

MACCRAY ISD 2180
Clara City, MN 56222
High School Media Center
Monday, May 11, 2020
6:00 pm
Electronic Meeting – Covid -19 via Zoom
Live Streamed on MACCRAY Media Youtube

TENTATIVE AGENDA

- 1.0 Call to Order
- 2.0 Pledge of Allegiance
- 3.0 Approval of the Agenda/Additions/Deletions
- 4.0 Public Comment
- 5.0 Consent Agenda – Action Required
 - 5.1 Adoption of Minutes
 - 5.2 Approve payment of bills and financial report.
 - 5.3 Approve Contract with teacher – E. Torkelson
 - 5.4 Approve Contract with teacher – C. Werner
 - 5.5 Approve Contract with Teacher – H. Spicer
 - 5.6 Approve Liaison Interpreter – S. Eieta
 - 5.7 Approve resignation of school nurse -M. Wamstad
 - 5.8 Approve Contract with teacher – J. Hedtke
- 6.0 Communication Report
 - 6.1 Administrative Reports
 - 6.1.1 Judd Wheatley, Elementary Principal
 - 6.1.2 Melissa Sparks, High School Principal
 - 6.1.3 Sherri Broderius, Superintendent (Kim Sandry – CARES Act)
 - 6.1.4 Julie Alsum - CERTS
 - 6.2 Committee Reports – POC = Julie Alsum, Carmel Thein
- 7.0 Discussion items – No action required
- 8.0 Business items – Action Required
 - 8.1 Motion to approve the FY2020 Revised Budget.
 - 8.2 Motion to approve the Covid 19 Distance Learning Grading Guidelines.
 - 8.3 Motion to approve Policy 721 – Uniform Grant Guidance Policy Regarding Federal Revenue Sources.
- 9.0 Upcoming Meetings
 - 9.1 Regular Board Meeting – Monday, June 8, HS Media Center, 6pm.
 - 9.2 Regular Board Meeting – Monday, July 13, HS Media Center, 6pm.
- 10.0 Adjournment

**Minutes of the Board of Education
Independent School District #2180
Regular Meeting #10
Monday, April 6, 2020 6:00 PM
Covid – 19**

Electronic via Zoom/Live Streaming on MACCRAY Media

Members Present: Tate Mueller, Julie Alsum, Scott Ruitter, Lane Schwitters, Debi Brandt, Carmel Thein.
Others Present: Sherri Broderius, Superintendent; Melissa Sparks, HS Principal, Judd Wheatley, Elem.
Principal, Kim Sandry, Business Manager; Sam Peterson, Herald.

Chair Lane Schwitters called the meeting to order at 6:02 pm.
Pledge of Allegiance

Motion by Brandt, second by Mueller, to approve the agenda as presented.
Roll Call Vote: Motion carried by unanimous vote.

Public comment: Board Chair Schwitters read letter (email) from Nathalie Klassen.

Approval of Consent Agenda:

Motion by Ruitter, second by Alsum, to approve the consent agenda.

Roll Call Vote: Motion carried by unanimous vote.

Adoption of Minutes

Approve payment of bills and financial report.

Communications Reports:

ICS Schematic Design Presentation – Chris Ziemer.

Mrs. Smith: No report.

Mr. Trulock: Reported on Winter Activities.

Mr. Wheatley, Mrs. Sparks, Mrs. Broderius – Distance Learning Report.

Committee Report: Board Chair Schwitters recognized School Age Care Workers.

Business Items:

Motion by Thein, second by Ruitter, to approve the Schematic Design of the Building Project and move into the Design Development Phase.

Roll Call Vote:

Alsum: Yes

Brandt: No

Mueller: No

Ruitter: Yes

Schwitters: Yes

Thein: Yes

Motion carried by 4-2 vote.

Meetings and Workshops:

Regular Board Meeting, Monday, May 11, HS Media Center, 6pm

Adjournment of Meeting

Motion by Ruiter, second by Mueller, for adjournment.

Roll Call Vote: Motion carried by unanimous vote. Meeting adjourned at 7:29 pm.

Respectfully submitted,

Carmel Thein, Clerk

Kim Sandry, Business Manager

Ind. School District #2180 Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
2180	BND2		51237	5001	Check	1	4559	ICS Consulting, Inc	Yes	No	No	USD	04/23/2020	58,132.41
Bank Total: \$58,132.41														
2180	Pay		51159		Wire	1	3881	Vanco, Inc	No	No	No	USD	04/06/2020	20.10
2180	Pay		51207		Wire	1	00867	PERA	No	No	No	USD	04/14/2020	12,528.30
2180	Pay		51208		Wire	1	00868	MN Teachers Retirement Assoc.	No	No	No	USD	04/14/2020	26,183.67
2180	Pay		51209		Wire	1	2181	Educators Benefit Consultants, LLC	No	No	No	USD	04/14/2020	12,318.08
2180	Pay		51210		Wire	1	2385	MN Department of Revenue	No	No	No	USD	04/14/2020	8,613.12
2180	Pay		51211		Wire	1	2875	Internal Revenue Service	No	No	No	USD	04/14/2020	57,597.85
2180	Pay		51249		Wire	1	00528	Bremer Bank	Yes	No	Yes	USD	04/23/2020	0.00
2180	Pay		51145	52415	Check	1	2359	Amazon.com	Yes	No	No	USD	04/02/2020	3,831.86
2180	Pay		51156	52416	Check	1	4721	Attn: Business Office	Yes	No	No	USD	04/02/2020	696.50
2180	Pay		51142	52417	Check	1	2181	Educators Benefit Consultants, LLC	Yes	No	No	USD	04/02/2020	221.98
2180	Pay		51141	52418	Check	1	1684	MACCRAY Activity Account	Yes	No	No	USD	04/02/2020	25.00
2180	Pay		51152	52419	Check	1	4406	MACCRAY Choir	Yes	No	No	USD	04/02/2020	45.00
2180	Pay		51149	52420	Check	1	3960	MACCRAY Class of 2021	Yes	No	No	USD	04/02/2020	15.00
2180	Pay		51150	52421	Check	1	4042	MACCRAY Class of 2022	Yes	No	No	USD	04/02/2020	30.00
2180	Pay		51151	52422	Check	1	4271	MACCRAY Class of 2023	Yes	No	No	USD	04/02/2020	60.00
2180	Pay		51153	52423	Check	1	4495	MACCRAY Class of 2024	Yes	No	No	USD	04/02/2020	75.00
2180	Pay		51155	52424	Check	1	4708	MACCRAY Class of 2025	Yes	No	No	USD	04/02/2020	60.00
2180	Pay		51148	52425	Check	1	3044	MACCRAY General Fund	Yes	No	No	USD	04/02/2020	251.00
2180	Pay		51154	52426	Check	1	4660	MACCRAY Tech Fees	Yes	No	No	USD	04/02/2020	180.00
2180	Pay		51143	52427	Check	1	2284	Northern Business Products	Yes	No	No	USD	04/02/2020	288.90
2180	Pay		51144	52428	Check	1	2347	Rochester Telecom Systems	Yes	No	No	USD	04/02/2020	160.10
2180	Pay		51147	52429	Check	1	2943	Sweep Hardware	Yes	No	No	USD	04/02/2020	393.26
2180	Pay		51146	52430	Check	1	2923	VISA - CABank	Yes	No	No	USD	04/02/2020	6,423.35
2180	Pay		51158	52431	Check	1	4722	OFFICE OF THE SECRETARY OF STATE	Yes	No	No	USD	04/02/2020	120.00
2180	Pay		51176	52432	Check	1	1817	Bennett Office Technologies	Yes	No	No	USD	04/09/2020	4,358.58
2180	Pay		51181	52433	Check	1	2928	Borch's Sporting Goods, Inc	Yes	No	No	USD	04/09/2020	1,509.99
2180	Pay		51171	52434	Check	1	01863	Central Counties Cooperative	Yes	No	No	USD	04/09/2020	428.08
2180	Pay		51177	52435	Check	1	1960	Chippewa County Auditor/Treasurer	Yes	No	No	USD	04/09/2020	2,623.81
2180	Pay		51160	52436	Check	1	00044	City of Clara City	Yes	No	No	USD	04/09/2020	854.30
2180	Pay		51163	52437	Check	1	00246	City of Raymond	Yes	No	No	USD	04/09/2020	186.94
2180	Pay		51161	52438	Check	1	00048	Clara City Telephone Company	Yes	No	No	USD	04/09/2020	681.49
2180	Pay		51173	52439	Check	1	1427	Dean Foods North Central, Inc.	Yes	No	No	USD	04/09/2020	474.14
2180	Pay		51175	52440	Check	1	1762	Donners Crossroads Truckstop	Yes	No	No	USD	04/09/2020	64.39
2180	Pay		51165	52441	Check	1	00379	Donners Service Station	Yes	No	No	USD	04/09/2020	1,186.76
2180	Pay		51185	52442	Check	1	4194	Drex-mart	Yes	No	No	USD	04/09/2020	101.00
2180	Pay		51193	52443	Check	1	4697	Farm-Rite Equipment of Willmar	Yes	No	No	USD	04/09/2020	28.00

Ind. School District #2180 Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
2180	Pay		51180	52444	Check	1	2881	Frikke, Allison	Yes	No	No	USD	04/09/2020	79.93
2180	Pay		51162	52445	Check	1	00105	Hillyard / Hutchinson	Yes	No	No	USD	04/09/2020	1,095.58
2180	Pay		51184	52446	Check	1	3962	Indianhead Foodservice Distributor	Yes	No	No	USD	04/09/2020	132.34
2180	Pay		51182	52447	Check	1	3311	J.W. Pepper & Son, Inc.	Yes	No	No	USD	04/09/2020	100.99
2180	Pay		51168	52448	Check	1	01073	Kandiyoji County Auditor/Treas	Yes	No	No	USD	04/09/2020	3,145.50
2180	Pay		51190	52449	Check	1	4625	Krizan, Christine	Yes	No	No	USD	04/09/2020	89.63
2180	Pay		51191	52450	Check	1	4626	Kubota Leasing	Yes	No	No	USD	04/09/2020	583.78
2180	Pay		51172	52451	Check	1	1253	Lindeman, Billy	Yes	No	No	USD	04/09/2020	136.23
2180	Pay		51164	52452	Check	1	00267	MARC	Yes	No	No	USD	04/09/2020	1,346.01
2180	Pay		51179	52453	Check	1	2877	Matheson Tri Gas	Yes	No	No	USD	04/09/2020	113.35
2180	Pay		51178	52454	Check	1	2126	Menards - Willmar	Yes	No	No	USD	04/09/2020	224.20
2180	Pay		51188	52455	Check	1	4540	Meyer, Melissa	Yes	No	No	USD	04/09/2020	17.26
2180	Pay		51189	52456	Check	1	4553	Nordic Solar HoldCo Phase 2, LLC	Yes	No	No	USD	04/09/2020	7,313.65
2180	Pay		51166	52457	Check	1	00650	Prinsburg Farmers Coop	Yes	No	No	USD	04/09/2020	18.25
2180	Pay		51170	52458	Check	1	01797	Purchase Power	Yes	No	No	USD	04/09/2020	500.00
2180	Pay		51187	52459	Check	1	4509	Suchanek, Trisha	Yes	No	No	USD	04/09/2020	37.40
2180	Pay		51169	52460	Check	1	01360	Thoma, Nancy	Yes	No	No	USD	04/09/2020	84.98
2180	Pay		51167	52461	Check	1	00734	Tostenson, Inc.	Yes	No	No	USD	04/09/2020	245.17
2180	Pay		51183	52462	Check	1	3554	TRIO Supply Co	Yes	No	No	USD	04/09/2020	739.86
2180	Pay		51192	52463	Check	1	4650	Westbrook, Jesse	Yes	No	No	USD	04/09/2020	141.45
2180	Pay		51186	52464	Check	1	4245	Wheatley, Judd	Yes	No	No	USD	04/09/2020	77.57
2180	Pay		51174	52465	Check	1	1469	Xcel Energy	Yes	No	No	USD	04/09/2020	14.19
2180	Pay		51197	52466	Check	1	00878	American Family -AFLAC	Yes	No	No	USD	04/14/2020	952.78
2180	Pay		51200	52467	Check	1	1039	Citizens Alliance Bank	Yes	No	No	USD	04/14/2020	310.00
2180	Pay		51201	52468	Check	1	2985	EDUCATORS BENEFIT CONSULTANTS	Yes	No	No	USD	04/14/2020	2,348.73
2180	Pay		51206	52469	Check	1	4594	Kensington Bank	Yes	No	No	USD	04/14/2020	191.67
2180	Pay		51203	52470	Check	1	3402	Lake Region Bank	Yes	No	No	USD	04/14/2020	289.58
2180	Pay		51202	52471	Check	1	3014	LegalShield	Yes	No	No	USD	04/14/2020	12.95
2180	Pay		51198	52472	Check	1	00880	MACCRAY Education Association	Yes	No	No	USD	04/14/2020	3,226.51
2180	Pay		51199	52473	Check	1	00881	NCBERS Group Life Ins.	Yes	No	No	USD	04/14/2020	68.00
2180	Pay		51205	52474	Check	1	4575	Old National Bank	Yes	No	No	USD	04/14/2020	396.02
2180	Pay		51204	52475	Check	1	3844	United Way of West Central MN	Yes	No	No	USD	04/14/2020	10.00
2180	Pay		51196	52476	Check	1	00023	UNUM Life Insurance Company	Yes	No	No	USD	04/14/2020	260.75
2180	Pay		51229	52477	Check	1	4016	Airmich's Market	Yes	No	No	USD	04/16/2020	33.15
2180	Pay		51231	52478	Check	1	4329	Broderius, Sherri	Yes	No	No	USD	04/16/2020	147.20
2180	Pay		51223	52479	Check	1	2450	Brothers Fire Protection Co.	Yes	No	No	USD	04/16/2020	1,675.00
2180	Pay		51218	52480	Check	1	01432	Chappell Central, Inc.	Yes	No	No	USD	04/16/2020	5,519.44
2180	Pay		51225	52481	Check	1	3301	Ciara City SA Store	Yes	No	No	USD	04/16/2020	324.59
2180	Pay		51212	52482	Check	1	00059	DEMCO, Inc.	Yes	No	No	USD	04/16/2020	59.11

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Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
2180	Pay		51226	52483	Check	1	3592	Dooley's Natural Gas	Yes	No	No	USD	04/16/2020	8,257.64
2180	Pay		51213	52484	Check	1	00077	Farmers Coop Oil Co.	Yes	No	No	USD	04/16/2020	165.46
2180	Pay		51214	52485	Check	1	00105	Hillyard / Hutchinson	Yes	No	No	USD	04/16/2020	2,494.62
2180	Pay		51232	52486	Check	1	4410	MN PEIP	Yes	No	No	USD	04/16/2020	68,334.36
2180	Pay		51222	52487	Check	1	1936	Palmer Bus Service, Inc	Yes	No	No	USD	04/16/2020	75,788.74
2180	Pay		51216	52488	Check	1	00763	Pan-O-Gold Baking Company	Yes	No	No	USD	04/16/2020	19.80
2180	Pay		51220	52489	Check	1	01797	Purchase Power	Yes	No	No	USD	04/16/2020	500.00
2180	Pay		51215	52490	Check	1	00701	Southside Lumber	Yes	No	No	USD	04/16/2020	578.26
2180	Pay		51224	52491	Check	1	2685	Speiser Brothers, Inc.	Yes	No	No	USD	04/16/2020	3,920.00
2180	Pay		51230	52492	Check	1	4189	State of Minnesota	Yes	No	No	USD	04/16/2020	2,984.17
2180	Pay		51228	52493	Check	1	3980	Strommer, Cassandra	Yes	No	No	USD	04/16/2020	33.96
2180	Pay		51227	52494	Check	1	3745	Taylor Publishing Co	Yes	No	No	USD	04/16/2020	1,200.00
2180	Pay		51217	52495	Check	1	00844	West Central Sanitation, Inc.	Yes	No	No	USD	04/16/2020	806.20
2180	Pay		51221	52496	Check	1	1469	Xcel Energy	Yes	No	No	USD	04/16/2020	484.11
2180	Pay		51219	52497	Check	1	01768	Yellow Medicine East Schools	Yes	No	No	USD	04/16/2020	18,011.40
2180	Pay		51236	52498	Check	1	3130	BCA	Yes	No	No	USD	04/17/2020	15.00
2180	Pay		51240	52499	Check	1	00138	City of Maynard	Yes	No	No	USD	04/23/2020	309.18
2180	Pay		51238	52500	Check	1	00046	Clara City Herald	Yes	No	No	USD	04/23/2020	200.00
2180	Pay		51246	52501	Check	1	4517	Driessen Water Inc.	Yes	No	No	USD	04/23/2020	156.78
2180	Pay		51239	52502	Check	1	00105	Hillyard / Hutchinson	Yes	No	No	USD	04/23/2020	192.60
2180	Pay		51242	52503	Check	1	2126	Menards - Willmar	Yes	No	No	USD	04/23/2020	410.68
2180	Pay		51243	52504	Check	1	2992	Pitney Bowes Global Financial Services	Yes	No	No	USD	04/23/2020	371.40
2180	Pay		51241	52505	Check	1	01797	Purchase Power	Yes	No	No	USD	04/23/2020	705.50
2180	Pay		51245	52506	Check	1	3554	TRIO Supply Co	Yes	No	No	USD	04/23/2020	612.22
2180	Pay		51244	52507	Check	1	3297	Wohlman, Julie	Yes	No	No	USD	04/23/2020	502.98
2180	Pay		51260	52508	Check	1	2359	Amazon.com	Yes	No	No	USD	04/30/2020	1,360.05
2180	Pay		51258	52509	Check	1	1578	Chippewa CARE	Yes	No	No	USD	04/30/2020	300.00
2180	Pay		51252	52510	Check	1	00138	City of Maynard	Yes	No	No	USD	04/30/2020	38.18
2180	Pay		51254	52511	Check	1	00616	Ervin Construction	Yes	No	No	USD	04/30/2020	300.00
2180	Pay		51259	52512	Check	1	1922	Frontier	Yes	No	No	USD	04/30/2020	376.01
2180	Pay		51251	52513	Check	1	00105	Hillyard / Hutchinson	Yes	No	No	USD	04/30/2020	803.75
2180	Pay		51263	52514	Check	1	3962	Indianhead Foodservice Distributor	Yes	No	No	USD	04/30/2020	636.95
2180	Pay		51255	52515	Check	1	01216	Lakeshore Learning Materials	Yes	No	No	USD	04/30/2020	37.99
2180	Pay		51264	52516	Check	1	4080	Lucas, Ashley	Yes	No	No	USD	04/30/2020	100.00
2180	Pay		51256	52517	Check	1	01797	Purchase Power	Yes	No	No	USD	04/30/2020	705.50
2180	Pay		51266	52518	Check	1	4440	Reszel, AI	Yes	No	No	USD	04/30/2020	56.20
2180	Pay		51262	52519	Check	1	3737	SNA	Yes	No	No	USD	04/30/2020	55.50
2180	Pay		51257	52520	Check	1	1350	Southwest MN State University	Yes	No	No	USD	04/30/2020	3,300.00
2180	Pay		51265	52521	Check	1	4428	Strunc, Amy	Yes	No	No	USD	04/30/2020	292.76

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Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
2180	Pay		51253	52522	Check	1	00308	SW & WC Service Cooperative	Yes	No	No	USD	04/30/2020	8,834.98
2180	Pay		51261	52523	Check	1	3554	TRIO Supply Co	Yes	No	No	USD	04/30/2020	40.55
Bank Total: \$378,991.83														
2180	SA		51157	21752	Check	1	2923	VISA - CABank	Yes	No	No	USD	04/02/2020	3,637.91
2180	SA		51195	21753	Check	1	4463	Post, Lucas	Yes	No	No	USD	04/09/2020	399.17
2180	SA		51194	21754	Check	1	00998	R & R Bakery	Yes	No	No	USD	04/09/2020	7.39
2180	SA		51234	21755	Check	1	4283	First Choice Food & Beverage	Yes	No	No	USD	04/16/2020	76.82
2180	SA		51233	21756	Check	1	3009	Keggars Bar & Grill	Yes	No	No	USD	04/16/2020	705.38
2180	SA		51247	21757	Check	1	00507	West Central Trophies	Yes	No	No	USD	04/23/2020	130.75
2180	SA		51248	21758	Check	1	3297	Wohlman, Julie	Yes	No	No	USD	04/23/2020	10.96
2180	SA		51268	21759	Check	1	3853	Fred C. Gloeckner & Co., Inc.	Yes	No	No	USD	04/30/2020	2,480.50
2180	SA		51267	21760	Check	1	3566	Nolt's Produce Supplies	Yes	No	No	USD	04/30/2020	923.00
Bank Total: \$8,371.88														
Report Total: \$445,496.12														

Ind. School District #2180
Exp Summary - Fd, Pro Series
Period Ending April 30, 2020

Sequence: Fd, Pro

		20ORIG		Year To Date	% YTD Encumbrances	% YTD	Remaining Balance
Description	Annual Budget	Period 202010	Encumbrances				
01 General							
000 Administration	668,060.00	58,040.04	574,825.42	86%	8.90	86%	93,225.68
100 District Support Services	289,035.00	24,685.82	255,554.52	88%	38.29	88%	33,442.19
200 Elem & Secondary Regular Instr	3,990,269.00	348,654.52	2,893,253.66	73%	11,240.68	73%	1,085,774.66
300 Vocational Education Instr	93,600.00	10,973.95	95,672.64	102%	0.00	102%	(2,072.64)
400 Special Education Instr	1,567,259.00	136,887.55	1,138,517.74	73%	3,715.95	73%	425,025.31
600 Instructional Support Services	417,468.00	31,510.83	439,295.70	105%	6,180.32	107%	(28,008.02)
700 Pupil Support Services	961,013.00	93,323.05	705,179.00	73%	105.00	73%	255,729.00
800 Sites & Buildings	741,300.00	60,896.09	602,396.24	81%	6,708.95	82%	132,194.81
900 Fiscal & Other Fixed Costs	120,000.00	0.00	95,310.99	79%	0.00	79%	24,689.01
01 General	8,848,004.00	764,971.85	6,800,005.91	77%	27,998.09	77%	2,020,000.00
02 Food Service							
700 Pupil Support Services	473,700.00	30,113.59	429,820.94	91%	24.40	91%	43,854.66
02 Food Service	473,700.00	30,113.59	429,820.94	91%	24.40	91%	43,854.66
04 Community Service							
500 Community Ed & Services	474,864.00	26,752.51	352,433.56	74%	1,526.57	75%	120,903.87
04 Community Service	474,864.00	26,752.51	352,433.56	74%	1,526.57	75%	120,903.87
05 Capital Outlay							
200 Elem & Secondary Regular Instr	12,207.00	0.00	11,072.31	91%	0.00	91%	1,134.69
600 Instructional Support Services	41,000.00	0.00	12,026.00	29%	0.00	29%	28,974.00
800 Sites & Buildings	429,470.00	13,581.61	351,749.72	82%	6,235.63	83%	71,484.65
05 Capital Outlay	482,677.00	13,581.61	374,848.03	78%	6,235.63	79%	101,593.34
07 Debt Redemption							
900 Fiscal & Other Fixed Costs	602,575.00	0.00	602,575.00	100%	0.00	100%	0.00
07 Debt Redemption	602,575.00	0.00	602,575.00	100%	0.00	100%	0.00
21 Student Activity							
200 Elem & Secondary Regular Instr	125,600.00	3,590.27	123,728.88	99%	1,136.36	99%	734.76
21 Student Activity	125,600.00	3,590.27	123,728.88	99%	1,136.36	99%	734.76
Report Totals:	11,007,420.00	839,009.83	8,683,412.32	79%	36,921.05	79%	2,287,086.63

INVESTMENTS OUTSTANDING

June 30, 2019

MSDMAX Fund – MSDLAF

MSDMAX Fund Balance as of June 30, 2019	\$2,231.77
Interest - July 31, 2019	\$4.29
Interest – Aug. 31, 2019	\$4.15
Interest – Sept. 30, 2019	\$3.90
Interest – Oct. 31, 2019	\$3.79
Interest – Nov. 30, 2019	\$3.19
Interest – Dec. 31, 2019	\$3.19
Interest – Jan. 31, 2020	\$3.28
Interest – Feb. 29, 2020	\$2.89
Interest – Mar. 30, 2020	\$2.49
Interest – Apr. 30, 2020	\$1.76
BALANCE	<u>\$2,264.70</u>

LIQUID ASSET FUND

Money Market Balance as of June 30, 2019	\$1,520.25
Interest – July 31, 2019	\$2.80
Interest – Aug. 31, 2019	\$2.70
Interest – Sept. 30, 2019	\$2.53
Interest – Oct. 31, 2019	\$2.45
Interest – Nov. 30, 2019	\$2.06
Interest – Dec. 31, 2019	\$2.05
Interest – Jan. 31, 2020	\$2.11
Interest – Feb. 29, 2020	\$1.84
Interest -Mar. 30, 2020	\$1.56
Interest – Apr. 30, 2020	\$1.06
BALANCE	<u>\$1,541.41</u>

Heritage Bank N.A. (Savings)

Balance on June 30, 2019	\$45,674.52
Interest – July 31, 2019	\$39.23
Interest – Aug. 31, 2019	\$35.69
Interest – Sept. 30, 2019	\$36.91
Interest – Oct. 31, 2019	\$36.94
Interest – Nov. 30, 2019	\$34.59
Interest – Dec. 31, 2019	\$38.19
Interest -Jan. 31, 2020	\$37.03
Interest – Feb. 29, 2020	\$33.47
Interest – Mar. 30, 2020	\$25.87
Interest – Apr. 30, 2020	\$12.47
BALANCE	<u>\$46,004.91</u>

Citizens Alliance Bank Special Money Market Savings

Balance as of June 30, 2019	\$2,298,647.16
Interest – July 31, 2019 (Transfer \$400,000 in)	\$2,225.26
Interest – Aug. 31, 2019	\$1775.92
Interest – Sept. 30, 2019	\$1836.32
Interest – Oct. 31, 2019 (Transfer \$500,000 in)	\$1739.94
Interest – Nov. 30, 2019 (Transfer \$500,000 out)	\$1659.85
Interest – Dec. 31, 2019	\$1543.12
Interest – Jan. 31, 2020 (Transfer \$300,000 out)	\$1404.93
Interest – Feb. 29, 2020 (Transfer \$400,000 out)	\$1187.87
Interest – Mar. 30, 2020 (Transfer \$300,000 in)	\$840.14

Interest – Apr. 30, 2020

\$570.29

BALANCE

\$2,313,430.80

MACCRAY Schools Enrollment 19-20

	June 18-19	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	EOY
Pre-K	92	73	71	72	74	77	77	77	75	75	
K	60	69	69	69	69	66	66	65	65	65	
1	75	59	59	58	58	58	58	58	58	58	
2	69	72	72	72	73	72	72	72	70	69	
3	45	69	70	70	68	66	66	67	67	66	
4	56	46	46	46	44	44	44	44	44	44	
5	56	57	57	56	56	54	54	54	54	55	
6	58	56	56	56	56	54	54	54	54	55	
K-6 Subtotal	419	428	429	427	424	414	414	414	412	412	0
7-12 Subtotal	511	501	500	499	498	491	491	491	487	487	0
7	64	58	59	60	59	58	58	57	57	57	
8	59	63	62	62	60	61	62	62	61	61	
9	60	57	56	57	58	58	59	59	59	57	
10	49	60	59	59	57	56	55	56	56	55	
11	37	49	49	49	48	48	48	48	47	46	
12	29	39	38	37	36	36	36	36	36	36	
Subtotal	298	326	323	324	318	317	318	318	316	312	0
K-12 Total	717	754	752	751	742	731	732	732	728	724	0
P-12 Total	809	827	823	823	816	808	809	809	803	799	0

February 2020

1. Winter Tournament Dates

- a. 1 Act Play was in Dawson on January 25th. They performed well and tied for 5th.
- b. Dance Section was in Montevideo on February 8
- c. Wrestling Team Section was Tuesday, February 11.
- d. Girls Basketball Sub-Section and Sections were February 20 vs DB at home and 22 vs Minneota at Montevideo.
- e. Boys Basketball Sub-Section and Sections were February 27 vs Minneota at Montevideo and 29 vs LQPV at SMSU.
- f. BPA State Tournament was March 5-7. 34 out of 39 qualified for the State Competition and 32 have committed to attending.
- g. Knowledge Bowl Sub-Regions were on February 21 at Ridgewater in Willmar.

2. Spring Sports were to start:

- a. Track - March 9
- b. Softball - March 9
- c. Baseball - March 16
- d. Golf - March 16
- e. Boy's Tennis - March 23

(Most coaches began work with students in advance of learning that school would be required to go to Distance Learning according to Executive Order 20-01.)

2019-20 Winter Athletic Participation

Dance	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	2	4	4	4	3	4	Total = 21 incl mgr
Boys BB	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	13	14	3	8	7	3	Total = 48 incl mgr
Girls BB	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	8	10	6	7	3	3	Total = 37 incl 2 mgrs
Wrestling	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	1	0	2	2	0	0	Total = 5 (1 still on roster)

In Grades 7-12, there are 111 of 325 students out for a winter sport (34%).

WINTER ATHLETIC PARTICIPATION, By Grade

<u>2019-20</u>	<u>2018-19</u>	<u>2017-18</u>
7th - 24/60 - 40%	7th - 31/63 - 49%	7th - 10/56 - Incomplete
8th - 28/62 - 45%	8th - 15/59 - 25%	8th - 27/64 - Incomplete
9th - 15/57 - 26%	9th - 21/60 - 35%	9th - 21/55 - 38%
10th - 21/59 - 36%	10th - 19/50 - 38%	10th - 18/43 - 42%
11th - 13/49 - 27%	11th - 9/37 - 24%	11th - 11/35 - 31%
12th - 10/38 - 26%	12th - 9/29 - 31%	12th - 9/44 - 20%

2019-20 Winter Activity Participation

BPA		<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
		6	8	14	11	Total = 39
Knowledge Bowl		<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
		4	0	6	3	Total = 13
Math League		<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
		3	7	4	2	Total = 16
One Act	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>
	4	2	5	2	1	4
						Total = 18 cast/crew

March 2020

- 1. All winter activities have concluded their seasons.**
- 2. MACCRAY had 32 students attend the state BPA competition in Minneapolis Thursday, Friday and Saturday. (February 2020)**
- 3. The Spring Play was Friday and Saturday, March 13 & 14th in the HS gym at 7:30.**
- 4. The music department attempted to attend the following events:**
 - a. Large Group Subsection on 3/9 @ KMS**
 - b. JH Solo/Ensemble on 3/12 @ SMSU (18 attended)**
 - c. Solo/Ensemble Subsection on 3/28 @ Benson (Cancelled due to COVID 19)**
- 5. We had two BBB players reach the 1,000 point mark this season. Congratulations to Brady Kienitz and Blake Wadsworth.**

Activity Coaches & Supervisors - Spring 2020*

Baseball -	Nate Hebrink	Varsity
	Tyler Wrede	JV
	Trent Carlson	JH
	To be decided	JH
Track -	Rick Meyer	Asst.
	Arron Enger	JH
Softball -	Nancy Thoma	Varsity
	Brian Brandt - (undecided)	JV
	To be decided	JH (if needed)
Golf - B/G	Mitchell Kent	Head
	Jason Prekker	Asst./JH
Boys Tennis -	Andrew DuHoux	Varsity
Spring Play -	Aubrey Ross	
Weight Room Coach -	Cole Christopher	

*All coaches for spring sports and activities have been or will be paid out for spring coaching as per recommendation by MDE/MSHSL. This pertains to all who were approved by the MACCRAY School board and had started the spring season in some fashion prior to cancellation of the spring season. (SB)



Minnesota State High School League

Cancellation of Remainder of 2019-2020 Activities

April 23, 2020 (Amended April 28, 2020)

Amendment:

On April 24, 2020, the MSHSL Board of Directors affirmed the decision to cancel spring activities and athletics. The Board also directed the Eligibility Committee to prepare participation guidance and limitations for coaches and advisors of spring activities and athletics.

This guidance and direction was prepared by the Eligibility Committee and is provided in the document titled *Spring Sports and Activities Participation Limitations*, distributed on April 28, 2020.

Consistent with Executive Order 20-41 issued by Minnesota Governor Tim Walz on April 23, 2020, to extend the Distance Learning Period through the remainder of the 2019-2020 school year, MSHSL_19_ the Minnesota State High School League Board of Directors has declared that effective immediately:

- **Minnesota State High School League spring athletics and fine arts have been cancelled for the remainder of their seasons. This includes all participation in MSHSL events including, but not limited to, practices, tryouts, scrimmages, contests and competitions as well as postseason tournaments.**
- ~~With this cancellation, all athletics are out of season. The provisions of Bylaw 208—Non-School Competition and Training are in effect.~~

At its meeting on Friday, April 24, 2020, the MSHSL Board of Directors will review related rules, policies and bylaws that impact participation based on this cancellation. Additional information and guidance for schools will be provided.

The Minnesota State High School League strongly encourages all students, coaches, advisors, officials and directors to adhere to all aspects of the Stay-At-Home order and participate fully in all recommended safety practices including social distancing, hand washing, covering their coughs and sneezes, and limiting unnecessary contact with others.



Minnesota State High School League

Spring Sports and Activities Participation Limitations

April 28, 2020

Consistent with Executive Order 20-41 issued by Minnesota Governor Tim Walz on April 23, 2020, to extend the Distance Learning Period through the remainder of the 2019-2020 school year the Minnesota State High School League Board of Directors has made the following decision regarding spring sports.

The MSHSL recognizes the positive impact of coaches and advisors and, to support and engage students, has declared, that effective between April 28 and May 29, the following direction is provided for coaches and student athletes at MSHSL member schools:

Coaches May Not:

- Have in-person contact with participants.
- Require or suggest groups of participants to gather.
- Suggest or support "captain's practices" or "open gyms."
- Conduct tryouts or provide evaluations or feedback on participants' performance (i.e. receive, accept or require participants to submit video of a skill or performance).
- Require participants to take part in individual workouts or skills training, etc. (i.e. journaling, reporting of time spent, submission of results).
- Place undue influence on participants to take part in any individual workouts or skills training.

Coaches May:

- Connect with participants via electronic communication (i.e. email, social media or school-approved communication tools).
- Provide optional individual workouts or optional individual skills training via electronic communication.
- Connect with and support participants who are challenged by the changes caused by COVID-19 limitations and restrictions.
- Conduct virtual end of season activities like virtual exit interviews and virtual banquets.

Coaches Must:

- Include the Activities Administrator on all communication to participants.

Students May Not:

- Have in-person contact with coaches or other participants.
- Require or suggest groups of participants to gather.
- Suggest or support "captain's practices" or "open gyms."

- Participate in tryouts or evaluations or receive feedback on their performance (i.e. virtual evaluations or assessments).
- Place undue influence on other students or participants to take part in any individual workouts or skills training.

Students May:

- Connect with coaches via electronic communication (i.e. email, social media or school-approved communication tools).
- Receive optional individual workouts or optional individual skills training via electronic communication.
- Connect with and support participants who are challenged by the changes caused by COVID-19 limitations and restrictions.
- Participate in virtual end of season activities like virtual exit interviews and virtual banquets.
- Participate in non-school virtual events (i.e. national virtual events during this time).

Fine Arts: Fine Arts students may continue to have virtual contact with their high school coaches and may continue to participate in virtual non-MSHSL events.

Fall and Winter Coaches: Bylaw 208, Non-School Competition and Training remains in effect for fall and winter coaches. Fall and winter coaches may not provide any virtual coaching at this time. However, fall and winter coaches may connect with student athletes and provide general information.

Summer Coaching Waiver: Per bylaw and Board of Directors actions the summer waiver period for all coaches is scheduled to begin on June 1 through August 7, with a no contact period of July 3 through July 5.

School administration, at their discretion, may place more restrictive limitations on practice, participation and student/coach contact.

The Minnesota State High School League strongly encourages all students, coaches, advisors, officials and directors to adhere to all aspects of the Stay-At-Home order and participate fully in all recommended safety practices including social distancing, hand washing, covering their coughs and sneezes, and limiting unnecessary contact with others.

2019-2020 Revised Budget

	Original Budget <u>2019-2020</u>	Revised Budget <u>2019-2020</u>	<u>Difference</u>
<u>Revenues</u>			
General Fund	9,094,779	9,216,313	121,534
Food Service	443,400	419,625	(23,775)
Community Service	286,488	224,738	(61,750)
Capital Outlay Includes (H & S)	513,956	473,385	(40,571)
Debt Redemption	632,349	632,350	1
Totals	10,970,972	10,966,411	(4,561)
<u>Expenditures</u>	Original Budget <u>2019-2020</u>	Revised Budget <u>2019-2020</u>	<u>Difference</u>
General Fund	8,973,604	8,921,565	(52,039)
Food Service	473,700	461,913	(11,787)
Community Service	474,864	446,020	(28,844)
Capital Outlay Includes (H & S)	482,677	388,459	(94,218)
Debt Redemption	<u>602,575</u>	<u>602,575</u>	<u>0</u>
Totals	11,007,420	10,820,532	(186,888)
FY2020 Revised Budget	<u>Revenues</u>	<u>Expenditures</u>	<u>Difference</u>
General Fund	9,216,313	8,921,565	294,748
Food Service	419,625	461,913	(42,288)
Community Service	224,738	446,020	(221,282)
Capital Outlay Includes (H&S)	473,385	388,459	84,926
Debt Redemption	632,350	602,575	29,775
Totals	10,966,411	10,820,532	145,879

MACCRAY Public Schools

Distance Learning Grading Guidance

May 4, 2020

Grading Procedures During Distance Learning

- All quarter grades (prior to distance learning) have been finalized.
- Quarter 4 grading began on March 24th - Day 1 of distance learning.
- Grading practices will be flexible, allowing for multiple opportunities and ways to demonstrate learning.
- Continue using "M"s in the grade book as placeholders for missing work. **Do not give zeros.** Students should be given every opportunity to make up the missing work until the end of the quarter. (May 28, 2020) Work with families and students to make any accommodations that may be necessary. Utilize our school success coordinators, social workers, and school counselor.
- **Elementary** will be utilizing Pass/Incomplete for Q4.

Expectations for Determining Final Grades

Considerations for everyone:

- Approach final grading with flexibility and equity:
 - ***Evaluate how your student has done overall, not just how they've done during distance learning.***
 - ***Missing assignments aside, how well has the student done with the assignments that he/she was able to turn in?***
 - ***At the end of the term grade according to what was completed not what wasn't completed.***
 - ***You DO NOT have to use the current grading scale. Example: If the student has a 50% in the gradebook but in your mind is doing average work for what he/she has turned in then give them a "C."***
- Consider each student's situation. We are not in an equitable situation. Some students do not have reliable internet, others do not have support at home, still others may have to help their families either work or care for younger children etc. Find out what their situation is before you make your final grade decision.

Course Information:

- **Year-long courses:** Quarter 4 will not be used to determine whether or not a student will pass your class or move on to the next course. Students will move on to the next course based on a culmination of their performance of Quarters

1, 2, and 3.

- **Semester-long courses:** Again, quarter 4 will not be used to determine whether or not a student will pass your class or move on to the next course. Students will move on to the next course based on a culmination of their performance of Quarters 3 and 4, with heavy emphasis placed on their performance in quarter 3.
- **Quarter/trimester-long courses:** Missing assignments aside, how well has the student done with the assignments that he/she was able to turn in? Grade according to what was completed, not what wasn't completed.

End of 4th Quarter - 4th Quarter Blitz

- The last due date for all remaining 4th quarter assignments will be on
 - **High School** - Wednesday, May 20
 - **Elementary Schools** - Wednesday, May 20
- If students have all of their work completed they may choose to be done for the school year, unless they wish to request additional coursework to raise their current grades. If students request additional coursework you must provide it.
 - Elementary students receiving a P (Passing - done)
 - Elementary students receiving an I (Incomplete - many missing assignments/not done)
- Students that are missing work will continue working on missing work through May 28th.
- It is the expectation that ALL teachers will reach out to students and parents to arrange for times to help students complete their missing work. This will be done through open Zoom rooms daily from 9:00 a.m. - 4:00 p.m. or through special Zoom meetings mutually set up between the student and the teacher. If social distancing is relaxed on May 18th this could include meeting with the student/s at school.
- Teachers should consider exempting non-essential assignments.
- Once a student has his/her missing assignments turned in then they may be done for the year.

Guidance From MDE re: Grading (May 1, 2020)

- <http://www.mnmsba.org/Portals/0/CreatingEquitableGradingSystems-5-1-2020>.

[pdf](#)

- Decision-makers must approach the creation of new assessment and grading systems with an equity mindset. The new systems must reflect an effort to confront and eradicate known inequities in the current system.
- Every day, and especially during this time when students are experiencing so much uncertainty and so many situations over which they have no control, students benefit from educators using growth-based terminology in every possible situation.
- A student should not be reported as a failure and retained or given an F during this unprecedented situation.
- Consider the unique needs of special classes of students, for example students in special education, students on 504 plans, English language learners, and students in career and technical programs.
- It is the strong recommendation that schools and districts not retain students in their current grade levels for next school year.
- Districts are recommended to create systems and policies that hold all students harmless.

May 11, 2020

School Board Superintendent Report

- I. CO19 Planning for Distance Learning...ongoing?
 - No word (as of this writing no guidance from MDE) on commencement. (MS report)
 - Summer Rec (as of this writing no guidance from MDE).
- II. Planning for 20/21 School Year
 - Seek long term innovation vs. short term critical needs
 - There are CARE dollars for rethinking education
 - Plan for summer 2021 learning
 - Consider starting fall of 2020 early (Done.)
 - Use PLCs to try to prevent teacher burnout, share SPED ideas, create behavior interventions and offer Direct Learning support
 - Consider feeding students
 - Reverse learning loss
 - Ensure safety
 - Plan for a possible Distance Learning, direct learning hybridized scenario
 - Keep it all simple for people's sanity

For all of the above:

- Provide Rapid response
- Use data analysis
- Always considering learning recovery
- Consider costs and use of CARE \$
- Apply academic interventions (Julie Dikken Instructional Coach) A and I money
- Make investments and plan on identifying individual student needs and to differentiate student instruction

I completed a National Survey for a research company in which the results showed surprisingly that technology was the number one concern of most schools in the nation. Finances and student and teacher mental health showing up on the survey results as concerns a bit later. If we are in "uncharted waters" now my belief is just wait to see what will come next year as we watch waves of infection balance with economics startups and backing off economic startups which may mean moving into and out of Distance Learning.

At MACCRAY, the admin team has already begun the brainstorming and research necessary to create an Innovative Long Term Solution. We will use MDE guidance, surveys of our teachers, parents and students to guide our planning. We will incorporate best practices and involve opinions of staff and students as we go. Kim will also be a pivotal partner in the planning to balance finances and the cost of this work.

MSHSL, transportation, food service, tele-services for mental health and special education, special uses of the building spaces and student/staff safety will also be considered in the decision making. Remember, we may have staff and students who for health reasons may not be able to attend school. We will provide accommodations for all of them as we respect all contracts with staff.

III. Activities Report for Second Semester 2019/2020 School Year -

The Activities Director and I have met to compile this information which includes guidance from MSHSL on procedures for discontinuation of 2020 Spring Activities.

See next pages -

Adopted: _____

MSBA/MASA Model Policy 721

Orig. 2016

Revised: _____

Rev. 2019

721 UNIFORM GRANT GUIDANCE POLICY REGARDING FEDERAL REVENUE SOURCES

[Note: School districts are required by the federal Uniform Grant Guidance regulations, 2 C.F.R. Part 200, to have the policies which establish uniform administrative requirements, cost principles, and audit requirements for federal awards to non-federal entities including school districts. ~~In June 2018, The United States Office of Management and Budget published the final regulations December 26, 2013. The Uniform Grant Guidance is effective for new and continuation federal grant awards issued on or after December 26, 2014. The regulations do not affect grant funds awarded prior to December 26, 2014, unless funds made available under those grants are carried forward into a new federal fiscal year or a continuation grant. 2 C.F.R. § 200.110 increased the threshold dollar amounts for both simplified acquisition costs (\$250,000) and micro-purchases (\$10,000).]~~

I. PURPOSE

The purpose of this policy is to ensure compliance with the requirements of the federal Uniform Grant Guidance regulations by establishing uniform administrative requirements, cost principles, and audit requirements for federal grant awards received by the school district.

II. DEFINITIONS

A. Grants

1. “State-administered grants” are those grants that pass through a state agency such as the Minnesota Department of Education (MDE).
2. “Direct grants” are those grants that do not pass through another agency such as MDE and are awarded directly by the federal awarding agency to the grantee organization. These grants are usually discretionary grants that are awarded by the U.S. Department of Education (DOE) or by another federal awarding agency.

[Note: All of the requirements outlined in this policy apply to both direct grants and state-administered grants.]

- B. “Non-federal entity” means a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient.

- C. “Federal award” has the meaning, depending on the context, in either paragraph 1. or 2. of this definition:
1. a. The federal financial assistance that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 C.F.R. § 200.101 (Applicability); or
 - b. The cost-reimbursement contract under the federal Acquisition Regulations that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 C.F.R. § 200.101 (Applicability).
2. The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (b) of 2 C.F.R. § 200.40 (Federal Financial Assistance), or the cost-reimbursement contract awarded under the federal Acquisition Regulations.
3. “Federal award” does not include other contracts that a federal agency uses to buy goods or services from a contractor or a contract to operate federal-government-owned, contractor-operated facilities.
- D. “Contract” means a legal instrument by which a non-federal entity purchases property or services needed to carry out the project or program under a federal award. The term, as used in 2 C.F.R. Part 200, does not include a legal instrument, even if the non-federal entity considers it a contract, when the substance of the transaction meets the definition of a federal award or subaward.
- E. Procurement Methods
1. “Procurement by micro-purchase” is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (generally ~~\$3,000~~ \$10,000, except as otherwise discussed in 48 C.F.R. Subpart 2.1 or as periodically adjusted for inflation).
 2. “Procurement by small purchase procedures” are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than ~~\$150,000~~ \$250,000 (periodically adjusted for inflation).
 3. “Procurement by sealed bids (formal advertising)” is a publicly solicited and a firm, fixed-price contract (lump sum or unit price) awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price.
 4. “Procurement by competitive proposals” is normally conducted with more

than one source submitting an offer, and either a fixed-price or cost-reimbursement type contract is awarded. Competitive proposals are generally used when conditions are not appropriate for the use of sealed bids.

5. "Procurement by noncompetitive proposals" is procurement through solicitation of a proposal from only one source.
- F. "Equipment" means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which exceeds the lesser of the capitalization level established by the non-federal entity for financial statement purposes, or \$5,000.
- G. "Compensation for personal services" includes all remuneration, paid currently or accrued, for services of employees rendered during the period of performance under the federal award, including, but not necessarily limited to, wages and salaries. Compensation for personal services may also include fringe benefits which are addressed in 2 C.F.R. § 200.431 (Compensation - Fringe Benefits).
- H. "Post-retirement health plans" refer to costs of health insurance or health services not included in a pension plan covered by 2 C.F.R. § 200.431(g) for retirees and their spouses, dependents, and survivors.
- I. "Severance pay" is a payment in addition to regular salaries and wages by the non-federal entities to workers whose employment is being terminated.
- J. "Direct costs" are those costs that can be identified specifically with a particular final cost objective, such as a federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.
- K. "Relocation costs" are costs incident to the permanent change of duty assignment (for an indefinite period or for a stated period not less than 12 months) of an existing employee or upon recruitment of a new employee.
- L. "Travel costs" are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the school district.

III. CONFLICT OF INTEREST

- A. Employee Conflict of Interest. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

The employees, officers, and agents of the school district may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, the school district may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by employees, officers, or agents of the school district.

- B. Organizational Conflicts of Interest. The school district is unable or appears to be unable to be impartial in conducting a procurement action involving the related organization because of relationships with a parent company, affiliate, or subsidiary organization.
- C. Disclosing Conflicts of Interest. The school district must disclose in writing any potential conflict of interest to MDE in accordance with applicable federal awarding agency policy.

IV. ACCEPTABLE METHODS OF PROCUREMENT

- A. General Procurement Standards. The school district must use its own documented procurement procedures which reflect applicable state laws, provided that the procurements conform to the applicable federal law and the standards identified in the Uniform Grant Guidance.
- B. The school district must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- C. The school district's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives and any other appropriate analysis to determine the most economical approach.
- D. The school district must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- E. The school district must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement; selection of the contract type; contractor selection or rejection; and the basis for the contract price.
- F. The school district alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues

include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the school district of any contractual responsibilities under its contracts.

- G. The school district must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- H. Methods of Procurement. The school district must use one of the following methods of procurement:
1. Procurement by micro-purchases. To the extent practicable, the school district must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the school district considers the price to be reasonable.
 2. Procurement by small purchase procedures. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.
 3. Procurement by sealed bids (formal advertising).
 4. Procurement by competitive proposals. If this method is used, the following requirements apply:
 - a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - b. Proposals must be solicited from an adequate number of qualified sources;
 - c. The school district must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
 - d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
 - e. The school district may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method where price is not used as a selection factor can only be used in

procurement of A/E professional services; it cannot be used to purchase other types of services, though A/E firms are a potential source to perform the proposed effort.

5. Procurement by noncompetitive proposals. Procurement by noncompetitive proposals may be used only when one or more of the following circumstances apply:
 - a. The item is available only from a single source;
 - b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - c. The DOE or MDE expressly authorizes noncompetitive proposals in response to a written request from the school district; or
 - d. After solicitation of a number of sources, competition is determined inadequate.

I. Competition. The school district must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When making a clear and accurate description of the technical requirements is impractical or uneconomical, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

J. The school district must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the school district must not preclude potential bidders from qualifying during the solicitation period.

K. Non-federal entities are prohibited from contracting with or making subawards under “covered transactions” to parties that are suspended or debarred or whose principals are suspended or debarred. “Covered transactions” include procurement

contracts for goods and services awarded under a grant or cooperative agreement that are expected to equal or exceed \$25,000.

- L. All nonprocurement transactions entered into by a recipient (i.e., subawards to subrecipients), irrespective of award amount, are considered covered transactions, unless they are exempt as provided in 2 C.F.R. § 180.215.

V. **MANAGING EQUIPMENT AND SAFEGUARDING ASSETS**

- A. Property Standards. The school district must, at a minimum, provide the equivalent insurance coverage for real property and equipment acquired or improved with federal funds as provided to property owned by the non-federal entity. Federally owned property need not be insured unless required by the terms and conditions of the federal award.

The school district must adhere to the requirements concerning real property, equipment, supplies, and intangible property set forth in 2 C.F.R. §§ 200.311, 200.314, and 200.315.

- B. Equipment

Management requirements. Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until disposition takes place will, at a minimum, meet the following requirements:

1. Property records must be maintained that include a description of the property; a serial number or other identification number; the source of the funding for the property (including the federal award identification number (FAIN)); who holds title; the acquisition date; the cost of the property; the percentage of the federal participation in the project costs for the federal award under which the property was acquired; the location, use, and condition of the property; and any ultimate disposition data, including the date of disposition and sale price of the property.
2. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
3. A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft must be investigated.
4. Adequate maintenance procedures must be developed to keep property in good condition.
5. If the school district is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

VI. FINANCIAL MANAGEMENT REQUIREMENTS

- A. Financial Management. The school district's financial management systems, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award, must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the federal statutes, regulations, and the terms and conditions of the federal award.
- B. Payment. The school district must be paid in advance, provided it maintains or demonstrates the willingness to maintain both written procedures that minimize the time elapsing between the transfer of funds and disbursement between the school district and the financial management systems that meet the standards for fund control.

Advance payments to a school district must be limited to the minimum amounts needed and timed to be in accordance with the actual, immediate cash requirements of the school district in carrying out the purpose of the approved program or project. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursements by the non-federal entity for direct program or project costs and the proportionate share of any allowable indirect costs. The school district must make timely payment to contractors in accordance with the contract provisions.

- C. Internal Controls. The school district must establish and maintain effective internal control over the federal award that provides reasonable assurance that the school district is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government," issued by the Comptroller General of the United States, or the "Internal Control Integrated Framework," issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

The school district must comply with federal statutes, regulations, and the terms and conditions of the federal award.

The school district must also evaluate and monitor the school district's compliance with statutes, regulations, and the terms and conditions of the federal award.

The school district must also take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.

The school district must take reasonable measures to safeguard protected personally identifiable information considered sensitive consistent with applicable federal and state laws regarding privacy and obligations of confidentiality.

VII. ALLOWABLE USE OF FUNDS AND COST PRINCIPLES

- A. Allowable Use of Funds. The school district administration and board will enforce appropriate procedures and penalties for program, compliance, and accounting staff responsible for the allocation of federal grant costs based on their allowability and their conformity with federal cost principles to determine the allowability of costs.
- B. Definitions
1. “Allowable cost” means a cost that complies with all legal requirements that apply to a particular federal education program, including statutes, regulations, guidance, applications, and approved grant awards.
 2. “Education Department General Administrative Regulations (EDGAR)” means a compilation of regulations that apply to federal education programs. These regulations contain important rules governing the administration of federal education programs and include rules affecting the allowable use of federal funds (including rules regarding allowable costs, the period of availability of federal awards, documentation requirements, and grants management requirements). EDGAR can be accessed at: <http://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>.
 3. “Omni Circular” or “2 C.F.R. Part 200s” or “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” means federal cost principles that provide standards for determining whether costs may be charged to federal grants.
 4. “Advance payment” means a payment that a federal awarding agency or passthrough entity makes by any appropriate payment mechanism, including a predetermined payment schedule, before the non-federal entity disburses the funds for program purposes.
- C. Allowable Costs. The following items are costs that may be allowable under the 2 C.F.R. Part 200s under specific conditions:
1. Advisory councils;
 2. Audit costs and related services;
 3. Bonding costs;
 4. Communication costs;
 5. Compensation for personal services;
 6. Depreciation and use allowances;

7. Employee morale, health, and welfare costs;
8. Equipment and other capital expenditures;
9. Gains and losses on disposition of depreciable property and other capital assets and substantial relocation of federal programs;
10. Insurance and indemnification;
11. Maintenance, operations, and repairs;
12. Materials and supplies costs;
13. Meetings and conferences;
14. Memberships, subscriptions, and professional activity costs;
15. Security costs;
16. Professional service costs;
17. Proposal costs;
18. Publication and printing costs;
19. Rearrangement and alteration costs;
20. Rental costs of building and equipment;
21. Training costs; and
22. Travel costs.

D. Costs Forbidden by Federal Law. 2 CFR Part 200s and EDGAR identify certain costs that may never be paid with federal funds. The following list provides examples of such costs. If a cost is on this list, it may not be supported with federal funds. The fact that a cost is not on this list does not mean it is necessarily permissible. Other important restrictions apply to federal funds, such as those items detailed in the 2 CFR Part 200s; thus, the following list is not exhaustive:

1. Advertising and public relations costs (with limited exceptions), including promotional items and memorabilia, models, gifts, and souvenirs;
2. Alcoholic beverages;
3. Bad debts;

4. Contingency provisions (with limited exceptions);
5. Fundraising and investment management costs (with limited exceptions);
6. Donations;
7. Contributions;
8. Entertainment (amusement, diversion, and social activities and any associated costs);
9. Fines and penalties;
10. General government expenses (with limited exceptions pertaining to Indian tribal governments and Councils of Government (COGs));
11. Goods or services for personal use;
12. Interest, except interest specifically stated in 2 C.F.R. § 200.441 as allowable;
13. Religious use;
14. The acquisition of real property (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs);
15. Construction (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs); and
16. Tuition charged or fees collected from students applied toward meeting matching, cost sharing, or maintenance of effort requirements of a program.

E. Program Allowability

1. Any cost paid with federal education funds must be permissible under the federal program that would support the cost.
2. Many federal education programs detail specific required and/or allowable uses of funds for that program. Issues such as eligibility, program beneficiaries, caps or restrictions on certain types of program expenses, other program expenses, and other program specific requirements must be considered when performing the programmatic analysis.
3. The two largest federal K-12 programs, Title I, Part A, and the Individuals with Disabilities Education Act (IDEA), do not contain a use of funds section delineating the allowable uses of funds under those programs. In

those cases, costs must be consistent with the purposes of the program in order to be allowable.

F. Federal Cost Principles

1. The Omni Circular defines the parameters for the permissible uses of federal funds. While many requirements are contained in the Omni Circular, it includes five core principles that serve as an important guide for effective grant management. These core principles require all costs to be:
 - a. Necessary for the proper and efficient performance or administration of the program.
 - b. Reasonable. An outside observer should clearly understand why a decision to spend money on a specific cost made sense in light of the cost, needs, and requirements of the program.
 - c. Allocable to the federal program that paid for the cost. A program must benefit in proportion to the amount charged to the federal program – for example, if a teacher is paid 50% with Title I funds, the teacher must work with the Title I program/students at least 50% of the time. Recipients also need to be able to track items or services purchased with federal funds so they can prove they were used for federal program purposes.
 - d. Authorized under state and local rules. All actions carried out with federal funds must be authorized and not prohibited by state and local laws and policies.
 - e. Adequately documented. A recipient must maintain proper documentation so as to provide evidence to monitors, auditors, or other oversight entities of how the funds were spent over the lifecycle of the grant.

G. Program Specific Fiscal Rules. The Omni Circular also contains specific rules on selected items of costs. Costs must comply with these rules in order to be paid with federal funds.

1. All federal education programs have certain program specific fiscal rules that apply. Determining which rules apply depends on the program; however, rules such as supplement, not supplant, maintenance of effort, comparability, caps on certain uses of funds, etc., have an important impact when analyzing whether a particular cost is permissible.
2. Many state-administered programs require local education agencies (LEAs) to use federal program funds to supplement the amount of state, local, and, in some cases, other federal funds they spend on education

costs and not to supplant (or replace) those funds. Generally, the “supplement, not supplant” provision means that federal funds must be used to supplement the level of funds from non-federal sources by providing additional services, staff, programs, or materials. In other words, federal funds normally cannot be used to pay for things that would otherwise be paid for with state or local funds (and, in some cases, with other federal funds).

3. Auditors generally presume supplanting has occurred in three situations:
 - a. School district uses federal funds to provide services that the school district is required to make available under other federal, state, or local laws.
 - b. School district uses federal funds to provide services that the school district provided with state or local funds in the prior year.
 - c. School district uses Title I, Part A, or Migrant Education Program funds to provide the same services to Title I or Migrant students that the school district provides with state or local funds to nonparticipating students.
4. These presumptions apply differently in different federal programs and also in schoolwide program schools. Staff should be familiar with the supplement not supplant provisions applicable to their program.

H. Approved Plans, Budgets, and Special Conditions

1. As required by the Omni Circular, all costs must be consistent with approved program plans and budgets.
2. Costs must also be consistent with all terms and conditions of federal awards, including any special conditions imposed on the school district's grants.

I. Training

1. The school district will provide training on the allowable use of federal funds to all staff involved in federal programs.
2. The school district will promote coordination between all staff involved in federal programs through activities, such as routine staff meetings and training sessions.

- J. Employee Sanctions. Any school district employee who violates this policy will be subject to discipline, as appropriate, up to and including the termination of employment.

VIII. COMPENSATION – PERSONAL SERVICES EXPENSES AND REPORTING

A. Compensation – Personal Services

Costs of compensation are allowable to the extent that they satisfy the specific requirements of the Uniform Grant Guidance and that the total compensation for individual employees:

1. Is reasonable for the services rendered and conforms to the established written policy of the school district consistently applied to both federal and non-federal activities; and
2. Follows an appointment made in accordance with a school district's written policies and meets the requirements of federal statute, where applicable.

Unless an arrangement is specifically authorized by a federal awarding agency, a school district must follow its written non-federal, entitywide policies and practices concerning the permissible extent of professional services that can be provided outside the school district for non-organizational compensation.

B. Compensation – Fringe Benefits

1. During leave.

The costs of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if all of the following criteria are met:

- a. They are provided under established written leave policies;
 - b. The costs are equitably allocated to all related activities, including federal awards; and
 - c. The accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the school district.
2. The costs of fringe benefits in the form of employer contributions or expenses for social security; employee life, health, unemployment, and worker's compensation insurance (except as indicated in 2 C.F.R. § 200.447(d)); pension plan costs; and other similar benefits are allowable, provided such benefits are granted under established written policies. Such benefits must be allocated to federal awards and all other activities in a manner consistent with the pattern of benefits attributable to the individuals or group(s) of employees whose salaries and wages are chargeable to such federal awards and other activities and charged as

direct or indirect costs in accordance with the school district's accounting practices.

3. Actual claims paid to or on behalf of employees or former employees for workers' compensation, unemployment compensation, severance pay, and similar employee benefits (e.g., post-retirement health benefits) are allowable in the year of payment provided that the school district follows a consistent costing policy.
4. Pension plan costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with the written policies of the school district.
5. Post-retirement costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with established written policies of the school district.
6. Costs of severance pay are allowable only to the extent that, in each case, severance pay is required by law; employer-employee agreement; established policy that constitutes, in effect, an implied agreement on the school district's part; or circumstances of the particular employment.

C. Insurance and Indemnification. Types and extent and cost of coverage are in accordance with the school district's policy and sound business practice.

D. Recruiting Costs. Short-term, travel visa costs (as opposed to longer-term, immigration visas) may be directly charged to a federal award, so long as they are:

1. Critical and necessary for the conduct of the project;
2. Allowable under the cost principles set forth in the Uniform Grant Guidance;
3. Consistent with the school district's cost accounting practices and school district policy; and
4. Meeting the definition of "direct cost" in the applicable cost principles of the Uniform Grant Guidance.

E. Relocation Costs of Employees. Relocation costs are allowable, subject to the limitations described below, provided that reimbursement to the employee is in accordance with the school district's reimbursement policy.

F. Travel Costs. Travel costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip, and results in charges consistent with those normally allowed in like

circumstances in the school district's non-federally funded activities and in accordance with the school district's reimbursement policies.

Costs incurred by employees and officers for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the school district in its regular operations according to the school district's written reimbursement and/or travel policies.

In addition, when costs are charged directly to the federal award, documentation must justify the following:

1. Participation of the individual is necessary to the federal award; and
2. The costs are reasonable and consistent with the school district's established travel policy.

Temporary dependent care costs above and beyond regular dependent care that directly results from travel to conferences is allowable provided the costs are:

1. A direct result of the individual's travel for the federal award;
2. Consistent with the school district's documented travel policy for all school district travel; and
3. Only temporary during the travel period.

[Note: Noncompliance. If a school district fails to comply with federal statutes, regulations, or the terms and conditions of a federal award, the DOE or MDE may impose additional conditions, as described in 2 C.F.R. § 200.207 (Specific Conditions). If the DOE or MDE determines that noncompliance cannot be remedied by imposing additional conditions, the DOE or MDE may take one or more of the following actions, as appropriate under the circumstances: 1) Temporarily withhold cash payments pending correction of the deficiency by the school district or more severe enforcement action by the DOE or MDE; 2) Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance; 3) Wholly or partly suspend or terminate the federal award; 4) Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and DOE regulations (or, in the case of MDE, recommend such a proceeding be initiated by the DOE); 5) Withhold further federal awards for the project or program; and/or 6) Take other remedies that may be legally available.]

Legal References: 2 C.F.R. § 200.12 (Capital Assets)
2 C.F.R. § 200.112 (Conflict of Interest)
2 C.F.R. § 200.113 (Mandatory Disclosures)
2 C.F.R. § 200.205(d) (Federal Awarding Agency Review of Risk Posed by Applicants)

2 C.F.R. § 200.212 (Suspension and Debarment)
2 C.F.R. § 200.300(b) (Statutory and National Policy Requirements)
2 C.F.R. § 200.302 (Financial Management)
2 C.F.R. § 200.303 (Internal Controls)
2 C.F.R. § 200.305(b)(1) (Payment)
2 C.F.R. § 200.310 (Insurance Coverage)
2 C.F.R. § 200.311 (Real Property)
2 C.F.R. § 200.313(d) (Equipment)
2 C.F.R. § 200.314 (Supplies)
2 C.F.R. § 200.315 (Intangible Property)
2 C.F.R. § 200.318 (General Procurement Standards)
2 C.F.R. § 200.319(c) (Competition)
2 C.F.R. § 200.320 (Methods of Procurement to be Followed)
2 C.F.R. § 200.321 (Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms)
2 C.F.R. § 200.328 (Monitoring and Reporting Program Performance)
2 C.F.R. § 200.338 (Remedies for Noncompliance)
2 C.F.R. § 200.403(c) (Factors Affecting Allowability of Costs)
2 C.F.R. § 200.430 (Compensation – Personal Services)
2 C.F.R. § 200.431 (Compensation – Fringe Benefits)
2 C.F.R. § 200.447 (Insurance and Indemnification)
2 C.F.R. § 200.463 (Recruiting Costs)
2 C.F.R. § 200.464 (Relocation Costs of Employees)
2 C.F.R. § 200.473 (Transportation Costs)
2 C.F.R. § 200.474 (Travel Costs)

Cross References: MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)
MSBA/MASA Model Policy 210 (Conflict of Interest – School Board Members)
MSBA/MASA Model Policy 210.1 (Conflict of Interest – Charter School Board Members)
MSBA/MASA Model Policy 412 (Expense Reimbursement)
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)
MSBA/MASA Model Policy 701.1 (Modification of School District Budget)
MSBA/MASA Model Policy 702 (Accounting)
MSBA/MASA Model Policy 703 (Annual Audit)



Teacher Contract

The School Board of Independent School District 2180 of the State of Minnesota, Clara City, Minnesota, enters into this agreement, pursuant to M.S. 125.12 as amended, with Christina Werner, a legally qualified and licensed teacher who agrees to teach in the public schools of said district as an Elementary Teacher for the school year 2020-2021.

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

- 1. Basic Services: Said teacher shall faithfully perform the services prescribed by the school board or its designated representative...
2. Duration: This contract is subject to the provision of M.S. 125.12 as amended and to all laws, rules and regulations of the State of Minnesota...
3. Duty Year: The teacher's duty year and vacation days shall be as adopted by the school board...
4. Additional Services: The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular, or other assignments...
5. Reference: This contract shall be subject to the agreement between the school district and the exclusive representative...
6. Special Provision: (Insert here any other contractual provisions).

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

Table with 2 columns: Additional Service, Additional Compensation. Row 1: 1. _____ \$ _____ Row 2: 2. _____ \$ _____

7. In Consideration thereof, the school board agrees to pay said teacher the following annual salary:

\$ 41,500 For Basic Services: BA, year 1
\$ For Additional Services as set forth in paragraph 6
\$ 41,500 Total salary, exclusive of fringe benefits.

Such salary shall be paid as authorized and in such installments during the terms of the year as may be determined by appropriate school board regulation. This contract shall be effective only after it has been authorized by the school board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this 13th day of April, 2020

Teacher: Christina Werner

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

Independent School District No. 2180

Clerk: _____

Chairperson: _____



Teacher Contract

The School Board of Independent School District 2180 of the State of Minnesota, Clara City, Minnesota, enters into this agreement, pursuant to M.S. 125.12 as amended, with Jacklin Hedtke_ a legally qualified and licensed teacher who agrees to teach in the public schools of said district as Elementary Teacher (6th Grade) for the school year 2020-2021.

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

- 1. Basic Services: Said teacher shall faithfully perform the services prescribed by the school board or its designated representative, whether or not such services are specifically described in this contract, abide by the rule and regulations as established by the school board and State Board of Education, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach for the school district as assigned in such grades or subjects for which the teacher has the necessary license.
2. Duration: This contract is subject to the provision of M.S. 125.12 as amended and to all laws, rules and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination and discharge for cause of teachers.
3. Duty Year: The teacher's duty year and vacation days shall be as adopted by the school board, and the teacher agrees to teach on those legal holidays on which the school board is authorized to conduct school if the school board so determines.
4. Additional Services: The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular, or other assignments, subject to established compensation for such services which exceed the services authorized in paragraph 1.
5. Reference: This contract shall be subject to the agreement between the school district and the exclusive representative if any, and the provisions of the Public Employment Labor Relations Act as amended.
6. Special Provision: (Insert here any other contractual provisions).

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

Table with 2 columns: Additional Service, Additional Compensation. Row 1: 1. _____ \$ _____ Row 2: 2. _____ \$ _____

- 7. In Consideration thereof, the school board agrees to pay said teacher the following annual salary:

\$ 44,000 For Basic Services: BA
\$ For Additional Services as set forth in paragraph 6
\$ 44,000 Total salary, exclusive of fringe benefits.

Such salary shall be paid as authorized and in such installments during the terms of the year as may be determined by appropriate school board regulation. This contract shall be effective only after it has been authorized by the school board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this _____ day of _____, _____

Teacher: _____

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

Independent School District No. 2180

Clerk: _____

Chairperson: _____

MACCRAY PUBLIC SCHOOLS

2019-20 EMPLOYMENT AGREEMENT and NOTICE OF ASSIGNMENT (Non-Exempt)

With
Steinwin Eieta

JOB TITLE: Liaison Interpreter
DEPARTMENT: English as a Second Language
REPORTS TO: Principal, English as a Second Language Specialist

JOB SUMMARY

Works with students as directed by the ESL Specialist. Additional supervision of students may be assigned by the principal.

TERMS OF EMPLOYMENT

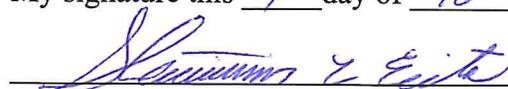
8 Hours – TBD/School Days
Probation Period: 6 months
Wage: \$13.50 per hour
Time/Days: Intermittently
Pay Dates: 15th and 30th of each month
Other fringe benefits per the MACCRAY School Educational Assistant Terms and Conditions of Employment.

EVALUATION

Performance of this job will be evaluated by the Principal, ESL Specialist.

The provisions of the Terms and Conditions of Employment shall be severable, and if any such provision or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of the Terms and Conditions of Employment or the application of any provision thereof.

IN WITNESS WHEREOF, I have subscribed
My signature this 4 day of 16, 2020.


Instructional Assistant

IN WITNESS WHEREOF, we have subscribed
My signature this _____ day of _____, 2020.

School Board Chair

School Board Clerk



Teacher Contract

The School Board of Independent School District 2180 of the State of Minnesota, Clara City, Minnesota, enters into this agreement, pursuant to M.S. 125.12 as amended, with Holly Spicer, a legally qualified and licensed teacher who agrees to teach in the public schools of said district as HS Special Education for the school year 2020-2021.

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

- 1. Basic Services: Said teacher shall faithfully perform the services prescribed by the school board or its designated representative...
2. Duration: This contract is subject to the provision of M.S. 125.12 as amended...
3. Duty Year: The teacher's duty year and vacation days shall be as adopted by the school board...
4. Additional Services: The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular, or other assignments...
5. Reference: This contract shall be subject to the agreement between the school district and the exclusive representative...
6. Special Provision: (Insert here any other contractual provisions).

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

Table with 2 columns: Additional Service, Additional Compensation. Contains two rows for additional services and compensation.

7. In Consideration thereof, the school board agrees to pay said teacher the following annual salary:

\$ 45,200 For Basic Services: BA year 0
\$ For Additional Services as set forth in paragraph 6
\$ 45,200 Total salary, exclusive of fringe benefits.

Such salary shall be paid as authorized and in such installments during the terms of the year as may be determined by appropriate school board regulation. This contract shall be effective only after it has been authorized by the school board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this 17th day of April, 2020
Teacher: Holly Spicer

IN WITNESS THEREOF we have subscribed our signatures this ___ day of ___, ___
Independent School District No. 2180
Clerk:
Chairperson:



Teacher Contract

The School Board of Independent School District 2180 of the State of Minnesota, Clara City, Minnesota, enters into this agreement, pursuant to M.S. 125.12 as amended, with Emily Torkelson a legally qualified and licensed teacher who agrees to teach in the public schools of said district as Elementary Teacher for the school year 2020-2021.

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

- 1. Basic Services: Said teacher shall faithfully perform the services prescribed by the school board or its designated representative...
2. Duration: This contract is subject to the provision of M.S. 125.12 as amended and to all laws, rules and regulations of the State of Minnesota...
3. Duty Year: The teacher's duty year and vacation days shall be as adopted by the school board...
4. Additional Services: The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular, or other assignments...
5. Reference: This contract shall be subject to the agreement between the school district and the exclusive representative if any...
6. Special Provision: (Insert here any other contractual provisions).

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

Table with 2 columns: Additional Service, Additional Compensation. Contains two rows for additional services and their corresponding compensation amounts.

- 7. In Consideration thereof, the school board agrees to pay said teacher the following annual salary:

\$ 42,850 For Basic Services: BA, year 0
\$ For Additional Services as set forth in paragraph 6
\$ 42,850 Total salary, exclusive of fringe benefits.

Such salary shall be paid as authorized and in such installments during the terms of the year as may be determined by appropriate school board regulation. This contract shall be effective only after it has been authorized by the school board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this ___ day of ___, ___

Teacher: _____

IN WITNESS THEREOF we have subscribed our signatures this ___ day of ___, ___

Independent School District No. 2180

Clerk: _____

Chairperson: _____