to allow for one para educator in each kindergarten classroom and one additional para educator for each grade level.

The following must be attached:



Copy of the board resolution stating the fund transfer must not interfere with the equitable delivery of distance learning or social distancing models.



Copy of the board minutes documenting adoption of the board resolution (above) and board approval for the transfer of funds in the amount of this application.

Verification of Information

I hereby verify that the information provided on this form is true and accurate to the best of my knowledge.

Superintendent – Signature

Date

Board Chair or Board Designee – Signature

Date

Transfer of Funds Request under Minnesota Laws 2020, Chapter 116/House File 4415, Article 3 Section 8

Please submit this form with attachments via email to MDE.UFARS-Accounting@state.mn.us.

District Information**District Name:**Edina Public Schools**District Number:**273**District Type:**01**Superintendent's Name:**Dr. Stacie Stanley**Fiscal Year:**20-21**Requested Amount of Transfer:** \$ 762,805

	Fund	Program Code	Finance Code	Balance Sheet Reserve Account Number	Balance Sheet Reserve Name	Funding Statute
To:	01	203/211	000	422	Unassigned Fund Balance	
From:	01	850	302	424	Restricted for Operating Capital	126C.10, subd. 14

Summarize the intended purpose and uses of the transferred funds (Please be specific):

The uses of these funds will be to hire additional para educators to allow for one para educator in each kindergarten classroom and one additional para educator for each grade level. In addition, additional para educators will be hired for both middle schools and Edina High School. Further, five additional teachers will be hired for Edina Virtual Academy.

The following must be attached:



Copy of the board resolution stating the fund transfer must not interfere with the equitable delivery of distance learning or social distancing models.



Copy of the board minutes documenting adoption of the board resolution (above) and board approval for the transfer of funds in the amount of this application.

Verification of Information

I hereby verify that the information provided on this form is true and accurate to the best of my knowledge.

Superintendent – Signature

Date

Board Chair or Board Designee – Signature

Date



Commissioner Guidance for the Transfer of Funds for Emergency

Minnesota Laws 2020, Chapter 116/House File 4415, Article 3 Section 8

...“Sec. 8. FUND TRANSFERS; FISCAL YEARS 2020 AND 2021 ONLY. Subdivision 1.

Fund and account transfers allowed. Notwithstanding Minnesota Statutes, section 123B.80, subdivision 3, for fiscal years 2020 and 2021 only, a school district, charter school, or cooperative unit may transfer any funds not already assigned to or encumbered by staff salary and benefits, or otherwise encumbered by federal law, from any accounts or operating fund to the undesignated balance in any other operating fund....”

For fiscal years 2020 and 2021 only, a school district, charter school, or cooperative unit may transfer any funds not already assigned or encumbered by staff salary and benefits, or otherwise encumbered by federal law, from any accounts or operating fund to the undesignated balance in any other operating fund. A fund transfer is allowed if the transfer meets the following criteria from Minnesota Laws 2020, Chapter 116/House File 4415 Article 3 Section 8:

1. The transfer does not increase state aid obligations to the district or school or result in additional property tax authority for the district.
2. A transfer is limited to the operating funds of a school district, charter school or cooperative unit.
3. A school board must approve any fund or account transfer before the reporting deadline for the respective fiscal year.
4. A school district, charter school, or cooperative unit must maintain accounting records for the purposes of this section that are sufficient to document both the specific funds transferred and use of those funds. The accounting records are subject to auditor review.
5. Any execution of this flexibility must not interfere with or jeopardize funding per federal requirements.
6. Any transfer must not interfere with the equitable delivery of distance learning or social distancing models.

Request for Fund Transfer

A request may be made by submitting a required *Request for Fund Transfer* form with a copy of the documentation noted below:

- a. Documenting adoption of a board resolution stating that the fund transfer requested meets Minnesota Laws 2020, Chapter 116/House File 4415 Article 3 Section 8
- b. Official school board minutes documenting board approval of the funds transfer and stating the fund transfer must not interfere with the equitable delivery of distance learning or social distancing models.

Fund 01 – General Education

The table below summarizes transfer authority as permitted under Minnesota Laws 2020, Chapter 116/House File 4415 Article 3 Section 8 as approved by the commissioner for-restricted/reserved accounts in Fund 01 – General Fund.

Finance Code	Finance Code Description	Fund	Restricted/ Reserved Account #	Reserve Name	Funding Statute (Minnesota Statutes, section: Minn. Stat. §)	Transfer Allowed Fiscal years 2020 and 2021
301	Extracurricular Activities	1	401	Extracurricular Activities	Minn. Stat. § 123B.49	No
340	Scholarships	1	402	Scholarships	Minn. Stat. § 123B.02, subd. 6	No
316	General Education Revenue for Staff Development	1	403	Staff Development	Minn. Stat. § 122A.61	Yes ¹
795	Capital Projects Levy	1	407	Capital Projects	Minn. Stat. § 123B.63, subd. 4	No
310	Interdistrict Cooperative Activities	1	408	Cooperative	Minn. Stat. § 123A.27	Yes
791	Projects Funded by Certificates of Participation	1	413	Building Projects with Lease Levy	Minn. Stat. § 126C.40	No
		1	414	Operating Debt	Need specific legislative authority	No
		1	416	Levy Reduction	Minn. Stat. § 475.61, subd. 4	No
390	Taconite Revenue for Building Maintenance and Repair	1	417	Taconite Building Maintenance	Minn. Stat. § 298.28, subd. 4 (b)(ii)	Yes
302	Operating Capital	1	424	Operating Capital	Minn. Stat. § 126C.10, subd. 14	Yes
371	Taconite \$25 Reserve	1	426	\$25 Taconite	Minn. Stat. § 298.28, subd. 4 (d)	Yes
794	Disabled Accessibility	1	427	Disabled Access	Minn. Stat. § 123B.58	No
330	Learning and Development	1	428	Learning and Development	Minn. Stat. § 126C.12, subd. 4-5	Yes
333	Maximum Effort Loan Aid	1	433	Maximum Effort Loan Aid	Minn. Stat., § 477A.09	No
303	Area Learning Center	1	434	Area Learning Center (ALC)	Minn. Stat. § 123A.05, subd. 2	Yes
304	Contracted Alternative Programs	1	435	Contracted Alternative Programs	Minn. Stat. § 124D.69, subd. 2	Yes
305	State-Approved Public Alternative Programs	1	436	State Approved Alternative Programs	Minn. Stat. § 126C.05, subd. 15	Yes
388	Gifted and Talented	1	438	Gifted and Talented	Minn. Stat. § 126C.10, subd. 2b	Yes
319	Teacher Development and Evaluation	1	440	Teacher Development and Evaluation	Minn. Stat. §§ 122A.414-415	Yes ¹
317	Basic Skills	1	441	Basic Skills	Minn. Stat. § 126C.15	Yes

Finance Code	Finance Code Description	Fund	Restricted/ Reserved Account #	Reserve Name	Funding Statute (Minnesota Statutes, section: Minn. Stat. §)	Transfer Allowed Fiscal years 2020 and 2021
830	Collaboration-Expansion of Early Intervention and Prevention Services	1	445	Career Tech	Minn. Stat. § 124D.4531	No
313	Achievement and Integration Aid and Levy	1	448	Achievement and Integration	Minn. Stat., § 124D.862	No
318	Incentive Revenue	1	448	Achievement and Integration	Minn. Stat., § 124D.862, subd. 2	No
342	Safe Schools – Levy	1	449	Safe Schools Levy	Minn. Stat. § 126C.44	Yes
		1	451	Qualified Zone Academy Bond (QZAB) or Qualified School Construction Bonds (QSCB) Future Payback	Restricted by debt covenants	No
793	Funded Other Post-Employment Benefits (OPEB) Liabilities Not Held in a Trust	1	452	OPEB Liabilities not held in a trust	Minn. Stat. § 475.52, subd. 6	No
309	Basic Skills for Extended Time	1	459	Basic Skills for Extended Time	Minn. Stat. § 126C.15	Yes
Various	Long-Term Facilities	1	467	Long-Term Facilities Maintenance	Minn. Stat. § 123B.595, subd. 12	Yes ²
372	Medical Assistance/Third Party Revenue	1	472	Medical Assistance	Minn. Stat., § 125A.21, subd. 3	No
792	Unfunded Severance and Retirement Levy	1	422 or 453	Unfunded Severance and Retirement Levy	Minn. Stat. § 126C.41, subd. 6	No

Notes:

1: Yes, unless funding was already planned for salaries and benefits.

2: Yes, for districts funded under the new law Long-Term Facilities Maintenance (LTFM) per pupil funding formula. For districts funded under the alternative facilities hold harmless, fund balance transfer authorization allowed only to the extent that it doesn't increase state aids or levy authority. Separate guidance will be forthcoming.

Revenue Allocation for Fund 01 Unrestricted 422 Fund Balances

The revenues and expenditures are recorded as per usual accounting procedures. See accounting example below.

Finance Code	Finance Code Description	Fund	Restricted/ Reserved Account #	Reserve Name	Funding Statute	Transfer Allowed Fiscal years 2020 and 2021
311	Telecommunications Access Costs	1	422	Unassigned Fund Balance	Minn. Stat. § 122A.414-415	No
320	American Indian Education	1	422	Unassigned Fund Balance	Minn. Stat. §§ 124D.81 and 124D.74	No
332	After School Enrichment Program	1,4	422, 431	Unassigned Fund Balance	Minn. Stat. § 124D.19	Yes
335	Q Comp	1	422	Unassigned Fund Balance	Minn. Stat. § 122A.414-415	No
336	Raised Academic Achievement-Advanced Placement	1	422	Unassigned Fund Balance	Minn. Stat. § 120B.132	No
343	Systemic Science, Technology, Engineering and Mathematics (STEM)	1	422	Unassigned Fund Balance	National Governors Association Grant	No
796	Health Benefits	1	422	Unassigned Fund Balance	Minn. Stat. § 126C.41	No
797	OPEB Pay-As-You-Go	1	422	Unassigned Fund Balance	Minn. Stat. § 126C.41	No
799	Collaboration	1, 4	422, 464	Unassigned Fund Balance	Federal dollars	No

Fund 02 – Food Service

The table below summarizes transfer authority as permitted under Minnesota Laws 2020, Chapter 116/House File 4415 Article 3 Section 8 for reserved/restricted accounts in Fund 02 – Food Service. Food service is an operating fund; however, the funding has specific requirements that prohibits fund transfers.

Finance Code	Finance Code Description	Fund	Restricted/Reserved Account #	Reserve Name	Funding Statute	Transfer Allowed Fiscal years 2020 and 2021
701	National School Lunch Program – NSLP	2	464	Restricted Fund Balance	Public Law (P.L.) 105-336, Catalog of Federal Domestic Assistance Number (CFDA No.) 10.555	No
702	After-School Snack Program	2	464	Restricted Fund Balance	P.L. 105-336, CFDA No. 10.555	No
703	Special Milk Program or Minnesota Kindergarten Milk Program	2	464	Restricted Fund Balance	P.L. 105-336, CFDA No. 10.556 and Minnesota Laws of 1988, chapter 688, article 16, section 1	No
705	School breakfast Program	2	464	Restricted Fund Balance	P.L. 105-336, CFDA No. 10.553	No
706	Fresh fruit and Vegetable Grant Program	2	464	Restricted Fund Balance	CFDA No. 10.582	No
707	A La Carte and Other Nonprogram Revenue and Expenditure	2	464	Restricted Fund Balance		No
709	Summer Food Service Program for Children	2	464	Restricted Fund Balance	P.L. 105-336, CFDA No. 10.559	No

Fund 04 – Community Service

The table below summarizes transfer authority as permitted under Minnesota Laws 2020, Chapter 116/House File 4415 Article 3 Section as approved by the commissioner for reserved/restricted accounts in Fund 04 – Community Service:

Finance Code	Finance Code Description	Fund	Restricted/ Reserved Account #	Reserve Name	Funding Statute	Transfer Allowed Fiscal years 2020 and 2021
371	Taconite \$25 Reserve	4	426	\$25 Taconite	Minn. Stat. § 298.28	Yes
321	Community Education	4	431	Community Education	Minn. Stat. § 124D.20	Yes
326	Adults with Disabilities	4	431	Community Education	Minn. Stat. § 124D.56	No
362	Youth Development Service	4	431	Community Education	Minn. Stat. § 124D.20, subd. 4	Yes
798	Children with Disabilities in School Age Care	4	431	Community Education	Minn. Stat. § 124D.22	No
325	Early Childhood and Family Education	4	432	Early Childhood and Family Education	Minn. Stat. § 124D.135	Yes
328	Home Visiting	4	432	Home Visiting	Minn. Stat. § 124D.135	Yes
337	Early Learning Scholarships Program – Pathway II	4	444	School Readiness	Minn. Stat. § 124D.165	No
338	Early Learning Scholarships Program – Pathway I	4	444	School Readiness	Minn. Stat. § 124D.165	No
344	School (Learning) Readiness	4	444	School Readiness	Minn. Stat. § 124D.16	Yes
322	State Adult Basic Education (ABE)	4	447	Adult Basic Education	Minn. Stat. § 124D.531	No
324	General Educational Development (GED) Testing and Adult Basic Education Supplemental Services	4	447	Adult Basic Education	Minn. Stat. § 124D.522	No
793	Funded OPEB Liabilities Not Held in a Trust	4	452	Funded OPEB Liabilities not Held in Trust	Minn. Stat. § 475.52	No
350	Aid to Nonpublic Pupils – Health Services	4	464	Community Services	Minn. Stat. §§ 123B.40 to 123B.42	No
351	Aid to Nonpublic Pupils – Textbooks and Tests	4	464	Community Services	Minn. Stat. §§ 123B.40 to 123B.42	No
353	Aid to Nonpublic Pupils – Guidance and Counseling	4	464	Community Services	Minn. Stat. §§ 123B.40 to 123B.445	No
354	Early Childhood Screening Program	4	464	Community Services	Minn. Stat. §§ 121A.16 to 121A.19	No
792	Unfunded Severance and Retirement Levy	4	464	Unfunded Severance and Retirement Levy	Minn. Stat. § 126C.41, subd. 6	No

Proposed Entries in Fund 01 (General Fund) – Transaction Example

Transfers must use designated object/source codes along with the related program and finance code.

Object Code 911 - COVID-19 Transfers – Out

Source Code 650 COVID-19 Transfers – In

Transfer must use designated object / source along with the related program and finance codes:			
	Object Code		911 - COVID-19 Transfers - Out
	Source Code		650 - COVID-19 Transfers - In
Transaction example:			
Example entry within Fund 01		DR	CR
	FD - ORG - PRO - FIN - OBJ		
	01 - 005 – 2xx - 317 - 911	XXX	
	n/a		
Example entry within Fund 04			
	FD - ORG - PRO - FIN - OBJ		
	04 - 005 – 790 – 000 - 650 651		XXX
	n/a		
	FD: Fund; ORG: Organization; PRO: Program; FIN: Finance; OBJ: Object		

Note: Transfers using these codes may only occur between funds and reserve accounts as indicated in the tables above.

FD	ORG	PRG	FIN	OBJ/SRC	CRS	Debit	Credit
01	005	2xx	317	911	XXX	XXX.XX	
04	005	790	000	650	XXX		XXX.XX

Please submit via email the “Request for Fund Transfer” form, the board resolution stating that the fund transfer requested meets Minnesota Laws 2020, Chapter 116/House File 4415 Article 3 Section 8 and official school board minutes.

For questions about this *Guidance for Transfer of Funds*, contact the [UFARS Accounting Helpdesk](mailto:UFARS.Accounting@state.mn.us) (MDE.UFARS-Accounting@state.mn.us).



Board Meeting Date: Oct. 11, 2021

TITLE: EPS Calendar for 22-23 and 23-24 School Years

TYPE: Action

PRESENTER(S): Dr. Randy Smasal, Kate Strand, Jenn Carter, Harper Yang

BACKGROUND: The Calendar Committee has proposed two calendar options for the school board to consider for the 2022-23 and 2023-24 school years. In option B, Early Release days are phased out and the time is collapsed into one additional professional development day. The committee is also recommending that the first two days of school K-5 are established as Connect and Assess Days. All other calendar attributes are similar to past calendars. The board parameters articulated in the Guiding Change document served to focus the committee efforts on key discussion topics.

RECOMMENDATION: Administration recommends approval of Option B for 2022-23 and 2023-24 School Year calendars.

PRIMARY ISSUE(S) TO CONSIDER: Consider the degree to which the calendar attributes presented address the board parameters set forth in the Guiding Change document.

ATTACHMENTS:

1. PPT Slide Presentation
2. PDF of 22-23 and 23-24 calendar drafts.

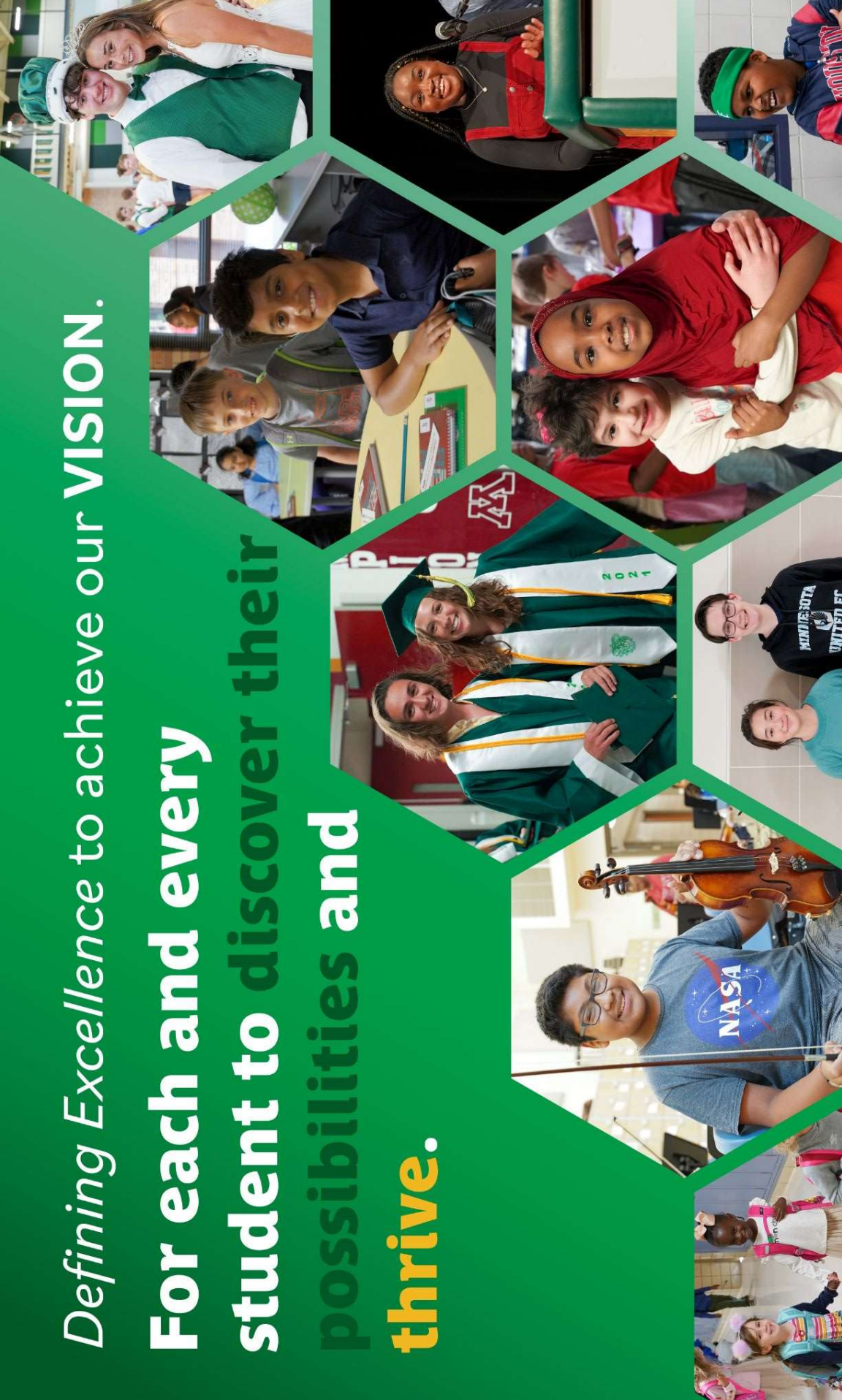


DEFINING EXCELLENCE

Calendar Proposals Presentation School Board Meeting Monday, Sept. 13, 2021

*Defining Excellence to achieve our **VISION.***

**For each and every
student to discover their
possibilities and
thrive.**



22-23 and 23-24 Calendar Proposals

The Charge:

Propose a new calendar for the 2022-23 and 2023-24 school years to the School Board in September 2021



22-23 and 23-24 Calendar Proposals

Calendar Committee Membership:

- Randy Smasal, Mary Woitte, Tony Wolfbauer, Jamie Young, Kate Strand, Angela Hruby, Melissa Craig, Kari Dahlquist, Nikie Tuescher, Jodie Mettee, Jenn Carter, Sayali Amarapurkar, Patty Frier, Jill Deitering, Rachel Hicks, Harper Yang



22-23 and 23-24 Calendar Proposals

Considerations/Discussions:

- Board Parameters: [Guiding Change](#)
- Statute: 120A.41
- Past Calendar Practices in EPS
- Previous Data Sets from Stakeholders (2019)
- Early Release survey with staff focus group (Aug. 2021)
- Other district's practices
- Cultural holidays, traditions and celebrations
- Professional development needs of staff
- The Student and Family Experience
- Childcare considerations
- Breaks: MEA, Thanksgiving, Winter, Spring



22-23 and 23-24 Calendar Proposals

Considerations/Discussions:

- Relationship building with students
- Assessments and collection of learning data
- Meeting time for collaborative teams of teachers
- Early Release days
- Impacts of elections/polling sites
- Teacher conferences
- Student activities
- Construction timelines
- Parent-Student-Teacher Conferences
- 2019 School Board Calendar Presentation



22-23 and 23-24 Calendar Proposals

Two Proposals

Key Difference:

- Option A: 4 Early Releases
 - 22-23
 - 23-24
- Option B: Early Releases converted to one professional learning day, (In this calendar option Early Releases are phased out.)



22-23 and 23-24 Calendar Proposals

The district should convert Early Release days into a full day to be used in some combination of professional learning, interventions, and collaborative team time.

68 responses



In open ended responses, staff spoke to the impact of collaboration time on their practice. They also spoke to challenges with the current Early Release structure.



22-23 and 23-24 Calendar Proposals

Calendar Attributes:

- Pre-labor day start
- 171 student days ending June 1, 2023 and May 31st 2024
- Two Connect and Assess days for K-5 at the start of the school year
- 5 Professional Development Days (6 in Option B, 170 student days)
- 2 Data Days (Teacher Grading Days)
- 16 hours of Parent-Student-Teacher Conferences
- 4 Early Releases (Option A only, 0 in Option B)
- 2 day MEA break, 2 week winter break, 1 week spring break
- Meets minimum hours requirement in statute 120A.41



22-23 and 23-24 Calendar Proposals

Option A: Similar to past calendars with 4 early release days

Option B: Early Release days eliminated and the 8 hours are converted to one professional development day (April 21, 2023 and April 19, 2024)

- Simplifies schedules for families, students, staff, transportation
- School sites to coordinate weekly PLC time across the district by level
- Some collaboration time embedded in Professional Learning Days



22-23 and 23-24 Calendar Proposals

Connect and Assess Days (K-5)

- First two days of the school year
- Relationship Building begins with a conference with each student/family
- Goal Setting established
- Assessments completed



22-23 and 23-24 Calendar Proposals

Connect and Assess Days (K-5): How these days could be structured:

The staff is anxiously awaiting the arrival of students and families for our Connect and Assess days on August 29 and 30. Over the course of these two days, each student and family is invited to come to school. During this scheduled time, students will:

Meet their teacher & tour the classroom; Read and complete benchmark assessments with the classroom teacher; Take care of business (emergency info, lunch accounts, headphones, etc.)
Tour the building & become familiar with staff; Learn more about the expectations for their new grade level; This time together will allow our teachers to learn a bit about your child on an individual basis. It also provides the time for us to gather assessment data needed to address the individual learning needs of each student. We strongly believe this day will help staff, students, and families start the year off positively.



22-23 and 23-24 Calendar Proposals

Future Calendar Committee Process:

- Develop a one year rolling calendar
- Begin work in fall of 22-23
- Stay two years ahead
- Present the 24-25 calendar to the School Board in Sept of 2022.



22-23 and 23-24 Calendar Proposals

Thank you and what questions do you have?



AUGUST 2022

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DECEMBER 2022

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JANUARY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day	2 Fed Holiday No School	3 School Resumes	4	5	6	7
8	9	10	11	12	13	14
15	16 ML King Day No School	17	18	19	20 Teacher Data Day No School	21
22 Chinese New Year	23	24	25	26	27	28
29	30	31				

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Notes:

FEBRUARY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 Groundhog Day	3	4
5	6	7	8	9 Early Release	10	11
12	13	14 Valentine's Day	15	16	17	18
19	20 Presidents' Day No School	21 Mardi Gras Professional Learning Day No School	22 Ash Wednesday	23	24	25
26	27	28	18			

Notes:

MARCH 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 Purim - begins at	8	9	10 No School - Inservice	11
12 Daylight Saving	13	14	15	16	17 St. Patrick's Day	18
19	20 Vernal eq. (GMT) Spring Break No School	21 Spring Break No School	22 Spring Break No School	23 Ramadan begins Spring Break No School	24 Spring Break No School	25
26	27 School Resumes	28	29	30	31	

Notes:

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APRIL 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 April Fool's Day
2	3	4	5	6 Passover - begins at sundown day before	7 Good Friday	
9 Easter	10	11	12	13	14	15
16	17	18 Taxes Due	19	20	21 Eid al-Fitr, begins Early Release Or Full Professional Dev Day (Option B)	22 Earth Day
23	24	25	26 Admin Assist Day	27	28	29
30					20 / 19 Notes:	

MAY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5 Cinco de Mayo	6
7	8	9	10	11	12	13
14 Mother's Day	15	16	17	18	19	20
21	22	23	24	25 Shavout - begins at sundown night before	26	27
28	29 No School	30 Memorial Day	31			

Notes:

JUNE 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Last Day of School	2 Teacher Data Day	3
4	5	6 EHS Commencement?	7	8	9	10
11	12	13	14 Flag Day	15	16	17
18 Father's Day	19	20	21 June Solstice (GI	22	23	24
25	26	27	28 Eid al-Adha - begins at sundown; through 6/29	29	30	

Notes:

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AUGUST 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																	
		1	2	3	4	5																																																																																																	
6	7	8 Primary Election Day	9	10	11	12																																																																																																	
13	14	15	16	17	18	19 Aviation Day																																																																																																	
20	21	22	23	24	25	26																																																																																																	
27	28 K-5: Connect/Assess 6-12: School Begins	29 K-5: Connect/Assess	30	31 4																																																																																																			
		<div><div>July 2023</div><table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr><tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr><tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr><tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr><tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr><tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div><div>September 2023</div><table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr><tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr><tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr><tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr><tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table></div>			S	M	T	W	Th	F	Sa							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						S	M	T	W	Th	F	Sa						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								Notes:
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SEPTEMBER 2023

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					1	2																																																																																						
3	4 Labor Day No School	5	6	7	8	9																																																																																						
10 Grandparents Day	11 Patriot Day	12	13	14	15	16 Rosh Hashanah																																																																																						
17	18	19	20	21	22	23 Autumnal eq. (G																																																																																						
24	25 Yom Kippur - begins at sundown night before Professional Learning No School	26	27	28	29	30 Sukkot - begins at su																																																																																						
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OCTOBER 2023

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8	9 Columbus Day	10	11	12	13	14																																																																																					
15	16	17	18 Early Release	19 MEA No School	20 No School	21																																																																																					
22	23	24 United Nations Day	25	26	27	28																																																																																					
29	30	31 Halloween																																																																																									
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NOVEMBER 2023

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5 Daylight Saving	6	7 Election Day Inservice Day No School	8	9	10	11 Veterans Day - Public holiday , Friday 11-10																																																																																											
12 Diwali	13	14	15	16	17	18																																																																																											
19	20	21	22 Conf Comp Day No School	23 Thanksgiving No School	24 No School	25																																																																																											
26	27	28	29	30 18																																																																																													
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DECEMBER 2023

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3	4	5	6	7 Hanukkah begins Early Release	8 Hanukkah - through 12/15	9																																																																																				
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17	18	19	20	21	22 Dec. Solstice (G	23																																																																																				
24 Christmas Eve	25 Christmas Day Winter Break Begins No School	26 Kwanzaa begins No School	27 No School	28 No School	29 No School	30																																																																																				
31 New Year's Eve		<div>November 2023</div> <table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr><tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr><tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr><tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr><tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td></tr></table>			S	M	T	W	Th	F	Sa				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			<div>January 2024</div> <table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr><tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr><tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr><tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr><tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr><tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr></table>	S	M	T	W	Th	F	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				Notes: <div>© 2019 Vertex42 LLC Calendar Template by Vertex42.com</div>
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January 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1 New Year's Day No School	2 No School	3 No School	4 No School	5 No School	6
7	8 School Resumes	9	10	11	12	13
14	15 ML King Day No School	16	17	18	19 Data Day End of Semester I No School	20
21	22	23	24	25	26	27
28	29	30	31	1	2 Groundhog Day	3
4	5	Notes	8 + 8			

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February 2024

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
28		29		30		31		1		2 Groundhog Day		3	
4		5		6 Early Release Day		7		8		9		10 Chinese New Year	
11		12 Lincoln's B-Day		13 Mardi Gras		14 Valentine's Day Ash Wednesday		15		16		17	
18		19 Presidents' Day No School		20 Professional Learning Day No School		21		22		23		24	
25		26		27		28		29		1		2	

March 2024

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
25		26		27		28		29		1		2	
3		4		5		6		7		8		9	
										Conference/Inservice No School			
10		Daylight Saving		11		12		13		14		15	
				Ramadan - begins at sundown day before; through 4/8									
17		St. Patrick's Day		18		19		20		21		22	
				Spring Break Begins No School		No School		Vernal equinox (GMT) No School		No School		No School	
24		Purim - begins at sundown day before		25		26		27		28		29	
												Good Friday	
31		Easter		1		April Fool's Day							

April 2024

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
31	Easter	1	April Fool's Day	2		3		4		5		6	
7		8		9	Eid al-Fitr - begins at sundown day before ; through 4/10	10		11		12		13	
14		15	Taxes Due	16		17		18		19	Early Release Or Professional Dev Day (Option B)	20	
21		22	Earth Day	23	Passover - begins at sundown day before	24	Admin Assist Day	25		26		27	
28		29		30		1		2		3		4	

May 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1	2	3	4
5 Cinco de Mayo	6	7	8	9	10	11
12 Mother's Day	13	14	15	16	17	18 Armed Forces Day
19 Pentecost	20	21	22	23	24	25
26	27 Memorial Day No School	28	29	30	31 Last day of School	1

#REF!

June 2024

#REF!

June 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27 Memorial Day	28	29	30	31 Last Day of School	1
2	3 Teacher Data Day	4	5	6	7	8
		Commencement ?				
9	10	11	12 Shavout - begins at sundown day before	13	14 Flag Day	15
16 Father's Day Eid al-Adha - begins at sundown; through 6/17	17	18	19	20 June Solstice (Gl	21	22
23	24	25	26	27	28	29
30	1					

Edina Public Schools
General Fund Monthly Report by Object Code Series
(excludes Operating Capital, and LTFM expenses)

For Period Ending: September 30, 2021 % into Fiscal Year: 25%

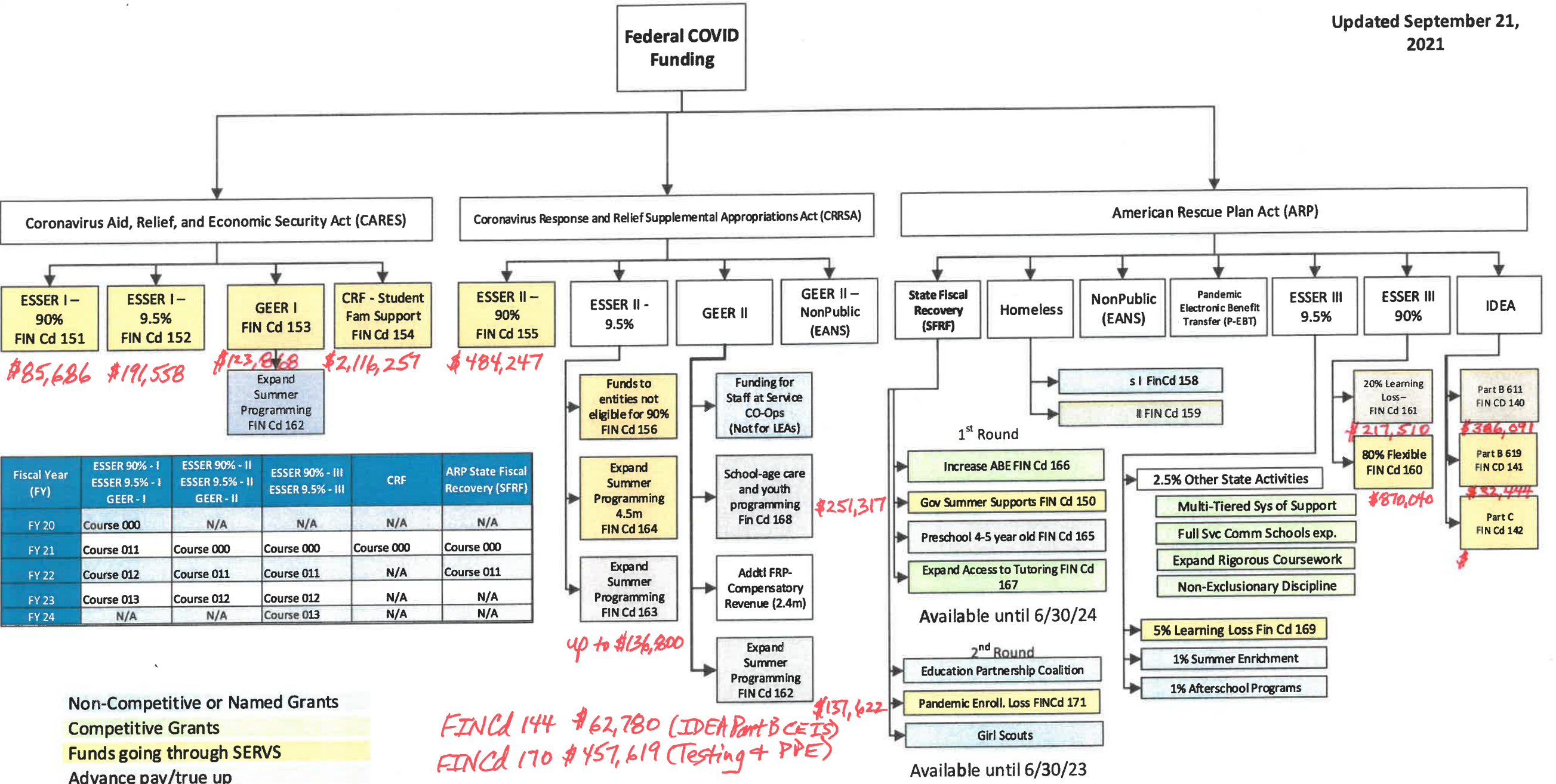
OBJECT Series	OBJECT SERIES DESCRIPTION	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %	2020-21 Revised Budget	2020-21 FYTD Activity	2020-21 FYTD %	2021-22 Original Budget	2021-22 FYTD Activity	2021-22 FYTD %
100	SALARIES AND WAGES	72,375,074	8,220,564	11%	73,528,746	7,886,053 *	11%	75,803,932	9,351,477	12% *
200	EMPLOYEE BENEFITS	23,990,016	2,692,122	11%	25,865,257	2,586,400 *	10%	26,468,843	2,709,149	10% *
	Subtotal Salaries and Benefits	96,365,089	10,912,686	11.32%	99,394,003	10,472,454	10.54%	102,272,775	12,060,626	11.79%
300	PURCHASED SERVICES	8,316,139	1,360,542	16%	8,065,333	1,603,188 *	20%	8,113,559	1,701,869	21% *
400	SUPPLIES & MATERIALS	3,877,644	650,797	17%	3,804,714	478,331 *	13%	3,478,939	410,664	12% *
500	EQUIPMENT	85,300	293,089	344%	80,500	14,652 *	18%	62,000	0	0% *
800	OTHER EXPENSES	474,763	40,344	8%	585,245	90,879	16%	634,629	94,225	15%
900	OTHER FINANCING USES	0	0	0	0	0		0	0	
	Subtotal All Other Costs	12,753,846	2,344,773	18%	12,535,791	2,187,050	17%	12,289,127	2,206,758	18%
	Less Other Financing Uses/Equipment	85,300	293,089		80,500	14,652		62,000	0	
	Revised Subtotal All Other	12,668,546	2,051,684	16%	12,455,291	2,172,398	17%	12,227,127	2,206,758	18%
	Grand Total General Fund	109,118,935	13,257,458	12%	111,929,794	12,659,504	11%	114,561,902	14,267,384	12%
	Less Other Financing Uses/Equipment	85,300	293,089	344%	80,500	14,652	18%	62,000	0	0%
	Revised Grand Total	109,033,635	12,964,369	11.89%	111,849,294	12,644,851	11.31%	114,499,902	14,267,384	12.46%

* Federal Stimulus budgeted amounts are taken out from each Object Series to generate a similar year to year budget comparison.

* Federal Stimulus actual expenses are taken out from each Object Series to generate a similar year to year actual expense comparison.

Notes: This report shows General Fund expenses excluding Operating Capital and Long-Term Facilities Maintenance expenses. Those expenses are excluded due to their volatile nature and restricted funding purposes. Excluding these expenses gives a truer picture of where General Fund expenses are at the end of a given month in relation to the fiscal year-end. The District should always have a gap in the amount it is into the fiscal year versus the current month fiscal to-date expenses. For example, when the report is for the end of Sep 30, 2021 the District is 25% into the fiscal year. District expenses should be less than the amount the District is into the fiscal year, by anywhere from 8-13%, due primarily to teaching staff not being paid their first paycheck until 9/15. Also, the majority of teaching staff spread their paychecks out over 24 pay periods, resulting in a large expense in June when we "pay off" or expense all of the remaining paychecks at the end of the fiscal year. Expenses at the same point in time for the previous two fiscal year's are also provided for comparison purposes.

24 Pay Contracts	574	92%
19 Pay Contracts	48	8%



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

Non-Competitive or Named Grants
Competitive Grants
Funds going through SERVS
Advance pay/true up

FINCd 144 \$62,780 (IDEA Part B CEIS)
FINCd 170 \$457,619 (Testing + PPE)
\$151,622

\$5,553,839

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)