

***SUCCESS FOR
EACH, RESPECT
FOR ALL***

The Cook County School District is committed to academic excellence. We promote **success for each** student through high expectations and responsiveness to the individual student's needs.

Our culture fosters **respect for all** members of the school community, recognizing and welcoming our diversity. We provide a safe environment in which mental and physical health is a priority.

We honor collaboration with student, family, and community stakeholders in the educational process. We work together to set and meet goals that will fulfill our vision.

In a mutual effort of vigilance we will monitor and adapt our performance.

SISSY LUNDE
School Board Chair

DEBRA WHITE
School Board Clerk

CHRIS GOETTL
School Board Treasurer

CARRIE JANSEN
School Board Member

DR. WILLIAM CRANDALL
Superintendent

Cook County School District - ISD 166

School Board Agenda

November 16, 2017

5:00 PM Regular Board Meeting

Jane Mianowski Conference Center

101 W 5th St., Grand Marais, MN

AGENDA

- 1.0 Call to Order
- 2.0 Pledge of Allegiance
- 3.0 Recognition of Visitors
- 4.0 Approve Meeting Agenda
- 5.0 Community Comments
Community Comments is an opportunity for the public to address the school board on an item included in this agenda in accordance with guidelines printed at the end of the agenda.
- 6.0 Student Highlights
- 7.0 Administrative Reports
 - 7.1 Principal Report-highlight item
 - 7.2 Assistant Principal Report-highlight item
 - 7.3 Superintendent Report-highlight item
- 8.0 Consent Agenda
 - 8.1 Approve Minutes-October 26, 2017 & November 1, 2017.
 - 8.2 Approve Payment of Bills-October 25, 2017, November 1, 2017, November 3, 2017 through November 9, 2017. Wire Transfer November 1, 2017.
 - 8.3 Electronic Funds Activity-October 2017
 - 8.4 Board Reports
- 9.0 Discussion/Action Items
 - 9.1 Approve Expenditure Revenue Report-October 2017.
 - 9.2 Goals Report
 - 9.3 Bond Update
 - 9.4 Review Discipline Policy from HS/MS Student Handbook
 - 9.5 Communication/Collaboration Committee Discussion
 - 9.6 Sawtooth Mountain Bike Trail Update
 - 9.7 Discuss Superintendent Contract
 - 9.8 Second reading of ISD 166 Wellness Policy
 - 9.9 New Board Member Search Update
- 10.0 Personnel
 - 10.1 Approve Hire of Early Childhood Family Education Teacher
 - 10.2 Approve Hire of Paraprofessional
 - 10.3 Approve Hire of Activities Director
 - 10.4 Approve Resignation of Middle School Math Teacher
- 11.0 Adjourn

I.S.D. 166 Guidelines for Community Comments

Revised 1/29/2014

Approved 2/6/2014

1. Anyone indicating a desire to speak will be acknowledged by the Board Chair. When called upon to speak, please state your name and topic.
2. All remarks shall be addressed to the board as a whole, not to any specific member(s) or to any person who is not a member of the board.
3. If there are a number of individuals present to speak on the same topic, please designate a spokesperson to summarize the issue.
4. Please provide at least 8 copies of any documents that you plan to share.
5. If you need electronic equipment or other assistance setting up, please contact the District Office and the district will try to accommodate your request(s).
6. Please answer the following questions (if appropriate) within your presentation:
 - a. What agenda item does the proposal relate to?
 - b. How would students benefit from the proposal?
 - c. How does the proposal impact the future educational services and financial responsibility of the district?
 - d. What data or research supports the proposal?
7. Please limit your comments to three minutes. Longer time may be granted at the discretion of the Board Chair.
8. If you have written comments, the board would like to have a copy, which will help them better understand, investigate and respond to your proposal.
9. During *Community Comments* the board and administration listen to comments and respond immediately whenever possible. If additional research is needed, responses will be shared at the next regularly scheduled board meeting. Board members or the Superintendent may ask questions of you in order to gain a thorough understanding of your concern, suggestion or request.
10. Please be aware that disrespectful comments or comments of a personal nature, directed at an individual either by name or inference, will not be allowed. Personnel concerns should be directed first to the principal, then to the superintendent and then in writing to the board.
11. Please refrain from making comments at other times during the board meeting.
12. If you have a concern which arises after Community Comments have been presented, please make note of your concern and share it with the board chair following the meeting.
13. After Community comments have been heard refrain from interrupting the meeting. Personal comments, opinions, grammatical corrections, etc. should not be made during the meeting.

7.1

School Board Report
PK-12 Principal Adam Nelson
November 16, 2017

Q-Comp Update - Peer Evaluations are underway. Inter-rater reliability training has been completed.

Thank You Grand Portage - Sampson Brothers - Biography - The Sampson Brothers strive to promote Cultural Pride, Unity, and Hope through setting a positive example through Art, Education, and Dance. They hope to give back to their Tribe and the Indigenous Community as a whole by breaking stereotypes and thus creating opportunities for generations to come. They aim to not only be successful artists, but use that success to educate and keep their culture alive. With perseverance in education and tradition they bridge two worlds to provide positive inspiration as 21st century warriors.

Applied Learning Institute (ALI) Grant Update - Our Industrial Arts shed is almost complete. There is roughly \$70,000 left in the grant to complete the update of our program.

Fall Sports Recap - Cross Country boys and girls finished 5th and 13th at the state meet. Football lost in the section final 28-6 to Northwoods. Volleyball (won/lost in) the Consolation Bracket at the state volleyball tournament.

Winter Sports - The winter sports season has started.

Learning Sciences International (LSI) - Conducted a C4i Day (11/1) and Rigor Walk (11/8).

Assistant Principals Report – Board MTG 11/16/2017

1. Assistive Technology Training Continued - team members and other staff are invited to participate in a series of online trainings through the year, culminating in a workshop in the spring. Examples of assistive technology include speech touch devices, etc.
2. Early Childhood Advisory Council continues to be helpful for ideas, and discussing and providing funding towards various projects and initiatives. Thank you to this group for recently funding some additional preschool materials.
3. Thank you to Grand Portage and Ms. Maria Burnett for funding, bringing, and introducing the Sampson Brothers to our students – it was very special and a great experience for all students, and fun to see some try the hoops on stage.
4. Anti-Bully Contest Winners at the Middle School (2 posters) and Elementary (1 poster) levels received zipper earbuds and glow necklace prizes. The biggest prize was seeing the amazing creativity of our students on display though. Thank you to Anna Sandstrom and Kris Hoffman for the activities last month.
5. Mr. Hoffman and Myself are traveling to a Bullying Investigation training in Duluth on the 20th to review our practices on determining bullying taking place.

Superintendent Crandall's Board Report: October 2017

- Contract negotiations process continues with Principals, individual contracts, and CCEA.
- I attended the Minnesota Indian Education Association conference in November 15
- The district has the food service audit the end of November
- I attended a law conference in October put on by our legal team.
- Met with the Cook County Chamber of Commerce group discussing the possibility of working with Higher Ed and the school district with the possible addition of a culinary arts program for the community through Higher Ed.
- Held a community meeting regarding what the district and community can do relative to dealing with racism, harassment and bullying in the schools and community.
- Planning continues with science and culinary arts space
- Bus garage covered and progressing towards completion.
- Set up with Ed MN a plan for future for staff and community working together on bring us together with one focus.
- The administration remain excited about this new initiative for our staff and ultimately our students.
 - Rigor walks have been done at each school which look at the systems of instruction taking place within our schools.
 - EIP leadership meeting was attended by a group of staff looking at the LSI initiative.
- Qcomp meeting for the oversight committee.
- Schools have held fall conferences and the first quarter of the school year has been completed.
- Had a Perkins meeting representing the school.

INDEPENDENT SCHOOL DISTRICT 166**101 W. 5th St.****Grand Marais, MN 55604****Minutes****October 26, 2017**

The School Board of Independent School District 166 met for a Regular Meeting October 26, 2017 at 5:00 p.m., at the Old Log Cabin (across from the Community Center) Grand Portage, MN. Members present were Goettl, Jansen, Lunde, and White. Member Anderson was absent. Also present were Superintendent Crandall, Principal Nelson, Assistant Principal DeWitt, Transportation/Facilities Supervisor Tom Nelson, Business Manager Lori Backlund and Recording Secretary Pamela Puskala. Chair Lunde called the meeting to order at 5:01 p.m. The meeting opened with The Pledge of Allegiance. Chair Lunde recognized and welcomed visitors.

1. Goettl moved, seconded by Jansen, to approve the meeting agenda as amended. The motion was approved unanimously. The following amendment was made 9.9 Approve District Vehicle Purchase.
2. Community Comments is an opportunity for the public to address the school board on a school-related item, in accordance with guidelines printed at the end of the agenda. Pat Campanaro made a Community Comment.
3. Student Highlights were Anti-Bullying Day, 3rd and 4th Grade School News, Cross Country 1st place boys, 2nd place Girls.
4. Principal Nelson, Assistant Principal DeWitt, and Superintendent Crandall highlighted one item from their administrative reports.
5. White moved, seconded by Goettl, to approve the Consent Agenda. The motion was approved unanimously.
6. Goettl moved, seconded by White to Approve Expenditure Revenue Report-September 2017. The motion was approved unanimously.
7. Superintendent Crandall gave the Goals Report.
8. Business Manager Lori Backlund and Superintendent Crandall updated the board on the bond.
9. The Board discussed the Bullying/Harassment Policy.
10. Date of the Long Range Facilities Meeting Date is November 9, 2017 at 1:00pm in the Jane Mianowski Conference Center, 101 W 5th St., Grand Marais, MN. Board Member White will attend.
11. Board Member Anderson provided an update regarding the Communication and Collaboration Committee.
12. Goettl moved, seconded by White to Approve Propane Bid from North Shore Oil and Propane. The motion was approved unanimously.
13. First Reading of ISD166 Wellness Policy was made.
14. Jansen moved, seconded by White to Accept Resignation of Paraprofessional Jeanne Monson. The motion was approved unanimously.
15. Superintendent Contract Update was postponed until the November 16, 2017 meeting.
16. Goettl moved, seconded by Jansen to Approve Media Center Work Agreement for 2017-2019. The motion was approved unanimously..
17. Goettl moved, seconded by White to Approve District Finance Specialist Work Agreement for 2017-2019. The motion was approved unanimously.

18. Jansen moved, seconded by Goettl to Approve Facilities/Transportation Specialist Work Agreement for 2017-2019. The motion was approved unanimously.

19. Goettl moved, seconded by Jansen to Approve District Office Assistant/Community Ed Assistant Work Agreement for 2017-2019. The motion was approved unanimously.

20. Goettl moved, seconded by Jansen to Approve Hire of Paraprofessional Jesse Anderson. The motion was approved unanimously.

21. Goettl moved, seconded by Jansen to Approve Winter Coaches. The motion was approved with one member abstaining

22. The board took a break at 6:51pm.

23. The board reconvened at 7:30pm.

24. Goettl moved, seconded by Lunde, to Recess into Closed Session for Negotiation Strategy per Minnesota Statute 13D.03. The motion was approved unanimously.

25. White moved, seconded by Goettl, to Reconvened from Closed Session to Regular Session at 8:19 pm. The motion was approved unanimously.

26. Goettl moved, seconded by White, to Adjourned the Regular Session at 8:19 pm.

INDEPENDENT SCHOOL DISTRICT 166

101 W. 5th St.

Grand Marais, MN 55604

Minutes

November 1, 2017

The School Board of Independent School District 166 met for a Special Meeting November 1, 2017 at 5:30 p.m., in the Jane Mianowski Conference Center, 101 W 5th St., Grand Marais, MN. Members present were Goettl, Jansen, Lunde, and White, Anderson absent. Also present were Superintendent Crandall, Assistant Principal DeWitt and Recording Secretary Pamela Puskala. Chair Lunde called the meeting to order at 5:35 p.m. The meeting opened with The Pledge of Allegiance. Chair Lunde recognized and welcomed visitors.

1. Goettl moved, seconded by White, to approve the meeting agenda. The motion was approved unanimously.
2. Community Comments is an opportunity for the public to address the school board on a school-related item, in accordance with guidelines printed at the end of the agenda. Rhonda Silence made community comment.
3. Goettl moved, seconded by Lunde, to accept the Resignation of School Board Member Jeanne Anderson representing District 5, with regret, appreciation and sorrow. Resignation effective date 11-1-17. The motion was approved unanimously.
4. The Grand Portage Dialog meeting date will be determined after the Grand Portage Administrative meeting.
5. White moved, seconded by Goettl, to Adjourned the Special Session at 5:58 pm.

Cook County SMART Finance Check Register by Bank and Check Number

8.2

*October 25, 2017
Bill Payments*

Batch Co.	Bank	Pynt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0166	1	28475	57898	Check	1	2739		ARROWHEAD LIBRARY SYSTEM	Yes	No	No	USD	10/25/2017	255.67
		28472	57899	Check	1	1507		BESTPREP	Yes	No	No	USD	10/25/2017	210.00
		28477	57900	Check	1	3159		CHRISTOPHER SMITH	Yes	No	No	USD	10/25/2017	83.00
		28482	57901	Check	1	3641		CINTAS	Yes	No	No	USD	10/25/2017	28.60
		28478	57902	Check	1	3229		DELTA DENTAL OF MN	Yes	No	No	USD	10/25/2017	1,290.55
		28487	57903	Check	1	3834		EDUCATION INNOVATION PARTNER	Yes	No	No	USD	10/25/2017	213.14
		28463	57904	Check	1	00044		HOUGHTON MIFFLIN CO	Yes	No	No	USD	10/25/2017	3,241.40
		28473	57905	Check	1	1742		ISD 6076	Yes	No	No	USD	10/25/2017	5,355.80
		28465	57906	Check	1	00873		ISD 704 PROCTOR SCHOOLS	Yes	No	No	USD	10/25/2017	100.00
		28469	57907	Check	1	01596		ISD 709	Yes	No	No	USD	10/25/2017	2,220.00
		28480	57908	Check	1	3384		IXL LEARNING	Yes	No	No	USD	10/25/2017	2,677.00
		28488	57909	Check	1	3838		KOLAR CHEVROLET BUICK GMC	Yes	No	No	USD	10/25/2017	525.00
		28470	57910	Check	1	02647		NELSON, SUSAN	Yes	No	No	USD	10/25/2017	11.80
		28485	57911	Check	1	3762		NORTHEAST SERVICE UNIT	Yes	No	No	USD	10/25/2017	2,964.00
		28479	57912	Check	1	3306		OBBERG, MELISSA	Yes	No	No	USD	10/25/2017	20.80
		28489	57913	Check	1	3842		OTTO LANDSCAPING INC	Yes	No	No	USD	10/25/2017	28,600.00
		28474	57914	Check	1	2186		PAN O GOLD BAKING CO	Yes	No	No	USD	10/25/2017	123.00
		28483	57915	Check	1	3720		RATWIK, ROSZAK & MALONEY, P A	Yes	No	No	USD	10/25/2017	430.50
		28471	57916	Check	1	1263		REINHART FOOD SERVICE	Yes	No	No	USD	10/25/2017	465.82
		28464	57917	Check	1	00664	r1	SCHOLASTIC INC	Yes	No	No	USD	10/25/2017	131.87
		28468	57918	Check	1	01557		STEVE'S SPORTS	Yes	No	No	USD	10/25/2017	137.33
		28486	57919	Check	1	3799		STEVE'S SPORTS & AUTO A/R	Yes	No	No	USD	10/25/2017	66.55
		28484	57920	Check	1	3745		SUSAN BRANDON-CADWELL	Yes	No	No	USD	10/25/2017	83.00
		28467	57921	Check	1	01554		SYSCO FOOD SERVICES OF MN	Yes	No	No	USD	10/25/2017	850.86
		28466	57922	Check	1	01042		THOMPSON PERFORMANCE	Yes	No	No	USD	10/25/2017	1,437.08
		28476	57923	Check	1	3087		WEST MUSIC	Yes	No	No	USD	10/25/2017	506.18
		28481	57924	Check	1	3457		WICKWIRE, MELISSA	Yes	No	No	USD	10/25/2017	240.00

Bank Total: 1

\$52,268.95

Report Total:

\$52,268.95

8.2

Cook County SMART Finance
Detail Payment Register By Check No.
Fund Summary

Fund Description	Total
01 General	\$50,663.34
02 Food Services	\$1,439.68
03 Pupil Transportation	\$165.93
Report Total	\$52,268.95

Cook County SMART Finance Check Register by Bank and Check Number

Bill Payments 11/1/17

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0166	1	28499	57925	Check	1	2898		ANDREW MICHAEL FRANK	Yes	No	No	USD	11/01/2017	80.00
		28502	57926	Check	1	3577		CORY OESTREICH	Yes	No	No	USD	11/01/2017	80.00
		28496	57927	Check	1	2405		DANIELA JOHNSON	Yes	No	No	USD	11/01/2017	80.00
		28504	57928	Check	1	3843		FARGO PUBLIC SCHOOL DISTRICT	Yes	No	No	USD	11/01/2017	500.10
		28490	57929	Check	1	00043	P1	HOLIDAY	Yes	No	No	USD	11/01/2017	492.42
		28498	57930	Check	1	2574		JOHN A JACOBSON	Yes	No	No	USD	11/01/2017	80.00
		28492	57931	Check	1	00588		MN UNEMPLOYMENT INSURANCE	Yes	No	No	USD	11/01/2017	1,592.01
		28494	57932	Check	1	1012		NORTH SHORE MUSIC ASSOCIATION	Yes	No	No	USD	11/01/2017	1,608.25
		28495	57933	Check	1	1263		REINHART FOOD SERVICE	Yes	No	No	USD	11/01/2017	29.82
		28506	57934	Check	1	3845		SAMPSON, LUMHE	Yes	No	No	USD	11/01/2017	1,100.00
		28505	57935	Check	1	3844		SAMPSON, SAMSOCHÉ	Yes	No	No	USD	11/01/2017	1,100.00
		28491	57936	Check	1	00469		SCHNOBRICH, MONICA	Yes	No	No	USD	11/01/2017	10.73
		28503	57937	Check	1	3827		SCIENCEFIRST	Yes	No	No	USD	11/01/2017	251.85
		28500	57938	Check	1	3331		SECTION 7A	Yes	No	No	USD	11/01/2017	6,485.00
		28497	57939	Check	1	2419		STEVE LINDBERG	Yes	No	No	USD	11/01/2017	190.00
		28493	57940	Check	1	01120		UPPER LAKES FOODS, INC	Yes	No	No	USD	11/01/2017	393.72
		28501	57941	Check	1	3362		WENGER CORP	Yes	No	No	USD	11/01/2017	1,184.00
		28507	57942	Check	1	1321		MADISON NATIONAL LIFE	Yes	No	No	USD	11/01/2017	134.69

Bank Total: 1

\$15,392.59

Report Total:

\$15,392.59

Cook County SMART Finance
Detail Payment Register By Check No.
Fund Summary

Fund Description	Total
01 General	\$12,701.88
02 Food Services	\$254.16
03 Pupil Transportation	\$538.10
04 Community Service	\$1,646.60
06 Bldg Construction	\$251.85
Report Total	\$15,392.59

Cook County SMART Finance Check Register by Bank and Check Number

*Spill
Start*

*Change
By*

AMOUNT

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0166	1	28543	57984	Check	1	02790	p1	ISD #99 ESKO PUBLIC SCHOOLS	Yes	No	No	USD	11/09/2017	70.00
		28549	57985	Check	1	1742		ISD 6076	Yes	No	No	USD	11/09/2017	15,807.34
		28531	57986	Check	1	00760		J W PEPPER & SON INC	Yes	No	No	USD	11/09/2017	330.99
		28522	57987	Check	1	00045		JOHNSONS FOODS	Yes	No	No	USD	11/09/2017	285.21
		28579	57988	Check	1	3821		KIRK OBERG	Yes	No	No	USD	11/09/2017	375.00
		28573	57989	Check	1	3673		LAKES COUNTRY SERVICE COOPEF	Yes	No	No	USD	11/09/2017	62.00
		28567	57990	Check	1	3503		LEARNING A-Z	Yes	No	No	USD	11/09/2017	659.70
		28553	57991	Check	1	2538		LIGHTSPEED TECHNOLOGIES	Yes	No	No	USD	11/09/2017	598.00
		28547	57992	Check	1	1438		MARKS PLUMBING SUPPLIES	Yes	No	No	USD	11/09/2017	91.74
		28548	57993	Check	1	1505		MN DEPT OF HEALTH	Yes	No	No	USD	11/09/2017	700.00
		28541	57994	Check	1	02139		MN DEPT OF LABOR & INDUSTRY	Yes	No	No	USD	11/09/2017	100.00
		28535	57995	Check	1	01064		MN ELEMENTARY SCH PRINCIP ASS	Yes	No	No	USD	11/09/2017	250.00
		28576	57996	Check	1	3734		MSC INDUSTRIAL SUPPLY CO	Yes	No	No	USD	11/09/2017	281.40
		28572	57997	Check	1	3664		MY BROTHERS PLACE AUTO REPAIR	Yes	No	No	USD	11/09/2017	919.59
		28528	57998	Check	1	00551		N E SERVICE COOPERATIVE	Yes	No	No	USD	11/09/2017	800.00
		28558	57999	Check	1	2934		NEOFUNDS BY NEOPOST	Yes	No	No	USD	11/09/2017	400.00
		28581	58000	Check	1	3841		NEW DOMINION SCHOOL AUSTIN	Yes	No	No	USD	11/09/2017	195.43
		28544	58001	Check	1	1012		NORTH SHORE MUSIC ASSOCIATION	Yes	No	No	USD	11/09/2017	1,072.25
		28564	58002	Check	1	3410		NORTH SHORE SUPERIOR PEST MA	Yes	No	No	USD	11/09/2017	190.00
		28577	58003	Check	1	3743		NORTHSHORE STEEL, INC	Yes	No	No	USD	11/09/2017	1,429.96
		28566	58004	Check	1	3456		NORTHSTAR CABLING & COMMUNIC	Yes	No	No	USD	11/09/2017	750.40
		28551	58005	Check	1	2186		PAN O GOLD BAKING CO	Yes	No	No	USD	11/09/2017	123.50
		28578	58006	Check	1	3776		PLASMACAM, INC	Yes	No	No	USD	11/09/2017	53.97
		28563	58007	Check	1	3331		REGION 7A	Yes	No	No	USD	11/09/2017	200.00
		28546	58008	Check	1	1263		REINHART FOOD SERVICE	Yes	No	No	USD	11/09/2017	2,193.88
		28557	58009	Check	1	2926		S & C MASONRY CONTRETE INC	Yes	No	No	USD	11/09/2017	125,809.45
		28534	58010	Check	1	00921		SCHOOL SPECIALTY INC	Yes	No	No	USD	11/09/2017	298.00
		28571	58011	Check	1	3657		SHI INTERNATIONAL CORP	Yes	No	No	USD	11/09/2017	181.20
		28574	58012	Check	1	3678		STAR AUTISM SUPPORT	Yes	No	No	USD	11/09/2017	1,465.00
		28539	58013	Check	1	01557		STEVE'S SPORTS	Yes	No	No	USD	11/09/2017	48.60
		28538	58014	Check	1	01554		SYSCO FOOD SERVICES OF MN	Yes	No	No	USD	11/09/2017	3,212.90
		28536	58015	Check	1	01120		UPPER LAKES FOODS, INC	Yes	No	No	USD	11/09/2017	2,207.68
		28565	58016	Check	1	3434		WIPFLI LLP	Yes	No	No	USD	11/09/2017	7,650.00
		28583	58017	Check	1	00093		EDWIN E THORESON INC	Yes	No	No	USD	11/09/2017	2,245.95

Bank Total: 1

\$287,718.55

Report Total:

\$287,718.55

Cook County SMART Finance
Detail Payment Register By Check No.
Fund Summary

Fund Description	Total
01 General	\$61,454.60
02 Food Services	\$9,431.56
03 Pupil Transportation	\$9,629.15
04 Community Service	\$2,228.07
05 Capital Expenditure	\$696.29
06 Bldg Construction	\$204,278.88
Report Total	\$287,718.55

Bill Wires Nov.

Cook County SMART Finance
Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
0166	5	3120			PNC EQUIPMENT FINANCE LLC		Wire	
			E 01	005 850 000 000 580	Principal Cap. Lease		\$4,700.98	
			E 01	005 850 000 000 581	Interest Cap. Lease		\$1,281.59	
Voucher #: 44321 Invoice Invoice No: 6104259							Paid Amt:	\$5,982.57
							Check Amount:	\$5,982.57
							Report Total:	\$5,982.57

Cook County SMART Finance
Detail Payment Register By Check No.
Fund Summary

<u>Fund Description</u>	<u>Total</u>
01 General	\$5,982.57
Report Total	\$5,982.57

Electronic Funds Activity

Oct 17

<u>Acct #</u>	<u>Product</u>	<u>Date</u>	<u>Amount</u>	<u>Deposit Acct</u>	<u>Description</u>
PMA	101 OP	10/4/2017	\$ 5,982.57	PNC Monthly Bill	Bills
PMA	101 OP	10/10/2017	\$ 150,000.00	Grand Marais State Bank	Payroll
MSDLAF	Max	10/4/2017	\$ 90,000.00	Grand Marais State Bank	Bills
PMA	1010 OP	10/13/2017	\$ 200,000.00	Grand Marais State Bank	Bills
PMA	101 OP	10/25/2017	\$ 225,000.00	Grand Marais State Bank	Payroll
PMA	101 OP	10/25/2017	\$ 33,000.00	Grand Marais State Bank	Bills
MSDLAF	MAX	10/25/2017	\$ 18,302.15	Grand Marais State Bank	Bills
			\$ 722,284.72		

Additional Electronic Activity

<u>Grand Marais State Bank Payroll Items</u>	<u>Amount</u>	<u>Purpose</u>
Grand Marais State Bank Payroll Items	\$ 77,415.81	TRA, PERA, State & Fed Tax, MSRS, H.S.A, 403B De
Grand Marais State Bank Payroll Items	\$ 79,852.75	TRA, PERA, State & Fed Tax, MSRS, H.S.A, 403B De

Deb White, District 1

November 10, 2017

Since the last school board meeting, I attended the Community Dialogue session. I participated in the activities director interviews and the long term facilities & maintenance meeting with Architectural Resources, Inc , the architectural firm that the district is working with on the numerous school building roofing, and renovation projects.

Board Report for Sissy Lunde
November 16, 2017

October 31st

QOC Meeting

Reviewed SMART Goals for teaching staff that needed additional work or clarification. Discussion on the upcoming PDD and PLC's schedule for November 3rd. Peer evaluations have begun.

November 1st

Attended the community engagement meeting.

November 8th

QOC Meeting

All SMART Goals have been completed. Surveys will be sent to the teachers and QOC members in January for purposes of evaluating the program. This survey happens twice per year. There was a preliminary discussion regarding the calendar for 2018-2019. A draft will be provided at the next QOC meeting. Review of the upcoming schedules for the PLC/PDD days.

1.9

Cook County School District #166
FY 2018 Through Sept 2017

2017-2018
 EXP/REV Report
 Oct Fiscal Year 18

9.1

*16-17 Thru Oct 2017

Fund	EXPENDITURES		YTD Oct		YTD Oct		% of 2016-2017 Budget	Oct FY '17 vs Oct FY '18 Difference		% of 2017-2018 Budget
	Actual * 2016-2017 Expenses	Budgeted 2017-2018 Expenses	2016-2017 Expenses	2017-2018 Expenses	2016-2017 Budget	2017-2018 Revenue		Oct FY '17 vs Oct FY '18 Difference		
General Fund (01)	5,891,825	5,724,096	1,143,005	1,155,465	19.4%	1,557,299	12,460	20.2%		
Administrative & Support Svc	536,707	576,831	170,596	172,902	31.8%	40,462	2,306	30.0%		
Regular Instruction	2,800,948	2,789,343	507,800	491,758	18.1%	150	(16,042)	17.6%		
Vocational Instruction	148,569	150,448	24,241	29,804	16.3%	18,410	5,563	19.8%		
Special Education Inst	986,958	1,157,400	150,032	183,425	15.2%	-	33,393	15.8%		
Instructional Support	272,177	228,824	106,657	98,488	39.2%	(6,178)	(8,169)	43.0%		
Pupil Support	152,628	172,103	27,188	29,333	17.8%	1,030	2,145	17.0%		
Sites & Buildings	800,222	611,747	140,648	133,245	17.6%	3,201	(7,402)	21.8%		
Fiscal & Other Fixed Costs	37,300	37,400	15,844	16,510	42.5%	-	667	44.1%		
Food Service (02)	218,042	224,683	41,193	49,849	18.9%	-	8,655	22.2%		
Transportation (03)	417,878	380,340	143,998	124,589	34.5%	1,557,299	(19,409)	32.8%		
Community Service (04)	170,709	264,278	41,434	39,929	24.3%	40,462	(1,505)	15.1%		
Capital Outlay (05)	109,269	223,800	171,772	11,055	157.2%	150	(160,716)	4.9%		
Construction (06)	364,027	5,850,000	-	1,194,985	0.0%	18,410	1,194,985	20.4%		
Debt Service (07) & (47)	1,112,321	1,111,022	157,631	231,876	14.2%	-	74,245	20.9%		
Trust (08) & (25)	51,702	50,671	6,561	10,077	12.7%	3,201	3,516	19.9%		
Agency Fund (09)	-	-	24,308	-	#DIV/0!	-	(24,308)	-		
Total	8,335,772	13,828,890	1,729,902	2,817,825	20.8%	1,557,299	1,087,923	20.4%		
Total Funds 01, 03 & 05	6,418,972	6,328,236	1,458,775	1,291,110	22.7%	40,462	(167,665)	20.4%		
REVENUE	Actual* 2016-2017 Revenue	Budgeted 2017-2018 Revenue	YTD Oct 2016-2017 Revenue	YTD Oct 2017-2018 Revenue	% of 2016-2017 Budget	Oct FY '17 vs Oct FY '18 Difference	% of 2017-2018 Budget			
Fund										
General Fund (01)	5,895,045	5,908,059	1,959,272	1,557,299	33.2%	(401,973)	26.4%			
Food Service (02)	242,919	233,000	28,794	40,462	11.9%	11,668	17.4%			
Transportation (03)	468,454	453,726	8,521	150	1.8%	(8,371)	0.0%			
Community Service (04)	221,520	229,225	32,834	18,410	14.8%	(14,424)	8.0%			
Capital Outlay (05)	224,117	222,935	-	-	0.0%	-	0.0%			
Construction (06)	6,646,150	23,000	-	(6,178)	0.0%	(6,178)	-26.9%			
Debt Service (07) & (47)	1,070,259	781,739	965	1,030	0.1%	66	0.1%			
Trust (08) & (25)	10,045	10,430	5,511	3,201	54.9%	(2,310)	30.7%			
Agency Fund (09)	-	-	24,308	-	-	(24,308)	-			
Total	14,778,508	7,862,114	2,060,205	1,614,374	13.9%	(445,831)	20.5%			
Total Funds 01, 03 & 05	6,587,615	6,584,720	1,967,793	1,557,449	29.9%	(410,344)	23.7%			

Actual FY17 will keep changing as FY16 bills are paid and audit Journal Entries are posted.

Cook County Schools GOALS

November 2017

Success for Each; Respect for All!

- **Goal 1:** The Cook County Schools will build a positive school-community climate conducive for student learning, effective teaching, and community pride for all students.
 - Objective: Address School Wide Positive Cultural Change to Include Racial Awareness Inclusive to all Students.
 - A school team is formed composed of building administration, counselor, Grand Partage liaisons, social worker and staff members.
 - There is a Diversity committee formed in the district.
 - The school hosted a community meeting to address the community school issues relative to harassment, racism, and bullying.
 - The secondary students are completing a school climate survey that is correlated with past MN State Surveys for longitudinal data for future planning on Friday.
 - The school team has set up a series of meetings with the assistance of Education Minnesota. It is titled *Community Storytelling* series involving the community.

- **Goal 2:** The Cook County Schools will increase academic achievement for all students throughout the school district.
 - Administration held a rigor walk looking at the instructional and school systems in place in our schools through the LSI framework.
 - A leadership team of primarily staff is formed to focus on reviewing and sharing instructional practices in the schools.
 - Through Qcomp all staff have goals associated with the overall goal of improving academic achievement.

- **Goal 3:** The Cook County Schools will effectively manage the school district's resources and ensure fiscal responsibility when implementing school district expenditures and allocation of resources.
 - The business manager completed the work on the final numbers for FY17
 - The district completed an annual audit to verify fiscal accuracy
 - The district had an audit on the teachers retirement association practices
 - The district will be conducting a food service audit the end of November.
 - Held a facilities meeting reviewing the bond projects as part of the meeting.

		Comments
Security and Technology		Total available = \$400,000
Server Upgrade	\$15,121.88	Requisition for Jake
Web Upgrade	\$4,930.00	estimated
Rekey School	\$17,722.50	Estimate per quote from Northern Door
Bus Camera's	\$11,229.00	per quote/based on final number of buses
Camera equip	\$99,174.40	Northstar Cabling
Cameras	\$5,991.89	Northstar Cabling bills 9/8/17
School Radios	\$2,515.00	Arrowhead Radio
Bus Radios	\$5,530.00	Cook county Auditor in bills 8/31
Cloud Controllers	\$11,840.74	CW Tech
Timeclock upgrade	\$5,151.74	Timeclock Plus
Oberg, Kirk	\$375.00	Webiste work & Hosting
Cook Cty Auditor	\$336.00	Armor Radio Batteries
Security / Tech	\$220,081.85	Project Total Available
Re-roof project Y17012		Auditorium / Roofing = \$795,000
ARI	\$6,693.75	in bills paid 3/22/17
Bid Advertisement	\$166.50	in bills paid 3/14/17
Jamar	\$263,295.00	Project 17-012 sawtooth and building services
ARI	\$8,606.25	in bills paid 4/19/17
ARI	\$4,143.20	in bills paid 5/9/17
ARI	\$671.70	in bills paid 6/15/17
ARI	\$1,119.01	in bills paid 7/21/17
ARI	\$1,342.80	in bills paid 8/3/17
ARI	\$1,891.85	in bills paid 8/3/17
ARI	\$376.13	ACA in bills paid 8/3/17
ARI	\$895.21	in bills paid 9/8/17
ARI	\$376.12	ACA in bills paid 9/8/17
Cook Cty Hwy	\$170.00	Forklift to be reimbursed
Re-Roof	\$505,252.48	Project Total Available
Bus Garage Y 17001		Total available \$710,000
ARI	\$3,506.25	in bills paid 3/22/17
ALTA Land Survey	\$2,404.00	In bills paid 4/7/17
Twin Ports Testing	\$4,307.00	in bills paid 5/9/17
ARI	\$12,856.25	in bills paid 5/9/17
Bid Publishing	\$279.00	in bills paid 5/9/17
Yard waste chg	\$81.20	in bills paid 5/31/17
ARI	\$33,768.82	in bills paid 6/15/17
ARI	\$4,336.71	in bills paid 7/21/17

ARI	\$1,891.85	in bills pid 8/3/17
ARI	\$1,008.98	in bills paid 9/8/17
ARI	\$3,153.07	in bills paid 10/12/17
Twin Ports Testing	\$4,051.75	in bills paid 9/25/17
Hotsy Equip	\$8,078.20	in bills paid 11/09/17
ARI	\$2,774.71	in bills paid 11/9/17
Bid Amount	\$741,900.00	Crawford Bid
Garage	-\$114,397.79	Project Available yet

Vehicles		Total Available = 505,000
Hoglund Busses	\$370,630.28	5 77 passenger buses 8/28/17
Hoglund Bus	\$55,862.37	14 Passenger bus, bills 8/3/17
Plow Attachments	\$6,839.50	United Truck Body 10/12/17
Plow Truck	\$35,529.75	Kolar Auto
Vehicles	\$36,138.10	Vehicles Available yet

Deferred Maint		Deferred Maintenance = \$400,000
Sidewalk/Concrete	\$8,740.00	Sidewalk and Concrete S&C quote (to Health and Safety?)
Elem Gym Floor	\$45,700.00	FLR Sanders
Cafeteria Floor	\$26,740.00	Sweede Bro bills paid 7/6/17
Classroom Floors	\$28,977.00	Contract Tile bills paid 8/17/17
Prep Cafeteria	\$2,707.00	Contract Tile bills paid 8/17/17
Hunt Electric	\$142.13	Wire cord for Kitchen Floor repair
United Rental	\$1,070.13	United rental lift to paint gym
Elem Gym Floor	\$1,500.00	Paint supplies Terry Blood
Gym Floor waste	\$282.00	in bills 7/5/17 to NorthShoreWaste
Floor Wax	\$1,050.30	Dalco Wax for new Classroom tile
Cook County Home	\$1,106.16	Paint supplies gyms and cafeteria
Cook County Home	\$2,456.18	Paint supplies - In bill 7/17/17
DUNLAP TILE	\$3,006.40	IN BILLS 7/21/17
Tile dumpster	\$408.00	in bills 8/3/17
Gym Floor Paint	\$4,197.29	in bills 7/21/17 Terry Blood
S&C Concrete	\$18,485.60	in bills 8/14/17, East Side by Football
Otto Landscape	\$28,600.00	Playground install 10/12/17
Jamar	\$6,124.00	Exhaust fan
Edwin Thoreson	\$2,245.95	Concrete
Deferred Maint Total	\$216,461.86	Deferred Maintenance Available

FFE		Furniture Fixture, Fixtures & Equipment = \$430,000
Tables	\$481.25	Menards in Duluth & Pick up 121.98
	\$429,518.75	FF&E Available
Science Labs		Science Labs = \$2,000,000
ARI	\$3,187.50	in bills paid 6/15/17
Lab Equipment	\$4,499.03	April W order Frey Scientific
Lab Equipment	\$251.85	Science First Order
Lab Equipment	\$329.30	Arbor Scientific Order
Lab Equipment	\$174.04	PB Medical Supplies
Lab Equipment	\$8,314.53	Vernier Order
Lab Equipment	\$448.70	Amazon order April & Chad
ARI	\$5,100.00	in bills paid 10/13/17
ARI	\$3,825.00	in bills paid 9/8/17
	\$1,973,870.05	Science Labs Available
Culinary Arts		Culinary Arts = \$1,160,000
ARI	\$3,187.50	in bills paid 6/15/17
ARI	\$3,825.00	in bills paid 7/21/17
ARI	\$6,375.00	in bills paid 11/3/17
	\$11,900.00	in bills paid 11/9/2017
	\$1,134,712.50	Culinary Arts Available
	\$100,000.00	Financing Expenditures Available = \$100,000
		Will be used on bus garage

apply to e-mail student accounts. Students will be provided a complete policy guide for e-mail use from the District Technology Department.

Texting

Cook County Schools policy prohibits school staff from texting students without a signed parent permission form. This form designates that the school staff person will only text students regarding the specific school sponsored activity.

Social Media Networking

The Cook County School District recognizes the importance of online social media networks as a communication and e-learning tool. School staff may obtain permission from Administration to utilize social media tools for academic purposes. The District prohibits social networking relationships on non-district approved networks between Cook County Schools employees and students, and between Cook County Schools employees and alumni under the age of 18.

Cameras, Cell Phones, Headphones and Electronic Devices

It is a privilege (*not a right*) for Cook County students to possess a cell phone and musical listening devices on school property. Students may maintain this privilege as long as the rules of use are adhered to.

Cameras are only to be used in school for class assignments, class projects or for teacher or principal approved occasions. Videotaping and photography without student or staff permission is prohibited. Under no circumstances should cameras (including cell phone cameras) be used in locker rooms or bathrooms. Students are expected to comply with data privacy at all times.

Student use of cell phones (including texting) without explicit teacher permission in classrooms is prohibited. Personal cell phone use in the classroom is a deterrent to learning. Cell phones must be turned off during classes, unless explicitly allowed by the teacher. Any student's cell phone that is used inappropriately in a classroom for any reason will be confiscated.

Headphones for the purpose of listening to music will be allowed with staff permission. If the staff member allows the use of the listening device, the device must be on the table or desk within view of the teacher. If headphones/music devices are used without teacher permission, the device will be confiscated. Chronic abuse of electronic items or flagrant inappropriate misuse (including but not limited to cyber bullying, electronic harassment, inappropriate use of digital photos or cameras, refusal to give device to school staff when requested) may result in a revocation of the student privilege for possessing a cell phone or electronic device on school property.

School staff members have the authority to confiscate any electronic device that is used inappropriately or in violation of these rules. Any confiscated devices will be turned into the MS/HS office. **Confiscated items will be returned at 3:30 on the last day of the school week.** School administration has the right to hold electronic devices and wait for parent/guardian to pick it up. School staff will take great caution to prevent any loss of electronic devices but school staff is not responsible for any lost or stolen electronic devices while in their possession.



DISCIPLINE POLICY & PROCEDURES

Definition of Misconduct

Any physical, spoken or written act of abuse, violence, harassment, intimidation, extortion, the use of vulgarity, cursing, making remarks of a personally destructive nature toward any other person, and any restriction or

prevention of free movement of an individual. This prohibition applies whether the act is deliberate, intentional or unintentional or is directed toward an individual or group regarding race, color, creed, national origin, sex, sexual orientation, physical or mental disability, political or religious ideology. Federal laws and Minnesota State rules, statute, and regulations will apply.

Unacceptable Student Behaviors

The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.

1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
2. The use of profanity or obscene language, or the possession of obscene materials;
3. Gambling, including, but not limited to, playing a game of chance for stakes;
4. Violation of the school district's Hazing Prohibition Policy;
5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
6. Violation of the school district's Student Attendance Policy;
7. Opposition to authority using physical force or violence;
8. Using, possessing, or distributing tobacco or tobacco paraphernalia;
9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances, or look-alike substances, except as prescribed by a physician, including one student sharing prescription medication with another student;
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of the school district's Weapons Policy;
14. Violation of the school district's Violence Prevention Policy;
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;

16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;

19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
21. Violation of the school district's Internet Acceptable Use and Safety Policy;
22. Possession of nuisance devices or objects which cause distractions and may facilitate cheating including, but not limited to, pagers, radios, and phones, including picture phones;
23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district' Bullying Prohibition Policy;
30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;
31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;
33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
35. Impertinent or disrespectful language toward teachers or other school district personnel;
36. Violation of the school district's Harassment and Violence Policy;
37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of

- teachers, students, other school district personnel, or other persons;
38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
 39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
 40. Verbal assaults or verbally abusive behavior including, but not limited to, use of language that is discriminatory, abusive, obscene, threatening, intimidating, or that degrades other people;
 41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
-
42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;
 43. Violation of the school district's Distribution of Non-school Sponsored Materials on School Premises by Students and Employees Policy;
 44. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
 45. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

Corrective Actions: *The severity of the offense dictates the consequence of any violation of the Cook County Respect Policy.*

- Discipline file entry, parent notification and counseling
- Detention (Lunch or After School)
- In School Suspension
- Out of school suspension
- Emergency expulsion (may or may not be final, depending on investigation of incident), final expulsion
- Police may be contacted, charges may be filed

How to File a Grievance

Consult the Student Handbook and Harassment Policy of Cook County Schools. District Policy and all applicable laws will be followed regarding all grievances. Forms can be found on the district website or in the K-12 office.

Referrals

A referral is a written report that is sent to the Principal's Office. This report has the name of the student and a description of the behavior being reported. After receiving the referral, the principal will discuss the report with the student. It will then be determined whether a consequence is justified. A phone call will be made to the parent or guardian and a copy of the referral will be sent to them.

Our goal, through appropriate discussion and questioning with students, is to create the conditions and

relationships needed for students to strengthen themselves and make the right decisions. Mistakes happen and one of the best ways to learn from them is to problem solve in order to develop better solutions and actions to take to improve situations in the future. *Please see the last page of the Discipline Policy for the Referral example.*

Detention

Detention sessions will be conducted before school, after school, and during lunch periods. A teacher or administrator may assign detention as a consequence for inappropriate behavior. Assignment to detention takes priority over participation in District sponsored after school activities. Student with lunch detention may purchase a hot lunch from the cafeteria. If a student is issued detention of any kind, a parent or guardian will be notified by the teacher or administrator who assigned the detention. After school detention will last from 3:35PM – 4:15PM. Students participating in extracurricular activities will face natural consequences as a result of absences from practice due to detention.

In School Suspension

This type of consequence can come from unexcused absences, unexcused tardies, inappropriate student behaviors, and/or significantly falling behind in class work. This will be a day used for remediation and help with homework.

Out of School Suspension

A student may be dismissed from school for the remainder of the day for not meeting the school expectations or violating the student code of conduct. A parent/guardian will be notified immediately about the incident and reason for dismissal.

For the purposes Out of School Suspension, the removal of a student from school shall be in accordance with the Pupil Fair Dismissal Act. Out of School Suspension (OSS) is a consequence for severely inappropriate behavior. This means the student will not be allowed to come to school for a specified number of days, but the student will receive credit for work completed during those days.

A student may be suspended from school for up to ten (10) school days for behavior which threatens the health, safety, or welfare of students or staff. A student may be suspended up to fifteen (15) school days and assigned homebound instruction if the district is pursuing an expulsion.

Parents/Guardians will be given a phone call and provided a written notice containing grounds for suspension. It will include a description of the prohibited, inappropriate, or chronic conduct for which the student has been suspended, a brief description of facts, and a readmission plan which shall include provisions for alternate programs of education to be implemented upon readmission of the pupil. Upon readmission, a conference will be held with the student, parent/guardian, and affected teacher to implement provisions of the readmission plan. If applicable, the police department may be contacted.

Students assigned Out of School Suspension are expected to leave the building in an orderly manner and to make up work assigned during the absence. ***No participation in extracurricular activities will be allowed on any day where a student is absent, dismissed, suspended, or expelled.***

Example behaviors that leads to OSS include, but are not limited to:

- Physical aggression with contact toward anyone

- Weapons violation
- Blatant insubordination towards staff members
- Swearing or significant disrespect toward staff members
- Illegal actions including use of fire/explosives on school property
- Significant harassment, sexual harassment, or bullying
- Possession or use of tobacco, alcohol, illicit drug, or over the counter mind altering substances

Expulsion

For behavior that threatens the health, safety, and welfare of students or staff, a student may be expelled by the Board of Education, District #166, for a period of up to a full calendar year.

Exclusion

A student may be excluded from re-entering the school program, or enrolling for the first time, if the student constitutes a serious threat to the health, safety, or welfare of students or staff.

Specific Discipline for Student Conduct

There are six levels of Disciplinary Action and Behaviors identified and recommended according to student conduct.

Six Levels of Disciplinary Action

Behaviors in each category, but not limited to:

Level 1	<p>1st Offense – Written warning, parent notification</p> <p>2nd Offense – Lunch Detention</p> <p>3rd Offense – After school Detention</p> <p>4th Offense – In School Suspension</p> <p>5th Offense – Out of School Suspension</p>	<ul style="list-style-type: none"> ● Inappropriate Language ● Horse Play ● Dress Code Violations ● Classroom Disruption ● Public Displays of Affection ● Bullying (unintentional, minor bullying) ● Inappropriate Use of Personal Electronic Devices ● School Bus Violation ● Parking Violations
Level 2	<p>1st Offense – After School Detention</p> <p>2nd Offense – In School Suspension</p> <p>3rd Offense – Out of School Suspension (1 Day)</p> <p>4th Offense – Out of School suspension (2-3 Days)</p>	<ul style="list-style-type: none"> ● Insubordination & Disrespect Towards Staff ● Verbal/Written/ Electronic Abuse ● Violation of Internet Policy ● Inappropriate or demeaning actions based on race, color, creed, religion, sex, marital status, disability, national origin, or sexual orientation ● Scholastic Dishonesty, Cheating, or Plagiarism ● Leaving School/Classroom without Permission ● Bullying, Cyber Bullying (physical or emotional harm) ● Falsifying Notes ● Unexcused Tardies (3) ● Unexcused Absences per Class ● Property Damage

		<ul style="list-style-type: none"> ● Inappropriate Use of School Property (i.e. Lockers, Computers) ● Dishonesty Towards Staff Members ● Illegal Parking/Exhibition Driving ● Leaving Class or School Grounds without Permission ● Careless or Reckless Behavior
Level 3	<p>1st Offense – In School or Out of School Suspension (1-2 Days)</p> <p>2nd Offense – Out of School Suspension (1-3 Days)</p> <p>3rd Offense – Out of School Suspension (3-5 Days)</p>	<ul style="list-style-type: none"> ● Insubordination & Disrespect Towards Staff ● Falsification of Records, Documents, Notes, or Signatures ● Violent outbursts or a threat to the welfare and safety of Self, Students and/or Staff ● Verbal/Written/Physical Threat towards Student(s) ● Possession or Distribution of Slanderous, Libelous, or Pornographic Materials ● Unauthorized Use of Property or Trespassing ● Possession of Alcohol, Tobacco, Drugs ● Harassment, Bullying, or Cyberbullying (repetitive acts causing emotional and physical harm) ● Careless or Reckless Behavior leading to unintentional bodily harm ● Inappropriate sexual conduct (including electronic methods of harassment or inappropriate behavior) ● Fighting (Self-Defense) ● Theft (\$20 or Less) ● Gambling ● Inappropriate Use of Flammable Equipment (<i>i.e. Science or Industrial Technology Equipment</i>) ● Using, Possessing, or Distributing Illegal Items/Articles that are harmful to People/Property such as Drug Paraphernalia
Level 4	<p>1st Offense – In School or Out of School Suspension (2-3 days)</p> <p>2nd Offense – Out of School Suspension – (3-5 Days)</p> <p>3rd Offense – Out of School Suspension (5-10 Days) or possible Expulsion</p>	<ul style="list-style-type: none"> ● Verbal/Written Threat Towards Staff ● Reckless Driving ● Fighting (Aggressor) ● Vandalism ● Tampering with Computers ● Intent to Sell Drugs ● Theft (Greater than \$20) ● Harassment, Bullying, or Cyberbullying (repetitive acts after initial intervention/discipline) ● Hazing ● Extortion ● Possession of Ammunition ● Possession of Fireworks

		<ul style="list-style-type: none"> ● Inappropriate use of Cell Phones or Social Media during the school day
Level 5	<p>1st Offense – Out of School Suspension (3-5 Days)</p> <p>2nd Offense –Out of School Suspension (5-10 Days)</p> <p>3rd Offense – Out of School Suspension (5-10 Days)</p> <p>Possible Expulsion</p>	<ul style="list-style-type: none"> ● Possession with Intent to Sell or Use of Alcohol, Tobacco, Illicit Drugs or Prescription Drugs ● Tampering with, Changing, or Altering Records or Documents of the School District through computer or Electronic means ● Burglary, Robbery, Possession of Stolen Property ● Harassment, Bullying, or Cyberbullying (repetitive abusive, sexually offensive, harmful acts, concern for student safety) ● Violation of Local, State or Federal Law ● Pulling the Fire Alarm ● Vandalism (<i>significant damage</i>) ● Intentional Physical Harm ● Possessing or Distribution of Weapons (Class I)* or look-alike Weapons/Dangerous Objects ● Use of Fireworks ● Criminal Activity ● <i>Note: These are things that can be reported to law enforcement depending on the severity of the offense.</i>
Level 6	<p>1st Offense – Out of School Suspension (10 Days) or Expulsion</p>	<ul style="list-style-type: none"> ● Harassment, Bullying, or Cyberbullying (repetitive abusive, sexually offensive, harmful acts in which student does not change behavior or student safety is a major concern) ● Weapons (Class II)** ● Terroristic Threat ● Sexual Violence ● Intent to Sell Illegal Drugs ● Intent to Sell Mind Altering Substances ● Arson ● Aggravated Assault ● Bomb Threats ● Possession of Explosives ● <i>Note: These are things that will be reported to law enforcement.</i>

Note: Any physical altercations in the Industrial Technology area will result in an automatic “F” and removal from class for the remainder of the school year regardless of who is the aggressor in the incident.

Disciplinary Consequences for attendance are found in the Attendances Policy, found on Page 8.

***Class I Weapons** – Sharp objects with blades less than 2.5 inches or other objects that can cause bodily harm, but unlikely to cause life-threatening injuries includes, but not limited to pocket knives, pins, needles, or any

other sharp objects.

****Class II Weapons** – guns, loaded or unloaded, sharp objects such as knives with blades longer than 2.5 inches, or other weapons likely to cause life-threatening injuries. See the Weapons Policy for more detail.

Other Important Discipline Information

- The principal has the discretion to adjust consequences depending on the results of the investigation.
- Police can be called at any time for any offense deemed necessary for police involvement.
- Disciplinary actions will be reported to the athletic director, coaches, and supervisors, which may result in suspension of participation.
- Minnesota State High School League sanctions will be enforced for violating the MSHSL Student Code of Conduct for inappropriate behaviors occurring during the school day, on school property, or during sporting events.
- Any cell phones or other electronic devices confiscated by staff members and turned into the office will be held until parents/guardians pick them up at 3:30 on the last day of the school week according to Cook County School District policy.

BUS TRANSPORTATION & TRANSPORTATION INFRACTIONS

Riding the bus to school is a privilege, not a right. Transportation infractions include but are not limited to being disruptive, distracting, or destructive on the bus that interferes with the safe and orderly transportation of students to and from school.

- **1st Offense:** Student conference & notification of parents/guardians
- **2nd Offense:** Final warning, meeting with parents/guardians
- **3rd Offense:** Up to 1 week suspension from bus privileges, meeting with parents/guardians
- **4th Offense:** Up to 1 month suspension or possible loss from all bus privileges for the year, meeting with parents/guardians

Note: *Students receiving Special Education Services are subject to being transported by alternative transportation services if it is determined that their behavior is negatively impacting school bus safety, school bus environment, or is the behavior on the bus is negatively impacting student behavior during the school day.*

HARASSMENT & VIOLENCE POLICY

At Cook County Schools it is expected that everyone will be treated with respect and will treat others with respect. (ISD 166 Policy 413)

I. Purpose

The purpose of this policy is to maintain a learning and working environment that is free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability.

November 8, 2017

Mr. Adam Nelson, Principal
Grand Marais Public Schools
101 5th Street
Grand Marais, MN 55604

Dear Mr. Nelson and colleagues,

It is with both regret and sadness that I have made the decision to resign from my position here at the Middle School. My regret – the feeling of not having fulfilled your expectations of me for the students here in Grand Marais, and my sadness – that my hope to do what I believe is my passion, to teach young people math and how they can be the best they can be, has not been realized here.

It has been a very difficult process in making this final decision. But because of the condition of my health, the students are not having the academic experience they deserve, and I'm not able to overcome that feeling no matter how much effort I put into my preparation. The toll this has taken on my students and myself is just too great to risk an even greater impact over a longer period of time.

Unfortunately, my health requires me to make this decision effective 11/16/17, which coincides with the letter from my Doctor forwarded to you this past Sunday evening, 11/05/17. I am sorry for putting you in this position.

Thank you for having given me the opportunity, and I wish only the very best for all the staff and students there at Grand Marais Schools – you have all been wonderful to me.

Respectfully,

Rachel Sjodin

Ms. Rachel Sjodin

cc. Lori Backlund