

**Inver Grove Heights Community Schools**  
**Independent School District 199**  
**2990 - 80th Street East**  
**Inver Grove Heights, Minnesota 55076**  
[www.invergrove.k12.mn.us](http://www.invergrove.k12.mn.us)

Regular Meeting of the School Board  
July 14, 2014  
5:30 P.M.

**District Office Board Room**  
2990 80<sup>th</sup> Street East  
Inver Grove Heights, MN 550764

## **Agenda**

### *School Board Goals*

- *To provide a safe, caring and respectful learning environment;*
- *To develop a financial decision-making process focused on full implementation of the vision and mission of the district;*
- *To assure a district wide system will be in place that places curriculum as a high priority and is articulated Pre-kindergarten through grade 12;*
- *To promote effective and innovative teaching and competent performance by all district staff;*
- *To assure district wide facilities support and enhance innovative teaching and learning needs and requirements;*
- *To assure open and honest communication and to promote community involvement and partnership.*

**I. Call to Order**

**II. Roll Call**

**III. Pledge of Allegiance**

**IV. Approval of Agenda Items**

**V. Visitor/Staff Communication**

A. Visitors or Staff Communication on a Non-Agenda Item

B. Superintendent's Report

C. Committee Reports

1. Membership Reports

- a. Association of Metropolitan Schools (AMSD)
- b. East Metro Integration District (EMID)
- c. Minnesota School Board Association (MSBA)

## **VI. Consent Agenda**

### (A) Approval of the Consent Agenda

- A. To approve the Minutes of the Regular School Board Meeting held on June 23, 2014.
- B. To approve the bills payable from June 19, 2014 through July 10, 2014.
- C. Personnel
  - 1. Certified Resignation/Retirement
    - a. To accept the resignation of Bert Strassburg, Director of Elementary Instruction, effective July 11, 2014.
    - b. To accept the resignation of April Safford, Special Education Teacher, effective June 30, 2014.
  - 2. Classified Resignation/Retirement
    - a. To accept the resignation of Taylor Wagner, Kids' Choice Paraprofessional, effective June 30, 2014.
  - 3. General/Medical Leave
    - a. To approve the revised family medical leave for Jesse Vasquez, Hilltop Elementary School Custodian, effective June 13, 2014 through July 11, 2014.
  - 4. Certified Appointment
    - a. To approve the appointment of Erin Lencowski, 1.0 FTE district wide Early Childhood Special Education Teacher, effective July 1, 2014.
  - 5. Classified Appointment
    - a. To approve the appointment of Julie Coffey, Director of Human Resources, effective July 7, 2014.
    - b. To approve the appointment of Brady Hoffman, Director of Business Services, effective August 1, 2014.
    - c. To approve the appointment of the Community Education Make A Difference Friday Staff.

- d. To approve the appointment of the 2014 Summer Custodian Staff.

## **VII. Business**

- A. (A) To designate seven financial institutions as depositories for the 2014-2015 fiscal year: American Bank, Associated Bank, Bremer Bank, Edward Jones, PMA Financial Network, Inc., US Bank, and Wells Fargo.
- B. (A) To designate district office personnel to perform non-voting duties and functions of the school district's clerk and treasurer provided said personnel shall not be authorized to perform an official signature for either officer.
- C. (A) To authorize the payment of certain claims. The Superintendent and Director of Business Services are authorized to purchase, lease and contract for goods and services within the limitations of the approved budget provided that any transaction in an amount exceeding the minimum amount for which bids are required must first be specifically authorized by the School Board.
- D. (A) To authorize administration of budget according to M.S. 123B.02, Subd. 18, authorization for payment of a claim which cannot be deferred until the next regular board meeting without loss to the district of a discount privilege or in order to expedite vendor payment may be made by the Superintendent or Director of Business Services provided said payment be acted upon at the next regular School Board meeting at which bills are approved for payment and provides that payment made prior to Board approval shall not affect the right of the School Board or a taxpayer to challenge the validity of the claim provided to the Board.
- E. (A) To request for approval of authorized personnel to transfer funds and authorize wire transfers: Dave Bernhardson, Superintendent; Brady Hoffman, Director of Business Services; Bonnie Mantei, Accounts Payable; Jeanette Dalton, Administrative Assistant to the Director of Business Services (with prior written approval of Mr. Bernhardson or Mr. Hoffman only).
- F. (A) To authorize the Superintendent to approve open enrollments.
- G. (A) To approve the school district's continued membership in the Association of Metropolitan School Districts (AMSD) for the 2014-2015 school year at a cost of \$8,611.00.
- H. (A) To approve the school district's membership in the Metro Educational Cooperative Service Unit (Metro ECSU) for the 2014-2015 school year at a cost of \$4,185.70.
- I. (A) To approve the school district's membership in the Minnesota School Boards Association (MSBA) for the 2014-2015 school year at a cost of \$8,620.00.

- J. (A) To approve the 2014-2015 membership in the Minnesota State High School League.
- K. A) To approve the revised 2014-2016 South Saint Paul School Lease Agreement.
- L. (A) To approve the revised 2014-2016 Head Start/CAP Agency Lease Agreement.
- M. (A) To accept the following gifts, grants, and donations to Inver Grove Heights Community Schools:
  - 1. Donation totaling \$500.00 to Simley High School for classroom supplies from Hometown Meats.
  - 2. Donation of a wheelchair with an estimated value of \$1,500.00 to Inver Grove Heights Community Schools from Deb and Greg Rettinger.
  - 3. Donation of a wheelchair with an estimated value of \$1,500.00 to Inver Grove Heights Community Schools from Robert and Terry Richter.

**VIII. Personnel**

- A. (A) To approve the 2014-2015 Teacher Development and Evaluation Joint Agreement.
- B. (A) To approve the 2014-2016 Director of Human Resources Contract.
- C. (A) To approve the 2014-2016 Director of Business Services Contract.

**IX. Additional Items**

**X. Future Items**

**XI. Board Communication**

**XII. Adjournment**

Minutes Approved:

Tom Begich, Clerk: \_\_\_\_\_

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

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**Meeting of:** July 14, 2014

**This agenda item is for:** Consent

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**Purpose:** To approve the Minutes of the Regular School Board Meeting held on June 23, 2014.

**Justification:**

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**Board Policy Considerations:** Policy 204 – School Board Meeting Minutes

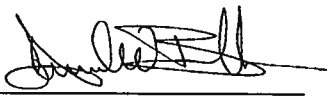
**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

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**Initiator:** Cindy Nordstrom, Board Chair **Date:** July 14, 2014

**Superintendent's Approval:**  **Date:** July 14, 2014

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**Documents Attached:** June 23, 2014 Regular School Board Meeting Minutes.

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**Independent School District 199**  
**2990 - 80th Street East**  
**Inver Grove Heights, Minnesota 55076**  
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Regular Meeting of the School Board  
June 23, 2014  
5:30 P.M.

**District Office Board Room**  
2990 80<sup>th</sup> Street East  
Inver Grove Heights, Minnesota

## **Minutes**

### *School Board Goals*

- *To provide a safe, caring and respectful learning environment;*
- *To develop a financial decision-making process focused on full implementation of the vision and mission of the district;*
- *To assure a district wide system will be in place that places curriculum as a high priority and is articulated Pre-kindergarten through grade 12;*
- *To promote effective and innovative teaching and competent performance by all district staff;*
- *To assure district wide facilities support and enhance innovative teaching and learning needs and requirements;*
- *To assure open and honest communication and to promote community involvement and partnership.*

### **I. Call to Order**

Vice-Chair Mandell called the meeting to order at 5:30 p.m.

### **II. Roll Call**

Members Present: Paul Mandell, Lynette Stensgard, Tom Begich, Mark Westpfahl, and Allen Gerber.

Members Absent: Cindy Nordstrom and Bridget Cronin.

### **III. Pledge of Allegiance**

Vice-Chair Mandell led the Pledge of Allegiance.

### **IV. Approval of Agenda Items**

Motion by Member Stensgard and Second by Member Begich to approve the agenda items.

Motion carried 5-0.

**V. Visitor/Staff Communication**

**A. Superintendent's Report**

1. Ehlers Representative Joel Sutter addressed the Board and provided additional information related to the resolution awarding the sale of school building refunding bonds.
2. Activities Director Will Short presented to the Board his end of the year report providing an overview of all of the highlights and achievements regarding sports and extracurricular activities that happened in the middle school and high school throughout the 2013-2014 school year.
3. Congratulations to Ryan Erhart and Nicholas Koehnen who both received their Eagle Scout on Sunday, May 18th. Requirements include earning at least 21 merit badges and demonstrating Scout Spirit through the Boy Scout Oath and Law, service, and leadership. This includes an extensive service project that the Scout plans, organizes, leads, and manages. Congratulations on this major accomplishment!
4. The annual BEST Foundation Scholarship reception was held in Cahill Court at 6:30 p.m. on May 28. There were 120 scholarships awarded totaling more than \$160,000. Thank you to all scholarship donors and congratulations to all scholarship recipients.
5. Simley graduation took place in the high school gymnasium on June 6 with 261 graduating students. Of those graduates, 257 have chosen post secondary plans for the fall.
6. Simley Theatre was honored at the Hennepin Theatre Trust Spotlight Awards held at the Orpheum Theatre on Sunday, June 8 with the Community Engagement Award. The Community Engagement Award goes to a production (members of cast and crew of Grease) that go above and beyond the performance to make a difference within the community. Congratulations to the cast and crew of Grease!!
7. Exciting news for the Early Learning Program is our renewal application for Pathway II – Early Learning Scholarships has been approved by the Department of Education. The Pathway II scholarship allocation for our program is **\$ 50,153.00**, for SFY 2015 (state fiscal year 2014-2015).

8. Advancement Via Individual Determination (AVID) is a college preparatory system implemented in IGH in grades seven through ten with the mission of closing the achievement gap by preparing all students for college and career readiness. The Eleven Essentials and Certification Self-Study (CSS) were developed to assist AVID schools in the implementation of AVID and provide the AVID Center with information necessary to monitor the quality, consistency, and implementation fidelity of AVID programs around the world. AVID Site Teams at IGHMS and Simley High School worked with their Site Coordinator, Dan Lemke, and the AVID District Director, Jeff Pope, to continually review, monitor, and adjust aspects of the AVID program to become proficient and meet the high standards required in each of the Eleven Essentials. Due to their persistence and dedication to each student's success, I'm pleased to announce both sites have been designated as certified AVID sites after completion and submission of their Certification Self-Study. .

B. Director of Business Services' Report

1. Mr. Mutzenberger presented to the Board the monthly finance report. Expenditures are comparable to last year.

D. Committee Reports

1. Standing Committees
  - a. Facilities: The Committee reviewed the 3 bid results for the card access project. The lowest bidder substituted numerous items that were not acceptable by the District, so the second lowest bidder was selected. Paul Youngquist from ARY provided a budget review and update for each project within the referendum. The Administration presented a prioritized list of deferred maintenance items with the intent of addressing priority one items over the next two years. The Committee approved spending \$1,017,950 from Restricted Fund Balance on deferred maintenance projects including; Upgrading boilers at Pine Bend and Salem Hills, replacing the front steps and rails at Simley High School, creating a handicap accessible playground at Hilltop, along with many other deferred maintenance items. The Committee also reviewed the progress at the Early Learning Center addition to Hilltop Elementary. This building is scheduled to be completed by July 1, 2014.



- b. Finance: Mr. Mutzenberger presented the 2014-2015 budget, which includes the 2014 legislative changes. We are projecting a 10.36% fund balance at the end of June 2015 in the General Fund. The adopted budget will be on the June board agenda for approval. The Committee discussed the lease agreement with the City of Inver Grove Heights. The current lease expires in 2015 and the City has requested a 2 year extension. The extension will allow the city to restructure their debt and create an opportunity for a new and favorable lease arrangement in the future. The Administration presented a 2 year lease agreement with South St. Paul and Head Start/Cap Agency to lease space in the new Early Learning Center for the birth to three early learning program.
  
- c. Personnel: The Administration updated the Committee on 2 outstanding grievances, one with EMIGH and the other with EMIGH-Kids Choice. The Committee approved a letter of continuance for the Director contracts, as some have expired and others will expire on June 30, 2014. These contracts will be negotiated during the summer and brought to the board for approval in August. The Committee reviewed the updated Director of Business Services job description. They also discussed the job posting and acceptance of applications until June 30, 2014.

## **VI. Consent Agenda**

Motion by Member Stensgard and second by Member Begich to approve the Consent Agenda as presented.

- A. Approved the Minutes of the Regular School Board Meeting held on May 19, 2014.
- B. Approved the bills payable from May 15, 2014 through June 18, 2014.
- C. Personnel
  - 1. Certified Resignation/Retirement
    - a. Accepted the resignation of Rachel Kuenzli, Hilltop Elementary School Speech Pathologist, effective June 5, 2014.
  - 2. Classified Resignation/Retirement
    - a. Accepted the resignation of Kathy Glassing, Pine Bend Elementary School Lunchroom Monitor, effective June 5, 2014.

- b. Accepted the resignation of Sherine Mashni, Inver Grove Heights Elementary School Lunchroom Monitor, effective May 22, 2014.
  - c. Accepted the resignation of Jason Mutzenberger, Director of Business Services, effective June 30, 2014.
  - d. Accepted the resignation of Theodore Richardville, Simley High School Special Education Paraprofessional, effective June 5, 2014.
  - e. Accepted the resignation of Jermaine Wiley-Clomon, Salem Hills Elementary School Special Education Paraprofessional, effective June 5, 2014.
3. General/Medical Leave
- a. Approved the revised family medical leave for Ashley Leseman, Pine Bend Elementary School Teacher, effective April 29, 2014 through June 3, 2014.
  - b. Approved the family medical leave for Jennifer Barrett, Community Education Early Learning Coach, effective September 26, 2014 through January 5, 2015.
  - c. Approved the family medical leave for Kirsten Armbrust, Inver Grove Heights Middle School Teacher, effective September 2, 2014 through November 26, 2014.
4. Classified Appointment
- a. Approved the appointment of Frank Belmares, Hilltop Elementary School Custodian, effective May 12, 2014.
  - b. Approved the appointment of Dustin Farrell, Hilltop Elementary School Custodian, effective June 2, 2014.
  - c. Approved the appointment of Richard Mix, Inver Grove Heights Middle School Custodian, effective May 12, 2014.
  - d. Approved the appointment of the 2014 Summer Inver Grove Heights Middle School Youth Center Staff.
  - e. Approved the appointment of the 2014 Special Services Summer School Staff.
  - f. Approved the appointment of the 2014 Summer Academy Staff.

- g. Approved the appointment of the 2014 Inver Grove Heights Middle School and Simley High School Summer School Staff.
- h. Approved the appointment of Krissy Mondelli and Paul Peterson as the 2014 Summer Band Instructors.
- i. To acknowledge the disclosure of employment and supervision of relatives for Andres Losinski and Abbie Losinski; Terry Jones Jr. and DeAndre Jones; William T. Sarff and Belle Sarff; Vincent Belmares and Frank Belmares; Alexander Oase and Robert Oase; Lisa Brandon and David Brandon.

Motion carried 5-0.

## **VII. Business**

- A. Motion by Member Stensgard and Second by Member Mandell to approve the All Funds Budget for 2014-2015.

Motion carried 5-0.

- B. Motion by Member Begich and Second by Member Stensgard to approve the adult school meal price increase for the 2014-2015 school year.

Motion carried 5-0.

- C. Motion by Member Begich and Second by Member Stensgard to approve the Community Education Preschool fee increase for the 2014-2015 school year.

Motion carried 5-0.

- D. Motion by Member Stensgard and Second by Member Westpfahl to approve the 2014-2016 South Saint Paul School Lease Agreement.

Motion carried 5-0.

- E. Motion by Member Stensgard and Second by Member Begich to approve the 2014-2016 Head Start/CAP Agency Lease Agreement.

Motion carried 5-0.

- F. Motion by Member Westpfahl and Second by Member Begich to award the bid for the 2014 Inver Grove Heights District Wide Card Access Systems project including alternate #1 and alternate #2 to Total Construction, in the amount of \$172,600.00.

Motion carried 5-0.

- G. Motion by Member Stensgard and Second by Member Mandell to approve the resolution relating to approving intermediate school district no. 917's health and safety program budget and authorizing the inclusion of a proportionate share of those projects in the district's application for health and safety revenue.

Motion carried 5-0.

- H. Motion by Member Begich and Second by Member Stensgard to adopt the 2014, 2015, 2016 Minnesota Department of Education required Health and Safety Budget.

Motion carried 5-0.

- I. Motion by Member Begich and Second by Member Stensgard to approve resolution awarding the sale, determining the form and details, authorizing the execution, delivery, and registration, and providing for the payment of general obligation school building refunding bonds, series 2014b.

Motion carried 5-0.

- J. Motion by Member Westpfahl and Second by Member Begich to accept the following gifts and donations to Inver Grove Heights Community Schools:

1. Donation totaling \$123.84 to Inver Grove Heights Middle School from the Wells Fargo Educational Matching Gift Program.
2. Donation totaling \$123.84 to Inver Grove Heights Middle School from the Wells Fargo Community Support Campaign.

Motion carried 5-0.

### **VIII. Personnel**

- A. Motion by Member Stensgard and Second by Member Begich to approve the 2014 – 2015 Cultural Liaison contract.

Motion carried 5-0.

- B. Motion by Member Begich and Second by Member Westpfahl to approve the 2013 – 2015 Paraprofessional contract.

Motion carried 5-0.

**IX. Adjournment**

A. Motion by Member Westpfahl and Second by Member Begich to adjourn.

Motion carried 5-0.

The Board adjourned at 6:45 p.m.

Minutes Approved:

Tom Begich, Clerk:

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

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**Meeting of:** July 14, 2014

**This agenda item is for:** Consent

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**Purpose:** To approve the bills payable from June 19, 2014 through July 10, 2014.

**Justification:** Bills payable are to be approved by the School Board.

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**Board Policy Considerations:** Policy 203.6 – Consent Agenda

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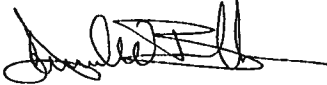
**Budget Considerations:** District Budget

**Estimated Contract Cost:**

**Budget Code:**

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**Initiator:** Dave Bernhardson, Superintendent **Date:** July 14, 2014

**Superintendent's Approval:**  **Date:** July 14, 2014

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**Documents Attached:** Board Bills Report from June 19, 2014 through July 10, 2014.

## ISD 199 CHECK REGISTER REPORT

June 19, 2014 - July 10, 2014

Check Number	Payment Type	Check Date	Check Amount	Vendor Number	Vendor Name
172543	Standard	06/20/14	491.00	03973	ALL STAR ROLLOFF, INC.
172544	Standard	06/20/14	632.84	09049	ALLWEATHER ROOF
172545	Standard	06/20/14	450.00	06541	AMERICAN INSTITUTES FOR RESEARCH
172546	Standard	06/20/14	2,112.00	02648	CMERDC
172547	Standard	06/20/14	2,285.00	22926	CPI
172548	Standard	06/20/14	642.24	03703	DAKOTA COUNTY FINANCIAL SVCS
172549	Standard	06/20/14	248.15	02357	GOODIN COMPANY
172550	Standard	06/20/14	256.20	10024	HANCE UTILITY SERVICES, INC.
172551	Standard	06/20/14	10.00	02021	KAT-KEY'S
172552	Standard	06/20/14	160.00	02869	KIRK ACOUSTICS, INC.
172553	Standard	06/20/14	202.50	03030	LOFFLER COMPANIES, INC.
172554	Standard	06/20/14	1,045.00	07898	MEDICINE LAKE TOURS
172555	Standard	06/20/14	356.40	22921	MHS INC
172556	Standard	06/20/14	1,386.91	01866	MOORE MEDICAL CORPORATION
172557	Standard	06/20/14	16,650.00	04780	NTNL URBAN ALLIANCE FOR EFFECTIVE
172558	Standard	06/20/14	20,600.00	04716	PACIFIC EDUCATIONAL GROUP
172559	Standard	06/20/14	4,007.07	01786	RATWIK, ROSZAK & MALONEY, P.A.
172560	Standard	06/20/14	23,273.00	04237	SOLUTION TREE
172561	Standard	06/20/14	750.00	00360	SOUTHEAST SERVICE COOPERATIVE
172562	Standard	06/20/14	854.75	02565	TEAM SPORTING GOODS, INC.
172563	Standard	06/20/14	21,458.49	00145	TIES
172564	Standard	06/20/14	529.67	21458	ULINE
172565	Standard	06/25/14	89.80	04605	AAA ALL CITY VACUUM
172566	Standard	06/25/14	69.00	00635	AMERICAN LIBRARY ASSOCIATION
172567	Standard	06/25/14	7,636.90	02566	APPLE COMPUTER, INC.
172568	Standard	06/25/14	262.50	23169	AV for YOU
172569	Standard	06/25/14	364.00	08799	BARNES & NOBLE
172570	Standard	06/25/14	831.60	22923	CENGAGE LEARNING
172571	Standard	06/25/14	170.00	23176	CHATTARD, DEJA
172572	Standard	06/25/14	24.75	21753	COMCAST
172573	Standard	06/25/14	161.45	03786	CULLIGAN WATER
172574	Standard	06/25/14	300.00	02774	DAKOTA COUNTY EXTENSION
172575	Standard	06/25/14	117.20	08640	DELTA EDUCATION, INC.
172576	Standard	06/25/14	375.00	05241	DEWALD, RINA C.
172577	Standard	06/25/14	324.00	02631	DSD
172578	Standard	06/25/14	305.28	00150	EXPRESS AUTO PARTS
172579	Standard	06/25/14	7,380.00	06886	FILEWAVE (USA), INC.
172580	Standard	06/25/14	398.90	07624	FOLLETT SCHOOL SOLUTIONS, INC
172581	Standard	06/25/14	587.50	04792	GIBBS MUSEUM
172582	Standard	06/25/14	300.00	00076	GLASSING FLORISTS
172583	Standard	06/25/14	101.60	00084	GROTH MUSIC CO
172584	Standard	06/25/14	2,502.84	02862	HASTINGS BUS COMPANY
172585	Standard	06/25/14	959.00	02862	HASTINGS BUS COMPANY
172586	Standard	06/25/14	128.75	21447	HOGLUND BUS
172587	Standard	06/25/14	16.00	00051	INTERMEDIATE SCHOOL DIST 917
172588	Standard	06/25/14	1,868.00	01763	JERRY'S IMPRESSIONS, INC.
172589	Standard	06/25/14	315.54	09410	JOSTENS, INC

172590	Standard	06/25/14	5,200.00	04624	KCB PROPERTIES
172591	Standard	06/25/14	31.49	03243	KROEZE, CHRISTINE
172592	Standard	06/25/14	649.00	22623	LAKES COUNTRY SERVICE COOPERATIVE
172593	Standard	06/25/14	297.18	02408	LAWSON PRODUCTS, INC.
172594	Standard	06/25/14	1,113.84	04781	LIFESPAN OF MINNESOTA
172595	Standard	06/25/14	566.73	10016	LINK INTERPRET
172596	Standard	06/25/14	1,262.89	03030	LOFFLER COMPANIES, INC.
172597	Standard	06/25/14	339.43	03030	LOFFLER COMPANIES, INC.
172598	Standard	06/25/14	5,004.38	08924	LONE OAK GRAPHICS, INC.
172599	Standard	06/25/14	1,844.00	23177	LYCRA SOLUTIONS
172600	Standard	06/25/14	21,623.75	06616	MERIDIAN CONSULTING GROUP, LLC
172601	Standard	06/25/14	15.00	08716	METRO ECSU
172602	Standard	06/25/14	510.00	01866	MOORE MEDICAL CORPORATION
172603	Standard	06/25/14	2,175.00	06106	McMONIGAL, MICHELLE
172604	Standard	06/25/14	107.43	01174	NORTH CENTRAL PARTS & SERVICE
172605	Standard	06/25/14	1,198.96	21362	OFFICE DEPOT, INC
172606	Standard	06/25/14	16.90	04979	PAXTON/PATTERSON
172607	Standard	06/25/14	246.50	03744	PENN STATE INDUSTRIES
172608	Standard	06/25/14	1,836.00	23094	PETERSON, MEREDITH
172609	Standard	06/25/14	653.25	00169	PITNEY BOWES, INC.
172610	Standard	06/25/14	1,078.00	23149	PROCOMPUTING CORPORATION
172611	Standard	06/25/14	4,000.00	07902	PURCHASE POWER
172612	Standard	06/25/14	12,667.00	23170	RESEARCH FOR BETTER TEACHING, INC
172613	Standard	06/25/14	199.80	00867	ROBERTS EYEWEAR
172614	Standard	06/25/14	138.94	03912	ROCKLER
172615	Standard	06/25/14	4,369.97	01606	SIMLEY ATHLETIC ACTIVITY A/C
172616	Standard	06/25/14	544.00	06197	SOUTH EAST TOWING INC
172617	Standard	06/25/14	1,030.00	00436	ST PAUL PIONEER PRESS
172618	Standard	06/25/14	3,298.00	07612	STRATEGIC SOURCE
172619	Standard	06/25/14	897.86	02565	TEAM SPORTING GOODS, INC.
172620	Standard	06/25/14	135.37	04648	TELIN TRANSPORTATION GROUP
172621	Standard	06/25/14	51.80	04452	THERAPRO INC
172622	Standard	06/25/14	26,848.19	00145	TIES
172623	Standard	06/25/14	7,480.00	00145	TIES
172624	Standard	06/25/14	35,908.18	02018	US FOODSERVICE, INC.
172625	Standard	06/25/14	46,056.09	00159	XCEL
172626	Standard	06/25/14	4,945.00	08768	XEROX FINANCIAL SERVICES
172634	Standard	06/30/14	79.45	00632	ABC RENTALS
172635	Standard	06/30/14	531.02	00040	ACE HARDWARE & PAINT #5
172636	Standard	06/30/14	15,268.65	04667	AGROPUR, INC
172637	Standard	06/30/14	311.64	07809	AIRGAS USA, LLC
172638	Standard	06/30/14	1,027.39	03973	ALL STAR ROLLOFF, INC.
172639	Standard	06/30/14	9.84	07371	AMAZON/GE MONEY BANK
172640	Standard	06/30/14	3,224.00	03424	ASPEN EQUIPMENT CO.
172641	Standard	06/30/14	667.94	06248	AT&T MOBILITY
172642	Standard	06/30/14	12,991.00	07369	AVID CENTER
172643	Standard	06/30/14	159.80	09154	BARNES & NOBLE, INC
172644	Standard	06/30/14	1,403.39	06436	BEARCOM
172645	Standard	06/30/14	1,317.75	03497	BELDE BUILDING MAINT CORP
172646	Standard	06/30/14	7,312.70	06978	BERGIN FRUIT COMPANY, INC.
172647	Standard	06/30/14	1,168.02	22521	CAPSTONE PRESS
172648	Standard	06/30/14	15.91	21753	COMCAST
172649	Standard	06/30/14	177.00	23223	CONTRACTORS & SURVEYORS SUPPLY
172650	Standard	06/30/14	361.72	00876	CRAWFORD DOOR SALES CO
172651	Standard	06/30/14	10.23	03786	CULLIGAN WATER
172652	Standard	06/30/14	169.50	09207	DEX MEDIA EAST



172653	Standard	06/30/14	1,095.00	06412	ECM PUBLISHERS, INC.
172654	Standard	06/30/14	96.87	04822	EPICURE DIGITAL SYSTEMS
172655	Standard	06/30/14	416.44	01389	FLAGHOUSE INC.
172656	Standard	06/30/14	458.98	03457	FORKLIFTS OF MINNESOTA, INC.
172657	Standard	06/30/14	7,009.17	23069	FRIESZ, JOHANNA M.
172658	Standard	06/30/14	349.52	08698	GERTENS
172659	Standard	06/30/14	6,341.32	00081	GRAINGER
172660	Standard	06/30/14	7.05	04011	GRAYBAR ELECTRIC COMPANY, INC.
172661	Standard	06/30/14	329.00	00084	GROTH MUSIC CO
172662	Standard	06/30/14	380.50	04668	GROUP HEALTH INC. - WORKSITE
172663	Standard	06/30/14	415.00	06591	H&B SPECIALIZED PRODUCTS, INC.
172664	Standard	06/30/14	575.90	02862	HASTINGS BUS COMPANY
172665	Standard	06/30/14	583.62	07626	HERC-U-LIFT
172666	Standard	06/30/14	130.00	23111	HIRTE, DIANA
172667	Standard	06/30/14	289.69	02533	HOME DEPOT CREDIT SERVICES
172668	Standard	06/30/14	26,360.00	01018	IND SCHOOL DISTRICT #197
172669	Standard	06/30/14	10,227.98	06573	IND SCHOOL DISTRICT #197
172670	Standard	06/30/14	23.22	00106	INVER GROVE HEIGHTS, CITY OF
172671	Standard	06/30/14	1,732.85	23080	K12 TRANSPORTATION MANAGEMENT SERVICES
172672	Standard	06/30/14	1,593.75	07926	KELLY, KATE
172673	Standard	06/30/14	12,210.00	07792	KIDCREATE STUDIO
172674	Standard	06/30/14	1,500.00	07179	L'ALLIER CONCRETE, INC.
172675	Standard	06/30/14	11,267.46	07553	LIFETOUCH NSS ACCTS RECEIVABLE
172676	Standard	06/30/14	228.00	10016	LINK INTERPRET
172677	Standard	06/30/14	238.07	03030	LOFFLER COMPANIES, INC.
172678	Standard	06/30/14	215.05	00651	MEDICAL DISPOSAL SYSTEMS
172679	Standard	06/30/14	53,771.70	06616	MERIDIAN CONSULTING GROUP, LLC
172680	Standard	06/30/14	600.00	06964	MILLER, JEAN DR.
172681	Standard	06/30/14	53.53	03507	MINVALCO INC
172682	Standard	06/30/14	100.00	08887	MN DEPART OF LABOR & INDUSTRY
172683	Standard	06/30/14	188.74	02897	MOBILE MINI, INC.
172684	Standard	06/30/14	3,000.00	04780	NTNL URBAN ALLIANCE FOR EFFECTIVE EDUCATION
172685	Standard	06/30/14	0.00	04190	VOID
172686	Standard	06/30/14	60.00	07962	NIX, PATRICIA
172687	Standard	06/30/14	20.31	21362	OFFICE DEPOT, INC
172688	Standard	06/30/14	216.82	21375	OFFICE OF MN IT SERVICES
172689	Standard	06/30/14	75.00	23225	OKEY, KAY
172690	Standard	06/30/14	152.10	04979	PAXTON/PATTERSON
172691	Standard	06/30/14	109.00	03782	PLUNKETT'S PEST CONTROL
172692	Standard	06/30/14	7.13	02660	PREMIUM WATER INC
172693	Standard	06/30/14	4,358.05	02721	REPUBLIC SERVICES
172694	Standard	06/30/14	75.00	09200	ROSS, ROBIN
172695	Standard	06/30/14	360.98	02027	SAFETY-KLEEN SYSTEMS, INC.
172696	Standard	06/30/14	899.00	07628	SCHOOL HEALTH CORPORATION
172697	Standard	06/30/14	102.00	04885	SHEL'S AUTO ELECTRIC
172698	Standard	06/30/14	1,575.00	07238	SHRED IT
172699	Standard	06/30/14	105,712.71	00934	SPECIAL SCHOOL DISTRICT #6
172700	Standard	06/30/14	1,221.30	03619	SUMMER FUN GOLF, LLC
172701	Standard	06/30/14	286.95	00282	TARGET BANK
172702	Standard	06/30/14	2,097.50	03798	TDS METROCOM - MN
172703	Standard	06/30/14	369.06	02723	THYSSENKRUPP ELEVATOR CORPORATION
172704	Standard	06/30/14	15,943.00	02232	TIERNEY BROTHERS, INC.
172705	Standard	06/30/14	17,689.20	02232	TIERNEY BROTHERS, INC.
172706	Standard	06/30/14	209.20	06766	TOLL GAS & WELDING SUPPLY
172707	Standard	06/30/14	3,161.71	08718	TOTAL CONSTRUCTION & EQUIP INC

172708	Standard	06/30/14	238.77	07392	TRACTOR SUPPLY COMPANY
172709	Standard	06/30/14	612.67	06528	TRUGREEN PROCESSING CENTER
172710	Standard	06/30/14	529.67	21458	ULINE
172711	Standard	06/30/14	980.40	07967	VERIZON WIRELESS
172712	Standard	06/30/14	233.39	07967	VERIZON WIRELESS
172713	Standard	06/30/14	651.40	06689	VIKING ELECTRIC SUPPLY, INC.
172714	Standard	06/30/14	520.00	07212	W.L. HALL CO
172715	Standard	06/30/14	392.87	06831	WALMART BUSINESS
172716	Standard	06/30/14	290.28	00159	XCEL
172720	Standard	06/27/14	185.00	22069	ABBOTT, TONY
172721	Standard	06/27/14	370.00	21298	ALLAIRE, CLAUDIN
172722	Standard	06/27/14	185.00	22168	ALLEN, SHELLY
172723	Standard	06/27/14	185.00	22644	ALTIER, GENEVIERE
172724	Standard	06/27/14	185.00	3526	ANDERSON, DIANE
172725	Standard	06/27/14	185.00	6748	BIELEJESKI, ANNE
172726	Standard	06/27/14	185.00	22076	BALK, BRIAN
172727	Standard	06/27/14	185.00	21560	BAUER, KATHRYN
172728	Standard	06/27/14	185.00	22618	BEEKMAN, MARVIN
172729	Standard	06/27/14	185.00	22987	BELMARES, VANESSA
172730	Standard	06/27/14	185.00	22543	BENISH, ANDREW
172731	Standard	06/27/14	185.00	22902	BENZ, JANA
172732	Standard	06/27/14	185.00	20075	BIEBERT, DEAN
172733	Standard	06/27/14	185.00	23180	BELFIELD, BILL
172734	Standard	06/27/14	185.00	23181	BONCICH, MARYAURY
172735	Standard	06/27/14	113.35	23183	CARROLL, LYNN
172736	Standard	06/27/14	185.00	23184	CHACA, STEPHANIE
172737	Standard	06/27/14	185.00	23185	DUCLOS, JON
172738	Standard	06/27/14	185.00	23186	DUDEK, TIM
172739	Standard	06/27/14	185.00	23187	FERGUSON, ELISE
172740	Standard	06/27/14	185.00	23188	OLSON, VANESSA
172741	Standard	06/27/14	185.00	23189	GARCIA, JOHN
172742	Standard	06/27/14	185.00	23190	GEFFRE, ADAM
172743	Standard	06/27/14	185.00	23191	KIMMEL, BETHANY
172744	Standard	06/27/14	370.00	23192	D'VALLE, LIZ
172745	Standard	06/27/14	185.00	23193	JOHNSON, KEVIN
172746	Standard	06/27/14	185.00	23194	KITTLESON, TAMMY
172747	Standard	06/27/14	185.00	23195	LESSARD, JEFF
172748	Standard	06/27/14	185.00	23196	LOWELL, JEFF
172749	Standard	06/27/14	185.00	23197	MALMGREN, TARAH
172750	Standard	06/27/14	185.00	23198	MCNAIR, KEVIN
172751	Standard	06/27/14	185.00	23199	MILOSCH, MICHAEL
172752	Standard	06/27/14	185.00	23200	NGOBEH, JESTINA
172753	Standard	06/27/14	185.00	23201	MYRLIE, JASON
172754	Standard	06/27/14	185.00	23202	AHMED, ABDULLAHI
172755	Standard	06/27/14	185.00	23027	BLANCHARD, KATHRYN
172756	Standard	06/27/14	185.00	23043	BOEHM, RACHEL
172757	Standard	06/27/14	185.00	22545	BONFE, PETER
172758	Standard	06/27/14	185.00	23050	BORGESON, JULIE
172759	Standard	06/27/14	185.00	2046	HAPKA, BRAD
172760	Standard	06/27/14	370.00	3775	O'BRIEN, RICK
172761	Standard	06/27/14	185.00	7068	BRAUN, ANNIE
172762	Standard	06/27/14	185.00	7794	CARBONE, THOMAS
172763	Standard	06/27/14	370.00	22709	BREWER, DANIEL
172764	Standard	06/27/14	370.00	22071	BROWN, MARILU
172765	Standard	06/27/14	185.00	22984	BURBUL, JOSHUA
172766	Standard	06/27/14	156.66	21992	BURROWS, PAUL

172767	Standard	06/27/14	370.00	21553	CADWALLANDER, MARGARET
172768	Standard	06/27/14	185.00	22647	CAPPAUL, PATTI
172769	Standard	06/27/14	185.00	22900	CARLSON, ROSS
172770	Standard	06/27/14	370.00	22173	CARNEY, CRAIG
172771	Standard	06/27/14	185.00	23041	CARPENTER, JENNIFER
172772	Standard	06/27/14	185.00	23023	CLAUDE, JEN
172773	Standard	06/27/14	370.00	21331	COSS, TIM
172774	Standard	06/27/14	185.00	22991	CRUZ, ROSANNA
172775	Standard	06/27/14	185.00	22057	DAVIS, KEVIN
172776	Standard	06/27/14	185.00	22962	DEAUSTIN, KRIS
172777	Standard	06/27/14	185.00	22986	DENNIS, MERIDITH
172778	Standard	06/27/14	185.00	23226	DENNIS, BREANA
172779	Standard	06/27/14	185.00	23051	DINCER, MALCOLM
172780	Standard	06/27/14	185.00	22571	DITTMAN, DAVID
172781	Standard	06/27/14	185.00	23029	DUCKETT, ALISHA
172782	Standard	06/27/14	185.00	23005	DUDLEY, SARAH
172783	Standard	06/27/14	185.00	22830	DZIEWECZYNSKI, BRIAN
172784	Standard	06/27/14	185.00	21279	EGGING, MARY
172785	Standard	06/27/14	185.00	22913	ELSNER, ERIC
172786	Standard	06/27/14	185.00	22410	EVANS, MARK
172787	Standard	06/27/14	185.00	22603	FARLEY, SHELLY
172788	Standard	06/27/14	185.00	23022	FIER, MARY
172789	Standard	06/27/14	185.00	22704	FRAHM, MATTHEW
172790	Standard	06/27/14	185.00	22493	GADNIS, ASHISH
172791	Standard	06/27/14	185.00	22658	GARCIA, JODIE
172792	Standard	06/27/14	185.00	22431	GEFFRE, DAVID
172793	Standard	06/27/14	370.00	22085	GELLERMAN, KEVIN
172794	Standard	06/27/14	185.00	21669	GERTEN, GLEN
172795	Standard	06/27/14	185.00	22058	GLOVER, GREIG
172796	Standard	06/27/14	185.00	22605	GOEBEL, ELIZABETH
172797	Standard	06/27/14	185.00	22097	GORMAN, JOHN
172798	Standard	06/27/14	185.00	22251	GRAMS, BLAKE
172799	Standard	06/27/14	185.00	22909	GREINER, ANGELA
172800	Standard	06/27/14	185.00	22150	GULLERUD, ELIZABETH
172801	Standard	06/27/14	370.00	22186	GURGEL, MARTINA
172802	Standard	06/27/14	185.00	22066	HOFFMANN, BENNETT
172803	Standard	06/27/14	185.00	21994	HUBERTY, PETER
172804	Standard	06/27/14	185.00	22263	HURLEY, JUDITH
172805	Standard	06/27/14	185.00	23035	IGO, PETER
172806	Standard	06/27/14	131.53	23204	RILEY, JAMES
172807	Standard	06/27/14	185.00	23206	RODRIGUEZ, ABBEY
172808	Standard	06/27/14	185.00	23207	RODRIGUEZ, RODRIGO
172809	Standard	06/27/14	185.00	23208	ROHRER, TODD
172810	Standard	06/27/14	185.00	23209	ROSENBERGER, JENNIFER
172811	Standard	06/27/14	185.00	23210	SCHMITT, KEITH
172812	Standard	06/27/14	185.00	23211	SCHULTZ, DAVID
172813	Standard	06/27/14	185.00	23212	SIEG, DEREK
172814	Standard	06/27/14	185.00	23213	SMALLIDGE, STEVE
172815	Standard	06/27/14	185.00	23214	STEFFENHAGEN MATTHEW
172816	Standard	06/27/14	185.00	23215	SWANSON, DENNIS
172817	Standard	06/27/14	185.00	23216	TANNER, NEASHA
172818	Standard	06/27/14	185.00	23217	BURNS, SUSAN
172819	Standard	06/27/14	185.00	23218	WILLIAMS, THOMAS
172820	Standard	06/27/14	185.00	23219	WOLTMAN, TROY
172821	Standard	06/27/14	185.00	22086	JANSEN, JOSEPH
172822	Standard	06/27/14	185.00	22831	JOHNSON, MERILEE

172823	Standard	06/27/14	185.00	23044	JOHNSON, PAUL
172824	Standard	06/27/14	185.00	22011	JONES, CHARLES
172825	Standard	06/27/14	185.00	7589	JONES, WARREN
172826	Standard	06/27/14	185.00	22351	JUDGE, DAVID
172827	Standard	06/27/14	185.00	22832	KEEGSTRA, JULIE
172828	Standard	06/27/14	185.00	23030	KELECIC, JEAN
172829	Standard	06/27/14	185.00	22963	KIRCHERT, BLAKE
172830	Standard	06/27/14	185.00	22364	KISCH, KIMBERLY
172831	Standard	06/27/14	370.00	22177	KISHISH, DAVID
172832	Standard	06/27/14	185.00	22600	KLEMZ, KERRI
172833	Standard	06/27/14	185.00	23220	KNABLE-COX, KATY
172834	Standard	06/27/14	185.00	21176	KOURY, PAUL
172835	Standard	06/27/14	185.00	21548	KOWITZ, KEVIN
172836	Standard	06/27/14	185.00	23045	KRUSE, NATHAN
172837	Standard	06/27/14	185.00	22155	KUEFLER, DARIAN
172838	Standard	06/27/14	370.00	22248	KULIK, TONY
172839	Standard	06/27/14	185.00	23024	LAFRANCE, LISA
172840	Standard	06/27/14	185.00	22964	LANE, SARAH
172841	Standard	06/27/14	185.00	22972	LEE, NORDENE
172842	Standard	06/27/14	185.00	22994	LEVESSEUR, PAMELA
172843	Standard	06/27/14	185.00	22995	LEWANDOWSKI, JENNIFER
172844	Standard	06/27/14	370.00	22254	LINK, GREGG
172845	Standard	06/27/14	370.00	22915	LOPEZ, GLORIA
172846	Standard	06/27/14	158.27	21993	MAILAND, GREG
172847	Standard	06/27/14	185.00	22631	MANNETTER, BRIDGET
172848	Standard	06/27/14	185.00	22404	MARTIN, JAMES
172849	Standard	06/27/14	185.00	22152	MCCOY, MARK
172850	Standard	06/27/14	185.00	22508	MCNEELY, SUSAN
172851	Standard	06/27/14	153.45	22978	MEKENYE, BARBARA
172852	Standard	06/27/14	185.00	22630	MELLING DANIEL
172853	Standard	06/27/14	185.00	23042	MENDEZ, CHRISTINA
172854	Standard	06/27/14	185.00	22661	MENDEZ, TAMMY
172855	Standard	06/27/14	370.00	22660	MENDEZ, TINA
172856	Standard	06/27/14	185.00	22452	MILER, LAURE
172857	Standard	06/27/14	185.00	22560	MOEN, KYLE
172858	Standard	06/27/14	185.00	22910	MOLNER, GREGORY
172859	Standard	06/27/14	185.00	22911	MOMAN, KIZZIE
172860	Standard	06/27/14	185.00	22714	MOONEY, JOHN
172861	Standard	06/27/14	185.00	22989	MORENO, SOPHIA
172862	Standard	06/27/14	185.00	22512	MORSE, BRAD
172863	Standard	06/27/14	185.00	22434	MORSE, ERIC
172864	Standard	06/27/14	337.92	22157	MULVIHILL, JEROME
172865	Standard	06/27/14	555.00	22632	MCSWEENEY, SHAYNA
172866	Standard	06/27/14	370.00	22981	NEUMANN, SCOTT
172867	Standard	06/27/14	185.00	21922	NEWELL, STEPHEN
172868	Standard	06/27/14	185.00	23046	NIED, JAY
172869	Standard	06/27/14	185.00	22443	NOTEMANN, PAUL
172870	Standard	06/27/14	185.00	22713	O'CONNELL, BRENDA
172871	Standard	06/27/14	185.00	22654	OERFFLING, PHIL
172872	Standard	06/27/14	156.66	22976	OLSON, MURRAY
172873	Standard	06/27/14	185.00	10179	OSWALD, ERICA
172874	Standard	06/27/14	185.00	4036	TAYLOR, SANDRA
172875	Standard	06/27/14	185.00	4745	RUNQUIST, LARS
172876	Standard	06/27/14	185.00	7721	OXFORD, KATHRINE
172877	Standard	06/27/14	185.00	7871	WILMOT, LISA
172878	Standard	06/27/14	370.00	22343	PACKER, TOM

172879	Standard	06/27/14	185.00	23205	RANDALL, PATRICK
172880	Standard	06/27/14	185.00	22077	PEDERSON, RUTH ANN
172881	Standard	06/27/14	185.00	22634	PELTIER, JODI
172882	Standard	06/27/14	370.00	22323	PELTIER, THOMAS
172883	Standard	06/27/14	185.00	21977	PETERSON, CRAIG
172884	Standard	06/27/14	370.00	22499	PICKETT, HEATHER
172885	Standard	06/27/14	185.00	22427	PIEKARSKI, GREGORY
172886	Standard	06/27/14	185.00	23021	PNEWSKI, ANDREW
172887	Standard	06/27/14	185.00	22089	POLAK, JIM
172888	Standard	06/27/14	159.34	22551	PUGH, ROGER
172889	Standard	06/27/14	185.00	22558	RAMIREZ, ROBERT
172890	Standard	06/27/14	555.00	21314	RASCHER, MICHELLE
172891	Standard	06/27/14	185.00	9525	RECHTZIGEL, DIANE
172892	Standard	06/27/14	185.00	23049	REYNOSO, CESAR
172893	Standard	06/27/14	185.00	21976	RODRIGUEZ, IRMA
172894	Standard	06/27/14	185.00	22148	RUBIO, DARLA
172895	Standard	06/27/14	185.00	22326	RUPPRECHT, ROBERT
172896	Standard	06/27/14	185.00	22483	RUSSELL, CARRIE
172897	Standard	06/27/14	370.00	22255	SABIN, JAMES
172898	Standard	06/27/14	185.00	22567	SADOWSKI, PAM
172899	Standard	06/27/14	370.00	22068	SAFI, ELIE
172900	Standard	06/27/14	185.00	23031	SALSCHIEDER, TIA
172901	Standard	06/27/14	185.00	22918	SCHAEFER, DANIEL
172902	Standard	06/27/14	185.00	22338	SCHILD, CAT
172903	Standard	06/27/14	185.00	22415	SCHLUNDT, STEVE
172904	Standard	06/27/14	185.00	22511	SCHNEIDER, CHRIS
172905	Standard	06/27/14	185.00	20034	SCHNEIDER, PATRICK
172906	Standard	06/27/14	185.00	23004	SCHUBERT, ERIC
172907	Standard	06/27/14	185.00	22354	SCHWARTZ, THOMAS
172908	Standard	06/27/14	185.00	23038	SHELDON, DAVID
172909	Standard	06/27/14	185.00	22407	SHIER, MICHAEL
172910	Standard	06/27/14	185.00	22000	SHINTRE, MANOHAR
172911	Standard	06/27/14	185.00	22916	SHORT, CHRIS
172912	Standard	06/27/14	185.00	23026	SKAGEN, CATHERINE
172913	Standard	06/27/14	185.00	22182	SMITH, DAVID
172914	Standard	06/27/14	185.00	22257	SOBASKI, DAVID
172915	Standard	06/27/14	185.00	22078	SOBASKY, KIM
172916	Standard	06/27/14	185.00	22526	SPOTT, SARAH
172917	Standard	06/27/14	185.00	22502	STEFFEN, TOM
172918	Standard	06/27/14	185.00	22429	STOKKE, ROBERT
172919	Standard	06/27/14	185.00	22421	STREICH, LAYNE
172920	Standard	06/27/14	185.00	22273	SYDOW, TONY
172921	Standard	06/27/14	185.00	23052	TALLARINI, TOM
172922	Standard	06/27/14	555.00	21997	THOMPSON, ROBERT
172923	Standard	06/27/14	185.00	22973	TOTTEN, KATHERINE
172924	Standard	06/27/14	370.00	7727	WALSH, GREGORY
172925	Standard	06/27/14	185.00	22602	UNTEN, NANCY
172926	Standard	06/27/14	185.00	23033	VARELA, MELISSA
172927	Standard	06/27/14	185.00	23048	VASQUEZ, TAMMI
172928	Standard	06/27/14	185.00	23040	VOIGT, AMY
172929	Standard	06/27/14	185.00	22552	WALDRON, THOMAS
172930	Standard	06/27/14	156.13	21990	WALLNER, PATRICK
172931	Standard	06/27/14	185.00	21337	WEGLEITNER, DAVID
172932	Standard	06/27/14	370.00	22143	WESTALL, SARAH
172933	Standard	06/27/14	185.00	22012	WESTERBERG, DANIEL
172934	Standard	06/27/14	185.00	22967	WIELAND, DAWN

172935	Standard	06/27/14	185.00	22968	WOOG, COLENE
172936	Standard	06/27/14	185.00	22422	WORKMAN, DAVID
172937	Standard	06/27/14	185.00	23054	YACOUB, JAMES
172938	Standard	06/27/14	185.00	21242	ZYLA, JOHN
173201	Standard	07/10/14	795.00	04605	AAA ALL CITY VACUUM
173202	Standard	07/10/14	3,713.60	23227	ALL-LINES LEASING
173203	Standard	07/10/14	4,975.92	06080	ATOMIC LEARNING, INC.
173204	Standard	07/10/14	1,808.25	23228	BEFORT, STEPHEN F.
173205	Standard	07/10/14	3,452.00	02602	D&L PAINTING WOODBURY LLC
173206	Standard	07/10/14	13,168.20	21962	EAST METRO INTEGRATION DISTRICT #6067
173207	Standard	07/10/14	7,190.80	07758	FRONTLINE PLACEMENT TECHNOLOGIES, INC
173208	Standard	07/10/14	99,933.20	21447	HOGLUND BUS
173209	Standard	07/10/14	800.00	03225	IND SCHOOL DISTRICT #11
173210	Standard	07/10/14	74,358.60	00051	INTERMEDIATE SCHOOL DIST 917
173211	Standard	07/10/14	1,266.00	08751	MASA/MASE MEMBERSHIP
173212	Standard	07/10/14	200.00	03238	MEMO
173213	Standard	07/10/14	7,614.00	03218	MITY-LITE
173214	Standard	07/10/14	115.14	02897	MOBILE MINI, INC.
173215	Standard	07/10/14	166.00	07467	RIVER HEIGHTS CHAMBER OF COMMERCE
173216	Standard	07/10/14	252.65	09428	STAPLES PRINT SOLUTIONS
173217	Standard	07/10/14	85,911.00	00145	TIES

172627	Standard	06/25/14	235,906.27	01398	ARCHITECTS REGO & YOUNGQUIST, INC.
172628	Standard	06/25/14	11,880.00	23178	DIVERSE CONSTRUCTION SERVICES LLC
172629	Standard	06/25/14	5,000.00	00106	INVER GROVE HEIGHTS, CITY OF
172630	Standard	06/25/14	2,742.00	00106	INVER GROVE HEIGHTS, CITY OF
172631	Standard	06/25/14	451,233.00	07534	K.PEARSON MECHANICAL, LLC
172632	Standard	06/25/14	171,019.00	06471	SHEEHY CONSTRUCTION COMPANY
172633	Standard	06/26/14	341,135.50	23179	COBALT CONTRACTING INC
172717	Standard	06/30/14	298,000.44	23178	DIVERSE CONSTRUCTION SERVICES LLC
172718	Standard	06/30/14	0.00	00106	VOID
172719	Standard	06/30/14	20,900.00	23224	LAKE AREA ROOFING & CONSTRUCTION INC

500813	E-Pay	06/19/14	37.47	99999	Auge, Kevin
500814	E-Pay	06/19/14	128.99	99999	Carlson, Lynne C
500815	E-Pay	06/19/14	26.48	99999	deLeon, Michael D
500816	E-Pay	06/19/14	58.63	99999	Dobbelaere, Tara
500817	E-Pay	06/19/14	45.04	99999	Freidson, Miriam S
500818	E-Pay	06/19/14	132.99	99999	Gravem, Diana
500819	E-Pay	06/19/14	57.44	99999	Lemke, Daniel T
500820	E-Pay	06/19/14	56.10	99999	Johnson, Mitchell
500821	E-Pay	06/19/14	16.24	99999	Kenison, Terri
500822	E-Pay	06/19/14	14.17	99999	Losinski, Abbie
500823	E-Pay	06/19/14	48.27	99999	Mondelli, Kristina
500824	E-Pay	06/19/14	41.15	99999	O'Donnell, Kellen
500825	E-Pay	06/19/14	339.34	99999	Platek, Ann
500826	E-Pay	06/19/14	134.36	99999	Potts, Linda
500827	E-Pay	06/19/14	56.00	99999	Schmidt, Deborah
500828	E-Pay	06/19/14	146.23	99999	Severson, John
500829	E-Pay	06/19/14	70.27	99999	Tavernier, Mindy
500830	E-Pay	06/19/14	185.90	99999	VanSchooten Debbie
500831	E-Pay	06/19/14	141.79	99999	Vesta, Amanda
500832	E-Pay	06/19/14	90.00	99999	Wendel, Jeffrey
500833	E-Pay	06/26/14	41.25	99999	Anderson, Deanna
500834	E-Pay	06/26/14	27.27	99999	Brunsvold, Linda



**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Consent

---

**Purpose:** To accept the resignation of Bert Strassburg, Director of Elementary Instruction, effective July 11, 2014.

**Justification:**

---

**Board Policy Considerations:**

---

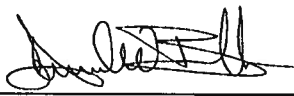
**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

---

**Initiator:** Dave Bernharson, Superintendent **Date:** July 14, 2014

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.



**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Consent

---

**Purpose:** To accept the resignation of April Safford, Special Education Teacher, effective June 30, 2014.

**Justification:**

---

**Board Policy Considerations:**

---

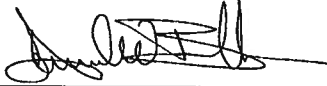
**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

---

**Initiator:** Mary Garrison, Director of Special Services **Date:** July 14, 2014

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Consent

---

**Purpose:** To accept the resignation of Taylor Wagner, Kids' Choice Paraprofessional, effective June 30, 2014.

**Justification:**

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**Board Policy Considerations:**

---

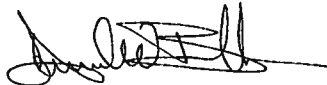
**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

---

**Initiator:** Dr. Bernadette MacKenzie, Director of Community Ed **Date:** July 14, 2014

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Consent

---

**Purpose:** To approve the leave of absence for the following staff:

Jesse Vasquez (Revised FMLA)	Classified	Custodian	Hilltop Elementary School	June 13, 2014 – July 11, 2014
------------------------------	------------	-----------	---------------------------	-------------------------------

**Justification:** Conforms to procedures, contract and/or statute.

---

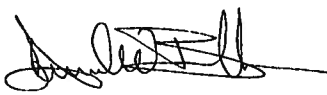
**Board Policy Considerations:** Policy 410 – Family and Medical Leave

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**Initiator:** Julie Coffey, Director of Human Resources **Date:** July 14, 2014

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**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Consent

---

**Purpose:** To approve the appointment of Erin Lencowski, 1.0 FTE district wide Early Childhood Special Education Teacher, effective July 1, 2014.

**Justification:** Due to the leave of absence of Catherine McFate. The approval of employees must be made by the board.

---

**Board Policy Considerations:** Policy 404 – Employment Background Checks and Policy 427 – Employment and Supervision of Relatives.

---

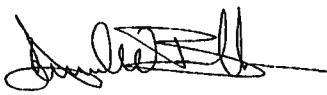
**Budget Considerations:** Salary of \$46,617.00 per Master Agreement Lane 5 and Step 3.

**Estimated Contract Cost:** \$46,617.00 plus benefits.

**Budget Code:** 01-580-412-741-140-000 and 01-580-412-422-140-000

---

**Initiator:** Mary Garrison, Director of Special Services **Date:** July 14, 2014

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Consent

---

**Purpose:** To approve the appointment of Julie Coffey, Director of Human Resources, effective July 7, 2014.

**Justification:** This is a new position. The approval of employees must be made by the board.

---

**Board Policy Considerations:** Policy 404 – Employment Background Checks and Policy 427 – Employment and Supervision of Relatives.

---

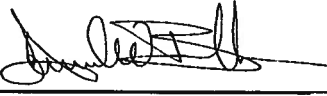
**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

---

**Initiator:** Dave Bernhardson, Superintendent **Date:** July 14, 2014

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Consent

---

**Purpose:** To approve the appointment of Brady Hoffman, Director of Business Services, effective August 1, 2014.

**Justification:** Due to the resignation of Jason Mutzenberger. The approval of employees must be made by the board.

---

**Board Policy Considerations:** Policy 404 – Employment Background Checks and Policy 427 – Employment and Supervision of Relatives.

---

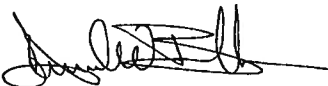
**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

---

**Initiator:** Dave Bernhardson, Superintendent **Date:** July 14, 2014

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

**Meeting of:** July 14, 2014

**This agenda item is for:** Consent

**Purpose:** To approve the appointment of the Community Education Make A Difference Friday Staff.

**Justification:** The approval of employees must be made by the Board.

**Board Policy Considerations:** Policy 404 – Employment Background Checks and Policy 427 – Employment and Supervision of Relatives.

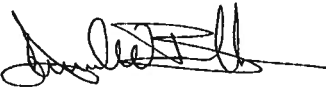
**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

Name	Role/Responsibility	Estimated Contract Cost	Budget Code
Beth Tinklenberg	Make a Difference Fridays	\$13.47 per hour	04-500-586-000-141-000
Olivia Verick	Make a Difference Fridays	\$13.47 per hour	04-500-586-000-141-000

**Initiator:** Dr. Bernadette MacKenzie, Director of Community Ed **Date:** July 14, 2014

**Superintendent's Approval:**  **Date:** July 14, 2014

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
**Inver Grove Heights Community Schools**

**Meeting of:** July 14, 2014

**This agenda item is for:** Consent

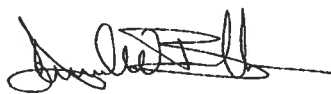
**Purpose:** To approve the appointment of the 2014 Summer Custodian Staff.

Certified Staff	Substitute Custodian Hourly Pay	Student Helper Hourly Pay
Jake Myron		\$7.50
Tony Celis		\$7.50
Griffin Pawlenty		\$7.50
Alex Oase		\$7.50
Elliot Nelson		\$7.50
Michael Brown		\$7.50
Sam Quarry		\$7.50
Hannah Schwietz		\$7.50
Ali Honchel		\$7.50
Cavelle Thorton		\$7.50
Megan Zahn		\$7.50
Juan Rojas		\$7.50
Colin Nicklay		\$7.50
Ericka Ooten		\$7.50
Vincent Belmares		\$7.50
Christian Goettsch		\$7.50
Dee Vang		\$7.50
Will Sarff		\$7.50
Andreas Losinski		\$7.50
Justin Burquit		\$7.50
Austin Oase	\$11.00	\$7.50
Tim Luhr	\$11.00	\$7.50
Sam Wellens		\$7.50
Max Wellens		\$7.50
Austin Monsrud		\$7.50
Pilar Janine Alarcon		\$7.50
Amanda Riley		\$7.50

**Justification:** The approval of employees must be made by the board.

**Board Policy Considerations:** Policy 404 – Employment Background Checks and Policy 427 – Employment and Supervision of Relatives.

**Initiator:** Kevin McNamara, Director of Buildings and Grounds      **Date:** July 14, 2014

**Superintendent's Approval:**       **Date:** July 14, 2014

**Documents Attached:** None.



**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Business

---

**Purpose:** To designate seven financial institutions as depositories for the 2014-2015 fiscal year: American Bank, Associated Bank, Bremer Bank, Edward Jones, PMA Financial Network, Inc., US Bank, and Wells Fargo.

**Justification:** School Board organizational item.

---

**Board Policy Considerations:** Policy 705 - Investments.

---

**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

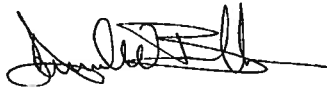
---

**Initiator:** Dave Bernhardson, Superintendent

**Date:** July 14, 2014

---

**Superintendent's Approval:**



**Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Business

---

**Purpose:** To designate district office personnel to perform non-voting duties and functions of the school district's clerk and treasurer provided said personnel shall not be authorized to perform an official signature for either officer.

**Justification:** School Board organizational item.

---

**Board Policy Considerations:** Policy 202 – School Board Officers.

---

**Budget Considerations:**

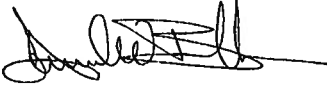
**Estimated Contract Cost:**

**Budget Code:**

---

**Initiator:** Dave Bernhardson, Superintendent **Date:** July 14, 2014

---

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Business

---

**Purpose:** To authorize the payment of certain claims. The Superintendent and Director of Business Services are authorized to purchase, lease and contract for goods and services within the limitations of the approved budget provided that any transaction in an amount exceeding the minimum amount for which bids are required must first be specifically authorized by the School Board.

**Justification:** School Board organizational item.

---

**Board Policy Considerations:** Policy 701 – Establishment and Adoption of School District Budget.

---

**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

---

**Initiator:** Cindy Nordstrom, School Board Chair

**Date:** July 14, 2014

---

**Superintendent's Approval:** 

**Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Business

---

**Purpose:** To authorize administration of budget according to M.S. 123B.02, Subd. 18, authorization for payment of a claim which cannot be deferred until the next regular board meeting without loss to the district of a discount privilege or in order to expedite vendor payment may be made by the Superintendent or Director of Business Services provided said payment be acted upon at the next regular School Board meeting at which bills are approved for payment and provides that payment made prior to Board approval shall not affect the right of the School Board or a taxpayer to challenge the validity of the claim provided to the Board.

**Justification:** School Board organizational item.

---

**Board Policy Considerations:** Policy 701 – Establishment and Adoption of School District Budget.

---

**Budget Considerations:**

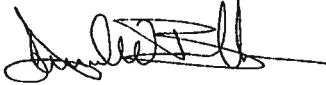
**Estimated Contract Cost:**

**Budget Code:**

---

**Initiator:** Cindy Nordstrom, School Board Chair **Date:** July 14, 2014

---

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Business

---

**Purpose:** To request for approval of authorized personnel to transfer funds and authorize wire transfers: Dave Bernhardson, Superintendent; Brady Hoffman, Director of Business Services; Bonnie Mantei, Accounts Payable; Jeanette Dalton, Administrative Assistant to the Director of Business Services (with prior written approval of Mr. Bernhardson or Mr. Hoffman only).

**Justification:** School Board organizational item.

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**Board Policy Considerations:** Policy 702 - Accounting.

---

**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

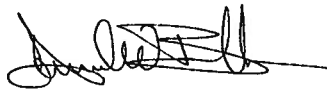
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**Initiator:** Cindy Nordstrom, School Board Chair

**Date:** July 14, 2014

---

**Superintendent's Approval:**



**Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Business

---

**Purpose:** To authorize the Superintendent to approve open enrollments.

**Justification:** School Board organizational item.

---

**Board Policy Considerations:** Policy 509 – Enrollment of Nonresident Students.

---

**Budget Considerations:**

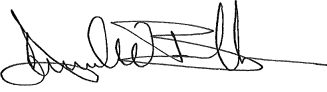
**Estimated Contract Cost:**

**Budget Code:**

---

**Initiator:** Cindy Nordstrom, School Board Chair **Date:** July 14, 2014

---

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.

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**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Business

---

**Purpose:** To approve the school district's continued membership in the Association of Metropolitan School Districts (AMSD) for the 2014-2015 school year at a cost of \$8,611.00.

**Justification:** School Board organizational item.

---

**Board Policy Considerations:**

---

**Budget Considerations:** District Budget

<b>Estimated Contract Cost:</b>	\$8,636.00	2013-2014
	\$8,611.00	2014-2015

**Budget Code:**

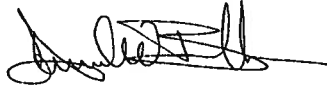
---

**Initiator:** Cindy Nordstrom, School Board Chair

**Date:** July 14, 2014

---

**Superintendent's Approval:** \_\_\_\_\_



**Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Business

---

**Purpose:** To approve the school district's membership in the Metro Educational Cooperative Service Unit (Metro ECSU) for the 2014-2015 school year at a cost of \$4,185.70.

**Justification:** School Board organizational item.

---

**Board Policy Considerations:**

---

**Budget Considerations:** District Budget

**Estimated Contract Cost:**

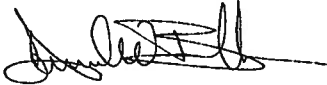
\$4,118.20	2013-2014
\$4,185.70	2014-2015

**Budget Code:** 01-005-010-000-820-000

---

**Initiator:** Cindy Nordstrom, School Board Chair **Date:** July 14, 2014

---

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.



**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Business

---

**Purpose:** To approve the school district's membership in the Minnesota School Boards Association (MSBA) for the 2014-2015 school year at a cost of \$8,620.00.

**Justification:** School Board organizational item.

---

**Board Policy Considerations:**

---

**Budget Considerations:** District Budget

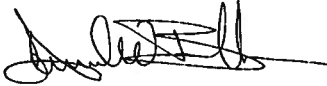
**Estimated Contract Cost:** \$8,620.00 2014-2015

**Budget Code:**

---

**Initiator:** Cindy Nordstrom, School Board Chair **Date:** July 14, 2014

---

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Business

---

**Purpose:** To approve the 2014-2015 membership in the Minnesota State High School League.

**Justification:**

---

**Board Policy Considerations:**

---

**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

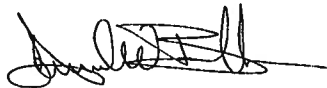
---

**Initiator:** Dave Bernhardson, Superintendent

**Date:** July 14, 2014

---

**Superintendent's Approval:**



**Date:** July 14, 2014

---

**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

---

**Meeting of:** July 14, 2014

**This agenda item is for:** Business

---

**Purpose:** To approve the revised 2014-2016 South Saint Paul School Lease Agreement.

**Justification:** This has been reviewed and recommended by the Finance Committee.

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**Board Policy Considerations:**

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**Budget Considerations:**

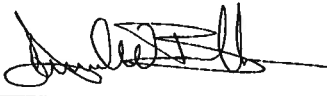
**Estimated Contract Cost:** See Attached.

**Budget Code:**

---

**Initiator:** Dave Bernhardson, Superintendent **Date:** July 14, 2014

---

**Superintendent's Approval:**  **Date:** July 14, 2014

---

**Documents Attached:** Copy of Lease.

## SUBLEASE AGREEMENT

THIS SUBLEASE AGREEMENT (“Lease”) is made and entered into by and between Independent School District No. 199, Inver Grove Heights Public Schools, a public corporation under the laws of the State of Minnesota, whose address is 2990 80th Street East, Inver Grove Heights, MN 55076 (hereinafter “Lessor”) and Special School District No. 6, South St. Paul Public Schools, a public corporation under the laws of the State of Minnesota, whose address is 104 Fifth Avenue South, South St. Paul, MN 55075 (hereinafter “Tenant”).

WHEREAS, Lessor and the Tenant desire to enter into a Lease Agreement whereby the Tenant will lease a portion of the Early Learning Building (“Leased Premises”) at the Hilltop Elementary School located at 3203 68th Street East, Inver Grove Heights, MN 55076;

WHEREAS, Lessor executed a Lease Agreement with Capital One Public Funding (hereinafter “COPF”) on November 21, 2013. Pursuant to this lease, COPF leases the Leased Premises to Lessor. Lessor retains an option to purchase COPF’s interest in Leased Premises any time after January 14, 2023 or earlier upon full satisfaction of rents and obligations required under the lease; and

WHEREAS, the Tenant agrees to take said premises “as is.”

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein and other good and valuable consideration, Lessor hereby leases to the Tenant, and the Tenant leases from Lessor, the premises hereinafter contained, for the time period and upon the terms and conditions hereinafter set forth:

1. **PREMISES.** In consideration of the provisions contained in this Agreement, Lessor agrees to provide to the Tenant space in the Early Learning Building for Tenant to conduct an Early Learning Program for children from birth through age three. The space provided consists of approximately 292.32 square feet (The formula is as follows: 3 FTE are SSP employees out of 6 total FTE =48% of the total square footage). The Birth to Three room is 609 square feet x .48 = 292.32 square feet (identified by shading as “Primary Space” on the floor plan attached as “Exhibit A”) located at the School Building. In addition, Tenant may use shared common space of hallways, bathrooms, and entryways at no charge. The total square footage for the building is nine thousand one hundred eighty two, (9,182) and total leasable space is six thousand eight hundred sixty five, (6,865) square feet and total common area square footage is two thousand three hundred seventeen, (2,317).
2. **CHANGE IN PREMISES.** Upon mutual agreement, appropriate and adequate spaces shall be adjusted to suit the needs of Lessor and Tenant. Any additional needs for space or revisions to the space leased as listed in this Agreement shall be modified or amended by an Agreement in writing and signed by Lessor and the Tenant.
3. **LEASE TERM.** This Lease shall be for a term of two years, commencing on August 1, 2014 and terminating on June 30, 2016. Either party may terminate this Lease by giving the other party six (6) months written notice of termination.

4. **ACCEPTANCE OF THE LEASED PREMISES.** The Tenant's occupancy of the Leased Premises shall constitute conclusive evidence that the premises were, as of that date, in good, clean and tenantable condition, and as otherwise represented by the Lessor. It is understood and agreed that Lessor shall have a continued right to be on the Leased Premises for the purpose of custodial services and use of the Leased Premises at the times other than those specified for use by the Tenant.
5. **RENT.** The Tenant shall pay to the Lessor during the Lease Term monthly rent in the amount of \$403.65 and \$4,440.15 annually from August 1, 2014 to June 30, 2015. Rent shall adjust annually by 2%. The first adjustment of rent shall be on the first anniversary of the Lease. Rent for the school year, July 1, 2015 to June 30, 2016 shall be \$411.68 monthly and \$4,940.21 annually. Rent shall be payable in advance on the first day of each month of the Lease Term at the District office of Independent School District No. 199, 2990 80th Street East, Inver Grove Heights, MN 55076 (or such other place as Lessor shall designate in writing).
6. **SUPPLIES.** Lessor shall provide maintenance and building supplies and materials for the Leased Premises and shall bill the Tenant monthly for the costs of supplies and materials.
7. **CUSTODIAL SERVICES.** Lessor shall provide custodial services for the Leased Premises. The Tenant shall maintain the space in a clean and orderly condition. Lessor shall bill the Tenant for the cost of custodial services that exceed the normal care and maintenance of the space leased and that are directly caused by the Tenant's occupation and use of the Leases Premises. The charges for custodial services shall be based upon the cost to Lessor of its employees' time based upon said employees' hourly rate and proportionate share of fringe benefits.
8. **USE.** The Leased Premises shall be used and occupied by the Tenant for the purpose of running an Early Learning Program and purposes incidental to said use, and for not other purposes. No part of the Leased Premises shall be used for any purpose that: constitutes a nuisance; is illegal, offensive or termed hazardous by insurance companies; may make void or voidable any insurance on the building or increase the premiums therefor; or which might interfere with the general safety, comfort or convenience of Lessor and other occupants of the building.
9. **DISTRIBUTION OF MATERIALS.** The Tenant shall be permitted to directly distribute materials related to the Early Learning Program to those students of the Lessor, if any, who contract with the Tenant for services. The Tenant shall comply with the Lessor's policies and procedures with respect to the distribution of materials for any other purposes to any other students at any other times or locations on the Lessor's property.
10. **PARKING.** The Tenant shall have use of the Lessor's parking facilities as needed.
11. **ALTERATIONS; APPROVALS.** The Tenant shall not make any alterations of or additions to the Leased Premises without prior written consent of Lessor. All plans, specifications, contractors, and laborers to be used for Tenants improvements must be approved in advance, in writing, by the Lessor.

At the termination of this Lease, the Tenant shall, if the Lessor so elects, remove all alterations and additions erected by the Tenant and restore the Leased Premises to their original condition; otherwise such improvements shall be delivered up to the Lessor with the Leased Premises. All movable office furnishing and trade fixtures installed by the Tenant may be removed by the Tenant at the termination of this Lease if the Tenant so elects, and shall be removed if required by Lessor. All such removals and restoration shall be accomplished in a good and workmanlike manner so as not to damage the primary structure or structural qualities of the Leased Premises. Personal property remaining in the Leased Premises at the expiration or termination of the Lease Term shall, at the option of Lessor, be deemed abandoned and become property of the Lessor, and Lessor may dispose of the same as Lessor deems expedient.

12. ACCESS BY THE LESSOR.

A. The Lessor and its agents and representative shall be entitled to keep pass keys to the Leased Premises and shall have the right to enter and inspect the Leased Premises at any reasonable time for the purpose of ascertaining the condition thereof or in order to make such repairs as may be required to be made by Lessor under the terms of this Lease or as Lessor may deem necessary. It is further provided that such entry shall not unreasonably interfere with the Tenant's business operations.

B. The right of entry reserved shall not be deemed to impose any greater obligation on the Lessor to clean, maintain, repair or change the Leased Premises than is specifically provided in this Lease. The Lessor and its agents and representatives may at any time in case of emergency enter the Leased Premises and do such acts as the Lessor may deem proper in order to protect the Leased Premises, the building, or the Elementary School.

13. UTILITIES AND SERVICES. Lessor shall provide the utilities and services for the Leased Premises, including Internet access and telephone services. The Lessor shall be responsible for any and all utility costs due to the normal operation of the Lessor's premises, including that portion of the premises used by the Tenant. The Lessor shall bill the Tenant the cost for utilities and services that otherwise exceed those utilities and services normally and customarily provided by the Lessor at the premises occupied by the Tenant that are directly caused by the Tenant's occupation and use of the Leased Premises.

14. LESSEE'S LIABILITY. Lessee remains liable for, and retains such rights and interests necessary for the performance of, obligations and rents owed under the lease dated November 21, 2013.

15. SUBLETTING AND ASSIGNMENT. The Tenant shall not sublease the whole or any part of the Leased Premises without the prior written consent of the Lessor, which consent may be given or withheld in the Lessor's sole and absolute discretion. The Tenant shall not, voluntarily or by operation of law, assign, pledge or otherwise transfer

the Lease without prior written consent of the Lessor, which consent may be given or withheld in the Lessor's sole and absolute discretion.

16. **FIRE AND OTHER CASUALTY.** If the Leased Premises or a substantial part thereof is damaged or destroyed by fire or other casualty, the Lessor or the Tenant shall have the option, exercisable in their sole and absolute discretion by giving written notice to the other party within ninety (90) days after such damage or destruction, to terminate this Lease within thirty (30) days from the date said notice is given. If a portion of the Leased Premises is damaged by fire or other casualty and this Lease is not terminated pursuant to the preceding sentence, the Lessor shall, at its expense, restore the Leased Premises, exclusive of any improvements or other changes made to the Leased Premises by the Tenant, to as near the condition which existed immediately prior to such damage or destruction as reasonable practicable, and all obligations for payment under this Lease Agreement shall abate during such period of time as the Leased Premises are untenable in the proportion that the untenable portion of the Leased Premises bears to the entire Leased Premises. The Lessor shall not be responsible to the Tenant for, and the Tenant shall make no claim against the Lessor for, any damage to or theft or destruction of any personal property, furniture, equipment, improvements or other changes made by the Tenant in, on or about the Leased Premises, except for any such damage or destruction that is the direct result of any negligent or intentional act or omission of the Lessor or its employees.
  
17. **INSURANCE; WAIVER OF SUBROGATION.** The Tenant shall, at its own cost and expense, carry public liability insurance from an insurer acceptable to the Lessor of not less than the statutory limitations pursuant to Minnesota Statutes Chapter 466 and Tenant Insurance of One Million, (\$1,000,000.00) Dollars for personal and property damage. All policies of insurance shall name the Lessor as an additional insured and loss payee and shall provide for not less than thirty (30) days written notice to the Lessor before cancellation. Before taking possession of the Leased Premises, the Tenant shall provide the Lessor with a certificate of insurance noting the requirements set forth in this Paragraph, and otherwise acceptable of the Lessor. The Lessor and the Tenant each hereby release the other from any and all liability or responsibility to the other or anyone claiming through or under them by way of subrogation or otherwise for any loss or damage to property caused by fire or any of the extended coverage casualties covered by the insurance maintained hereunder, provided, however that this release shall be applicable and in force and effect only with respect to loss or damage occurring during such times as the releasor's policies shall contain a clause or endorsement to the effect that may release shall not adversely affect or impair said policies or prejudice the right of the releasor to recover thereunder. The Lessor and the Tenant shall cause their respective insurers to include such a clause or endorsement in their policies of insurance.

The Tenant shall maintain property loss insurance for its personal property and business fixtures. The Lessor shall maintain fire and extended coverage covering the real property. Insurance costs are included in the monthly lease charge. If the square footage of the Leased Premises is increased during the lease term or option year(s), the percentage shall be adjusted accordingly and added to the monthly lease charge.

18. **INDEMNITY.** To the extent allowable under Minnesota law, the Tenant and the Tenant's successors and assigns shall indemnify, hold harmless and defend the Lessor and the Lessor's successors and assigns from any claim or damage arising out of any injury, death or property damage occurring in, on or about the Leased Premises or the Early Learning Building to the Tenant or an employee, agent, customer or invitee of the Tenant, except to the extent such injury, death or property damage shall be the direct result of the negligent or intentional act or omission of the Lessor or its employees, agents or representatives. Indemnification under this paragraph shall be limited to injury, death or property damage resulting from the negligence, intentional act or omission of the Tenant, its employees, independent contractors, business associates or affiliates, guests and invitees.
19. **EVENTS OF DEFAULT.** Each of the following shall constitute an "Event of Default" by the Tenant under this Lease:
  - A. The failure by the Tenant to pay any and all charges to be paid pursuant to this Lease within ten (10) days following the due date;
  - B. The insolvency of the Tenant, any transfer by the Tenant in fraud of creditors, or any assignment by the Tenant for the benefit of creditors;
  - C. The vacating or deserting by the Tenant of all or any substantial portion of the Leased Premises;
  - D. The failure by the Tenant to comply with any term, provision or covenant of this Lease and the failure by the Tenant to cure such failure within thirty (30) days after notice from the Lessor.
20. **REMEDIES.** Upon the occurrence of any Event of Default, the Lessor, at its option and in addition to all other rights and remedies available to the Lessor by law or by the other provisions hereof, may:
  - A. terminate this Lease and all of the Lessor's and the Tenant's rights and obligations hereunder; or
  - B. declare this Lease forfeited and the Lease Term ended upon ten (10) days written notice to the Tenant, and to reenter the Leased Premises, with or without process of law, using such reasonable force as may be necessary to remove all persons and chattels therefrom, and the Lessor shall not be liable for damages by reason of such reentry or forfeiture.
21. **NOTICE.** Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered, whether actually received or not, when deposited in the United States mail, postage prepaid, certified or registered mail, addressed to the parties hereto at the addresses set forth below, or at such other address as they have previously designated in written notice delivered in accordance with this paragraph:



If to Lessor: Independent School District No. 199  
2990 80<sup>th</sup> Street East,  
Inver Grove Heights, MN 55076

If to Tenant: Independent School District No. 6  
104 Fifth Avenue South  
South St. Paul, MN 55075

Any notice or document required or permitted to be delivered hereunder by the Lessor to the Tenant also shall be deemed to be delivered if and when delivered personally to the Tenant at the Leased Premises.

22. **RULES AND REGULATIONS.** The Tenant shall observe such rules and regulations which from time to time may be promulgated by the Lessor for the general safety, comfort and convenience of the Lessor, occupants and tenants.
23. **COMPLIANCE WITH LAWS, REGULATIONS, AND POLICIES.** The Tenant shall abide by all federal, state, and local laws and regulations. The Tenant agrees not to discriminate on the basis of race, color, sex, creed, national origin, disability, age, sexual orientation, status with regard to public assistance, or religion.
24. **WAIVER.** Any failure of the Lessor to insist upon strict performance of any term, covenant or condition of this Lease, or to exercise any option herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, covenant, condition or option, but the same shall continue and remain in full force and effect. The receipt by the Lessor of any charges to be paid pursuant to this Lease with knowledge of a breach in any terms, covenants or conditions of this Lease to be kept or performed by the Tenant shall not be deemed a waiver of such breach, and the Lessor shall not be deemed to have waived any provision of this the Lease unless expressed in writing and signed by the Lessor.
25. **SURRENDER.** On the last day of the term of this Lease or on the sooner termination thereof, the Tenant shall peaceably surrender the Leased Premises in good condition and repair consistent with the Tenant's duty to make repairs as provided herein. On or before the last day of the Lease Term or on the sooner termination thereof, the Tenant shall at its expense remove all of the Tenant's personal property from the Leased Premises, and any property not removed shall be deemed abandoned. All alterations, additions and fixtures which have been made or installed upon the Leased Premises by either the Lessor or the Tenant shall remain as the Lessor's property and shall be surrendered with the Lease Premises as a part thereof. The Tenant shall promptly surrender all keys for the Leased Premises and the Building to the Lessor at the place then fixed for payment of any charges and shall inform the Lessor of combinations on any locks or safes on the Leased Premises.

26. MISCELLANEOUS

- A. Words of any gender used in this Lease shall be held and construed to include any other gender, and words if the singular number shall be held to include the plural, unless the context otherwise requires.
- B. The terms, provisions, covenants and conditions contained in this Lease shall apply to, inure to the benefit of, and be binding upon the parties hereto and their respective legal representatives, successors and permitted assigns, except as otherwise herein expressly provided.
- C. If any clause or provision of this Lease is or becomes illegal, invalid or unenforceable because of present or future laws or any rule or regulations of any governmental body or entity or valid court order, then the remainder of this Lease shall not be affected thereby unless such illegality, invalidity or unenforceability is, in the sole discretion of the Lessor, essential to the rights of both parties, in which event the Lessor shall have the right to terminate this Lease upon written notice to the Tenant.
- D. The Lease does not create the relationship of principal and agent or of partnership or of joint venture or of any association between the Lessor and the Tenant, the sole relationship between the Lessor and the Tenant being that of lessor and tenant.
- E. Each term and each provision of this Lease performable by the Tenant shall be construed to be both a covenant and a condition.
- F. The paragraph headings of this Lease are for convenience only and do not define, limit or construe the contents of such paragraphs.
- G. This Lease shall supersede all negotiations or other communications, written or verbal, regarding the terms and conditions of the relationship between the Lessor and the Tenant created hereby, and there are no agreements and conditions of the relationship between the Lessor and the Tenant created hereby, and there are not agreements between the Lessor and the Tenant, written or verbal, other than those expressed herein.
- H. This Lease can only be modified or amended by an Agreement in writing signed by the Lessor and the Tenant.
- I. Any and all indebtedness owing by the Tenant to the Lessor pursuant to this Lease which remains unpaid shall bear interest at the maximum rate permitted by law from the date due until paid.
- J. This Agreement shall be construed in accordance with the laws of Minnesota.

K. Each party represents and warrants to the other that the signatory of that party is authorized to enter into this Agreement for and on behalf of that party.

25. ENTIRE AGREEMENT. This agreement represents the entire understanding and agreement between the parties hereto and this lease agreement may not be altered, changed or amended, except by an instrument in writing, signed by all parties hereto.

IN WITNESS WHEREOF, the Lessor and the Tenant have executed this Lease Agreement on the respective dates set forth below.

LESSOR:  
INDEPENDENT SCHOOL DISTRICT NO. 199

By: \_\_\_\_\_  
Its Chair

By: \_\_\_\_\_  
Its Clerk

Dated: \_\_\_\_\_

TENANT:  
INDEPENDENT SCHOOL DISTRICT NO. 6

By: \_\_\_\_\_  
Its Chair

By: \_\_\_\_\_  
Its Clerk

Dated: \_\_\_\_\_

**Exhibit A**

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

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**Meeting of:** July 14, 2014

**This agenda item is for:** Business

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**Purpose:** To approve the revised 2014-2016 Head Start/CAP Agency Lease Agreement.

**Justification:** This has been reviewed and recommended by the Finance Committee.

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**Board Policy Considerations:**

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**Budget Considerations:**

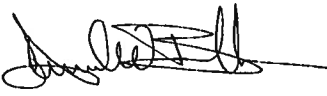
**Estimated Contract Cost:** See Attached.

**Budget Code:**

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**Initiator:** Dave Bernhardson, Superintendent **Date:** July 14, 2014

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**Superintendent's Approval:**  **Date:** July 14, 2014

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**Documents Attached:** Copy of Lease.

## **SUBLEASE AGREEMENT**

THIS SUBLEASE AGREEMENT (“Lease”) is made and entered into by and between Independent School District No. 199, Inver Grove Heights Public Schools, a public corporation under the laws of the State of Minnesota, whose address is 2990 80<sup>th</sup> Street East, Inver Grove Heights, MN 55076 (hereinafter “Lessor”) and Head Start/CAP Agency, a Minnesota nonprofit corporation, whose address is 712 Canterbury Road, Shakopee, MN 55379 (hereinafter “Tenant”).

WHEREAS, Lessor and the Tenant desire to enter into a Lease Agreement whereby the Tenant will lease a portion of the Early Learning Building (“Leased Premises”) at the Hilltop Elementary School located at 3203 68th Street East, Inver Grove Heights, MN 55076;

WHEREAS, Lessor executed a Lease Agreement with Capital One Public Funding (hereinafter “COPF”) on November 21, 2013. Pursuant to this lease, COPF leases the Leased Premises to Lessor. Lessor retains an option to purchase COPF’s interest in Leased Premises any time after January 14, 2023 or earlier upon full satisfaction of rents and obligations required under the lease; and

WHEREAS, the Tenant agrees to take said premises “as is.”

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein and other good and valuable consideration, Lessor hereby leases to the Tenant, and the Tenant leases from Lessor, the premises hereinafter contained, for the time period and upon the terms and conditions hereinafter set forth:

1. **PREMISES.** In consideration of the provisions contained in this Agreement, Lessor agrees to provide to the Tenant space in the Early Learning Building for Tenant to conduct a Head Start educational program. The space provided consists of approximately 839 square feet (identified by shading as “Primary Space” on the floor plan attached as “Exhibit A”) located at the School Building. In addition, Tenant may use shared common space of hallways, bathrooms, entryways at no charge.
2. **CHANGE IN PREMISES.** Upon mutual agreement, appropriate and adequate spaces shall be adjusted to suit the needs of Lessor and Tenant. Any additional needs for space or revisions to the space leased as listed in this Agreement shall be modified or amended by an Agreement in writing and signed by Lessor and the Tenant.
3. **LEASE TERM.** This Lease shall be for a term of two years, commencing on August 1, 2014 and terminating on June 30, 2016, either party may terminate this Lease by giving the other party six (6) months written notice of termination.
4. **ACCEPTANCE OF THE LEASED PREMISES.** The Tenant’s occupancy of the Leased Premises shall constitute conclusive evidence that the premises were, as of that date, in good, clean and tenantable condition, and as otherwise represented by the Lessor. It is understood and agreed that Lessor shall have a continued right to be on the Leased

Premises for the purpose of custodial services and use of the Leased Premises at the times other than those specified for use by the Tenant.

5. RENT. The Tenant shall pay to the Lessor during the Lease Term monthly rent in the amount of \$1,158.52 or \$12,743.72 annually for August 1, 2014 to June 30, 2015. Rent shall adjust annually by 2%. The first adjustment of rent shall be on the first anniversary of the Lease. Rent for July 1, 2015- June 30, 2016 shall be \$1181.59 monthly and \$14,179.10 annually. Rent shall be payable in advance on the first day of each month of the Lease Term at the District office of Independent School District NO. 199, 2990 80<sup>th</sup> Street East, Inver Grove Heights, MN 55076 (or such other place as Lessor shall designate in writing).
6. CUSTODIAL SERVICES. Lessor shall provide custodial services for the Leased Premises. The Tenant shall maintain the space in a clean and orderly condition. Lessor shall bill the Tenant for the cost of custodial services that exceed the normal care and maintenance of the space leased and that are directly caused by the Tenant's occupation and use of the Leases Premises. The charges for custodial services shall be based upon the cost to Lessor of its employees' time based upon said employees' hourly rate and proportionate share of fringe benefits.
7. USE. The Leased Premises shall be used and occupied by the Tenant for the purpose of a Head Start program and purposes incidental to said use, and for not other purposes. No part of the Leased Premises shall be used for any purpose that: constitutes a nuisance; is illegal, offensive or termed hazardous by insurance companies; may make void or voidable any insurance on the building or increase the premiums therefore; or which might interfere with the general safety, comfort or convenience of Lessor and other occupants of the building.
8. ACCESS TO BUILDING. The Leased Premises identified hereto shall be made available to the Tenant for operation of a Head Start program from 7 a.m. to 10 p.m. on school days. The Leased Premises shall be made available from 7 a.m. to 7 p.m. on non-school days (excluding district designated holidays and/or dates the district is "closed") and summer days, from the day after school ends until two weeks before school begins in the fall. Employees of the Tenant may be provided access to the Leased Premises beyond the times set forth above, as mutually agreeable between the Lessor and the Tenant for purposes of the Tenant's normal business operations.
9. DISTRIBUTION OF MATERIALS. The Tenant shall be permitted to directly distribute materials related to the Head Start program to those students of the Lessor, if any, who contract with the Tenant for services. The Tenant shall comply with the Lessor's policies and procedures with respect to the distribution of materials for any other purposes to any other students at any other times or locations on the Lessor's property.
10. PARKING. The Tenant shall have use of the Lessor's parking facilities as needed.
11. ALTERATIONS; APPROVALS. The Tenant shall not make any alterations of or additions to the Leased Premises without prior written consent of Lessor. All plans,

specifications, contractors, and laborers to be used for Tenants improvements must be approved in advance, in writing, by the Lessor.

At the termination of this Lease, the Tenant shall, if the Lessor so elects, remove all alterations and additions erected by the Tenant and restore the Leased Premises to their original condition; otherwise such improvements shall be delivered up to the Lessor with the Leased Premises. All movable office furnishing and trade fixtures installed by the Tenant may be removed by the Tenant at the termination of this Lease if the Tenant so elects, and shall be removed if required by Lessor. All such removals and restoration shall be accomplished in a good and workmanlike manner so as not to damage the primary structure or structural qualities of the Leased Premises. Personal property remaining in the Leased Premises at the expiration or termination of the Lease Term shall, at the option of Lessor, be deemed abandoned and become property of the Lessor, and Lessor may dispose of the same as Lessor deems expedient.

12. ACCESS BY THE LESSOR.

A. The Lessor and its agents and representative shall be entitled to keep pass keys to the Leased Premises and shall have the right to enter and inspect the Leased Premises at any reasonable time for the purpose of ascertaining the condition thereof or in order to make such repairs as may be required to be made by Lessor under the terms of this Lease or as Lessor may deem necessary. It is further provided that such entry shall not unreasonably interfere with the Tenant's business operations.

B. The right of entry reserved shall not be deemed to impose any greater obligation on the Lessor to clean, maintain, repair or change the Leased Premises than is specifically provided in this Lease. The Lessor and its agents and representatives may at any time in case of emergency enter the Leased Premises and do such acts as the Lessor may deem proper in order to protect the Leased Premises, the building, or the Elementary School.

13. UTILITIES AND SERVICES. Lessor shall provide the utilities and services for the Leased Premises, including Internet access and telephone services. The Lessor shall be responsible for any and all utility costs due to the normal operation of the Lessor's premises, including that portion of the premises used by the Tenant. The Lessor shall bill the Tenant the cost for utilities and services that otherwise exceed those utilities and services normally and customarily provided by the Lessor at the premises occupied by the Tenant that are directly caused by the Tenant's occupation and use of the Leased Premises.

14. LESSEE'S LIABILITY. Lessee remains liable for, and retains such rights and interests necessary for the performance of, obligations and rents owed under the lease dated November 21, 2013.

15. SUBLETTING AND ASSIGNMENT. The Tenant shall not sublease the whole or any part of the Leased Premises without the prior written consent of the Lessor, which



consent may be given or withheld in the Lessor's sole and absolute discretion. The Tenant shall not, voluntarily or by operation of law, assign, pledge or otherwise transfer the Lease without prior written consent of the Lessor, which consent may be given or withheld in the Lessor's sole and absolute discretion.

16. **FIRE AND OTHER CASUALTY.** If the Leased Premises or a substantial part thereof is damaged or destroyed by fire or other casualty, the Lessor or the Tenant shall have the option, exercisable in their sole and absolute discretion by giving written notice to the other party within ninety (90) days after such damage or destruction, to terminate this Lease within thirty (30) days from the date said notice is given. If a portion of the Leased Premises is damaged by fire or other casualty and this Lease is not terminated pursuant to the preceding sentence, the Lessor shall, at its expense, restore the Leased Premises, exclusive of any improvements or other changes made to the Leased Premises by the Tenant, to as near the condition which existed immediately prior to such damage or destruction as reasonable practicable, and all obligations for payment under this Lease Agreement shall abate during such period of time as the Leased Premises are untenable in the proportion that the untenable portion of the Leased Premises bears to the entire Leased Premises. The Lessor shall not be responsible to the Tenant for, and the Tenant shall make no claim against the Lessor for, any damage to or theft or destruction of any personal property, furniture, equipment, improvements or other changes made by the Tenant in, on or about the Leased Premises, except for any such damage or destruction that is the direct result of any negligent or intentional act or omission of the Lessor or its employees.
17. **INSURANCE; WAIVER OF SUBROGATION.** The Tenant shall, at its own cost and expense, carry public liability insurance from an insurer acceptable to the Lessor of not less than the statutory limitations pursuant to Minnesota Statutes Chapter 466 and Tenant Insurance of One Million (1,000,000.00) Dollars for personal and property damage. All policies of insurance shall name the Lessor as an additional insured and loss payee and shall provide for not less than thirty (30) days written notice to the Lessor before cancellation. Before taking possession of the Leased Premises, the Tenant shall provide the Lessor with a certificate of insurance noting the requirements set forth in this Paragraph, and otherwise acceptable of the Lessor. The Lessor and the Tenant each hereby release the other from any and all liability or responsibility to the other or anyone claiming through or under them by way of subrogation or otherwise for any loss or damage to property caused by fire or any of the extended coverage casualties covered by the insurance maintained hereunder, provided, however that this release shall be applicable and in force and effect only with respect to loss or damage occurring during such times as the releasor's policies shall contain a clause or endorsement to the effect that may release shall not adversely affect or impair said policies or prejudice the right of the releasor to recover thereunder. The Lessor and the Tenant shall cause their respective insurers to include such a clause or endorsement in their policies of insurance.

The Tenant shall maintain property loss insurance for its personal property and business fixtures. The Lessor shall maintain fire and extended coverage covering the real property.

**INDEMNITY.** The Tenant and the Tenant's successors and assigns shall indemnify, hold harmless and defend the Lessor and the Lessor's successors and assigns from any claim or damage arising out of any injury, death or property damage occurring in, on or about the Leased Premises or the Early Learning Building to the Tenant or an employee, agent, customer or invitee of the Tenant, except to the extent such injury, death or property damage shall be the direct result of the negligent or intentional act or omission of the Lessor or its employees, agents or representatives. Indemnification under this paragraph shall be limited to injury, death or property damage resulting from the negligence, intentional act or omission of the Tenant, its employees, independent contractors, business associates or affiliates, guests and invitees.

18. **EVENTS OF DEFAULT.** Each of the following shall constitute an "Event of Default" by the Tenant under this Lease:
- A. The failure by the Tenant to pay any and all charges to be paid pursuant to this Lease within ten (10) days following the due date;
  - B. The insolvency of the Tenant, any transfer by the Tenant in fraud of creditors, or any assignment by the Tenant for the benefit of creditors;
  - C. The vacating or deserting by the Tenant of all or any substantial portion of the Leased Premises;
  - D. The failure by the Tenant to comply with any term, provision or covenant of this Lease and the failure by the Tenant to cure such failure within thirty (30) days after notice from the Lessor.
19. **REMEDIES.** Upon the occurrence of any Event of Default, the Lessor, at its option and in addition to all other rights and remedies available to the Lessor by law or by the other provisions hereof, may:
- A. terminate this Lease and all of the Lessor's and the Tenant's rights and obligations hereunder; or
  - B. declare this Lease forfeited and the Lease Term ended upon ten (10) days written notice to the Tenant, and to reenter the Leased Premises, with or without process of law, using such reasonable force as may be necessary to remove all persons and chattels therefrom, and the Lessor shall not be liable for damages by reason of such reentry or forfeiture.
20. **NOTICE.** Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered, whether actually received or not, when deposited in the United States mail, postage prepaid, certified or registered mail, addressed to the parties hereto at the addresses set forth below, or at such other address as they have previously designated in written notice delivered in accordance with this paragraph:

If to Lessor: Independent School District No. 199  
2990 80<sup>th</sup> Street East  
Inver Grove Heights, MN 55076

If to Tenant: Head Start/CAP Agency  
712 Canterbury Road, Shakopee MN 55379

Any notice or document required or permitted to be delivered hereunder by the Lessor to the Tenant also shall be deemed to be delivered if and when delivered personally to the Tenant at the Leased Premises.

21. **RULES AND REGULATIONS.** The Tenant shall observe such rules and regulations which from time to time may be promulgated by the Lessor for the general safety, comfort and convenience of the Lessor, occupants and tenants.
22. **COMPLIANCE WITH LAWS, REGULATIONS, AND POLICIES.** The Tenant shall abide by all federal, state, and local laws and regulations. The Tenant agrees not to discriminate on the basis of race, color, sex, creed, national origin, disability, age, sexual orientation, status with regard to public assistance, or religion.
23. **WAIVER.** Any failure of the Lessor to insist upon strict performance of any term, covenant or condition of this Lease, or to exercise any option herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, covenant, condition or option, but the same shall continue and remain in full force and effect. The receipt by the Lessor of any charges to be paid pursuant to this Lease with knowledge of a breach in any terms, covenants or conditions of this Lease to be kept or performed by the Tenant shall not be deemed a waiver of such breach, and the Lessor shall not be deemed to have waived any provision of this the Lease unless expressed in writing and signed by the Lessor.
24. **SURRENDER.** On the last day of the term of this Lease or on the sooner termination thereof, the Tenant shall peaceably surrender the Leased Premises in good condition and repair consistent with the Tenant's duty to make repairs as provided herein. On or before the last day of the Lease Term or on the sooner termination thereof, the Tenant shall at its expense remove all of the Tenant's personal property from the Leased Premises, and any property not removed shall be deemed abandoned. All alterations, additions and fixtures which have been made or installed upon the Leased Premises by either the Lessor or the Tenant shall remain as the Lessor's property and shall be surrendered with the Lease Premises as a part thereof. The Tenant shall promptly surrender all keys for the Leased Premises and the Building to the Lessor at the place then fixed for payment of any charges and shall inform the Lessor of combinations on any locks or safes on the Leased Premises.
25. **MISCELLANEOUS**

- A. Words of any gender used in this Lease shall be held and construed to include any other gender, and words if the singular number shall be held to include the plural, unless the context otherwise requires.
- B. The terms, provisions, covenants and conditions contained in this Lease shall apply to, inure to the benefit of, and be binding upon the parties hereto and their respective legal representatives, successors and permitted assigns, except as otherwise herein expressly provided.
- C. If any clause or provision of this Lease is or becomes illegal, invalid or unenforceable because of present or future laws or any rule or regulations of any governmental body or entity or valid court order, then the remainder of this Lease shall not be affected thereby unless such illegality, invalidity or unenforceability is, in the sole discretion of the Lessor, essential to the rights of both parties, in which event the Lessor shall have the right to terminate this Lease upon written notice to the Tenant.
- D. The Lease does not create the relationship of principal and agent or of partnership or of joint venture or of any association between the Lessor and the Tenant, the sole relationship between the Lessor and the Tenant being that of lessor and tenant.
- E. Each term and each provision of this Lease performable by the Tenant shall be construed to be both a covenant and a condition.
- F. The paragraph headings of this Lease are for convenience only and do not define, limit or construe the contents of such paragraphs.
- G. This Lease shall supersede all negotiations or other communications, written or verbal, regarding the terms and conditions of the relationship between the Lessor and the Tenant created hereby, and there are no agreements and conditions of the relationship between the Lessor and the Tenant created hereby, and there are not agreements between the Lessor and the Tenant, written or verbal, other than those expressed herein.
- H. This Lease can only be modified or amended by an Agreement in writing signed by the Lessor and the Tenant.
- I. Any and all indebtedness owing by the Tenant to the Lessor pursuant to this Lease which remains unpaid shall bear interest at the maximum rate permitted by law from the date due until paid.
- J. This Agreement shall be construed in accordance with the laws of Minnesota.
- K. Each party represents and warrants to the other that the signatory of that party is authorized to enter into this Agreement for and on behalf of that party.

25. ENTIRE AGREEMENT. This agreement represents the entire understanding and agreement between the parties hereto and this lease agreement may not be altered, changed or amended, except by an instrument in writing, signed by all parties hereto.

IN WITNESS WHEREOF, the Lessor and the Tenant have executed this Lease Agreement on the respective dates set forth below.

LESSOR:  
INDEPENDENT SCHOOL DISTRICT NO. 199

By: \_\_\_\_\_  
Its Chair

By: \_\_\_\_\_  
Its Clerk

Dated: \_\_\_\_\_

TENANT:  
HEAD START/CAP AGENCY

By: \_\_\_\_\_  
Its \_\_\_\_\_

By: \_\_\_\_\_  
Its \_\_\_\_\_

Dated: \_\_\_\_\_

## Exhibit A

Insert copy of the floor plan with room designated.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

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**Meeting of:** July 14, 2014

**This agenda item is for:** Business

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**Purpose:** To accept the following gifts and donations to Inver Grove Heights Community Schools:

1. Donation totaling \$500.00 to Simley High School for classroom supplies from Hometown Meats.
2. Donation of a wheelchair with an estimated value of \$1,500.00 to Inver Grove Heights Community Schools from Deb and Greg Rettinger.
3. Donation of a wheelchair with an estimated value of \$1,500.00 to Inver Grove Heights Community Schools from Robert and Terry Richter.

**Justification:**

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**Board Policy Considerations:** Policy 706 – Acceptance of Gifts.

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**Budget Considerations:**

**Estimated Contract Cost:**

**Budget Code:**

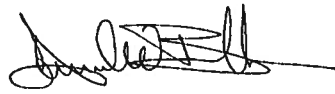
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**Initiator:** Cindy Nordstrom, Board Chair

**Date:** July 14, 2014

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**Superintendent's Approval:** \_\_\_\_\_



**Date:** July 14, 2014

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**Documents Attached:** None.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

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**Meeting of:** July 14, 2014

**This agenda item is for:** Personnel

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**Purpose:** To approve the 2014-2015 Teacher Development and Evaluation Joint Agreement.

**Justification:** This was reviewed and approved by the Teacher Evaluation Committee.

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**Board Policy Considerations:**

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**Budget Considerations:**

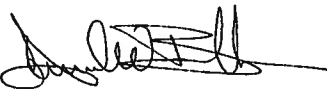
**Estimated Contract Cost:**

**Budget Code:**

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**Initiator:** Penny Kaszas, Director of Curriculum and Instruction **Date:** July 14, 2014

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**Superintendent's Approval:**  **Date:** July 14, 2014

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**Documents Attached:** Copy of Agreement.



## **TEACHER DEVELOPMENT AND EVALUATION JOINT AGREEMENT**

### **I. PURPOSE.**

This Agreement is entered into between Education Minnesota – Inver Grove Heights Local 1718 and Independent School District No. 199. The Union and the District are parties to a collective bargaining agreement governing the terms and conditions of employment for teachers employed by the District, pursuant to the Public Employment Labor Relations Act (PELRA), Minn. Stat. §179A.01 *et. Seq.*

Through joint agreement, the parties have developed a teacher development and evaluation plan and implementation process pursuant to the requirements of Minn. Stat. §122A.40, Subd. 8 (Teacher Development and Evaluation Plan.)

The TDE Plan created by a joint Union-District committee, ratified by the Union's general membership, and adopted by the District School Board, is detailed in the TDE Plan document, "Teacher Development and Evaluation Plan," dated as attached and incorporated.

### **II. TERM.**

The TDE plan will take effect on July 1, 2014. This Agreement will remain in effect through June 30, 2015. In the event the Agreement expires, the TDE Plan in effect at the time of expiration will remain in effect, without unilateral modification by either party, until a successor agreement is reached.

### **III. TEACHER.**

The TDE Plan is applicable to all members of the teacher bargaining unit represented by the exclusive representative.

### **IV. TDE OVERSIGHT COMMITTEE.**

A joint Union and District TDE Oversight Committee ("TDE Oversight Committee" or "Committee") shall be responsible for overseeing implementation of the TDE Plan including the process to move from the current teacher development, evaluation, or peer review process used in the District.

- A. Members. The Committee will consist of members from elementary and secondary administration, district administration, elementary and secondary teachers, special education teachers and administration, teacher specialists, and school board members.

- B. Meetings. The Committee must meet at least four times during each school year. Summer meetings may be scheduled if necessary. If a meeting is scheduled during a school day, the District shall pay the cost of any necessary substitutes.
- C. Additional Duties.
1. The Committee will advise on the budget related to TDE expenditures. Financial reports will be available to the Committee at the request of a member.
  2. The Committee will work to ensure that communications about the TDE Plan to teachers and administrators occurs in a timely and consistent manner.
  3. The Committee will make recommendations to the District and Union on modifications to the TDE Plan.
  4. The Committee will review any statutory changes to the requirements in Minn. Stat. §122A.40, Subd. 8 and any changes to the State Plan, if applicable, and make recommendations to the District and Union on modifications to the TDE Plan.
  5. The Committee will discuss and address any inquiries regarding the TDE Plan by the MDE.

## **V. PLAN MODIFICATIONS.**

The parties agree any suggested modifications to the TDE Plan will be discussed at a TDE Oversight Committee meeting. Any modifications to the TDE Plan will be made by mutual agreement. Neither party may unilaterally modify the TDE Plan. The Oversight Committee may make minor modifications to the agreement that do not change the substance of the agreement in order to clarify intent, reduce ambiguities, or respond to unforeseen problems. Otherwise, the TDE Plan in effect will remain in effect until proposed modifications have been adopted through the ratification and adoption process.

## **VI. POSTING REQUIREMENTS.**

The Committee will determine the appropriate electronic venue to post copies of the TDE Plan so that it is always available. In addition, electronic copies will be sent to all staff at the commencement of the TDE Plan, to new staff at the start of each subsequent school year, and to any staff upon request. Notice to all teachers and administrators must be provided electronically within ten (10) contracted workdays of any changes to the TDE Plan.

**VII. COMPENSATION.**

Compensation for duties or positions associated with the TDE Plan and the TDE Oversight Committee will be paid in accordance with the collective bargaining agreement between the parties.

**VIII. GRIEVABILITY.**

The parties agree that this Agreement and items incorporated herein will be processed in accordance with the grievance process of the collective bargaining agreement between the parties.

Signatures below signify agreement by all parties:

\_\_\_\_\_  
School Board Chair

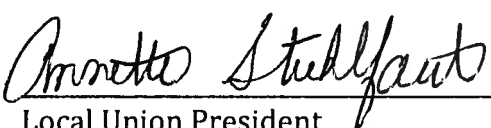
\_\_\_\_\_  
Date

\_\_\_\_\_  
School Board Clerk

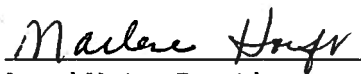
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Superintendent

7/3/14  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Local Union President

6/5/14  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Local Union President

6/5/14  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Negotiator

6/5/14  
\_\_\_\_\_  
Date

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

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**Meeting of:** July 14, 2014

**This agenda item is for:** Personnel

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**Purpose:** To approve the 2014-2016 Director of Human Resources Contract.

**Justification:** This was reviewed by the Personnel Committee.

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**Board Policy Considerations:**

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**Budget Considerations:**

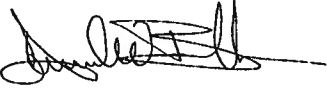
**Estimated Contract Cost:**

**Budget Code:**

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**Initiator:** Dave Bernhardson, Superintendent **Date:** July 14, 2014

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**Superintendent's Approval:**  **Date:** July 14, 2014

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**Documents Attached:** Copy of Contract.

**BOARD AGENDA ITEM FORM**  
Inver Grove Heights Community Schools

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**Meeting of:** July 14, 2014

**This agenda item is for:** Personnel

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**Purpose:** To approve the 2014-2016 Director of Business Services Contract.

**Justification:** This was reviewed by the Personnel Committee.

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**Board Policy Considerations:**

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**Budget Considerations:**

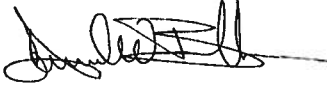
**Estimated Contract Cost:**

**Budget Code:**

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**Initiator:** Dave Bernhardson, Superintendent **Date:** July 14, 2014

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**Superintendent's Approval:**  **Date:** July 14, 2014

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**Documents Attached:** Copy of Contract.