EOC offers students throughout Minnesota a personalized, project-based learning experience, leading to adults who can achieve their goals, explore their passions, and find their place in the world.

EdVisions Off-Campus

Board of Directors Meeting
Tuesday, January 17th, 2017, 3:30 PM
Minutes

A. Called meeting to order by chair at: 3:31

B. Roll Call of Attendance:

Mary Menne (June 2019) X
Mike Motzko (June 2018) X
David Jones (June 2018) X
Jess Eischens (June 2017) X
Megan Bluma (June 2019) X
Merrissa McLean (June 2019) X
Jessica Mockros (June 2017) X

Others Present:
Cathy Diaz

C. Educational Data: None

D. Correction and approval of previous meetings

1. **Approve Board Meeting minutes from last month with the revisions discussed. M -Jones , S -Motzko . Unanimous motion carried.**

E. Open Forum

1. None

F. Approval of Agenda

1. **Agenda Approval. M -Motzko , S - Jones.** Unanimous motion carried.
2. **Conflict of interest disclosures regarding agenda items.**

G. Consideration of Claims and Accounts

1. **Treasurer's Report**

Motion to approve expenses - M -,Jones S -McLean. Unanimous motion carried.

a) **Revenue of $ 85,959.39**
b) **Expenses of $ 83,314.01**
c) **Ledger Balance (Cash Fund Balance) of $ 457,522.85**
d) **Bank Reconciliation of $ 458,035.60**

H. Communications

1. Diaz reported on the Special Education director:
   a. Program monitoring visit has been scheduled for the audit.

b. The Fiscal visit has been scheduled, MDE has the date, just waiting to hear back from them.
c. All information that has been requested for both sides of the monitoring has been submitted

2. Diaz reported on IQS Authorizer:
   a. discussing with task force and talking about other forms of assessment other than just the MCA's.

I. Hearing of Reports

1. Director Monthly Updates:
   a. Diaz reported setting up MCA testing- Staff will complete additional training
   b. Working with other project based schools on MN Comprehensive Course Catalog.
   c. ADM- At the beginning of January was 115.88 with PSEO students 5.6 ADM. Balancing out around 110.28 ADM
   d. Rural Education Grant came through
   e. Finance training is taking place for Cathy

2. Staff Monthly Updates
   a. Bluma reported that Karen started a stress management seminar and Mike is starting a personal finance seminar.
   b. San Fran trip- Students have planned the itinerary. Lill and Megan will meet to make adjustments accordingly.
   c. Prom- Students are meeting with Patty to plan prom for this school year.

J. Unfinished business

None

K. New Business

1. Diaz reported on Policies Round 1: 506,516,517
2. Motion was made to remove Fixed Assets **M -Motzko, S -Menne. Unanimous motion carried**
   a. Dell Server - 1016 - purchased 2005
   b. Avocent SwitchView IP - 1024 - purchased 2005
   c. Okidata C3530 Multifunction Printer - 1109 - purchased 2008
   d. MacBook - 1138 - purchased 2008
   e. Aficio SP C231SF Multifunction Printer - 1211 - purchased 2009
3. Diaz reported on the strategic planning meeting.
   a. EOC would like to invite you to participate in our annual strategic planning meeting.
      Date: 2/20/17
      Time: 10-3
      Location: La Lake Facility, Woodbury MN

L. Next Meeting February 21st, 2016 @ 3:30 pm

EOC offers students throughout Minnesota a personalized, project-based learning experience, leading to adults who can achieve their goals, explore their passions, and find their place in the world.

M. Adjourn Meeting

1. **Meeting adjourned at 4:09 . M-Bluma, S-Motzko . Unanimous motion carried.**

Clerk: Date:

Jessica Mackay 1/17/17

Edvisions Off-Campus High School Policy 506
Adopted: February 2007
Revised: March 2017

506 STUDENT DISCIPLINE

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. It is the position of the school district that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56.

In view of the foregoing and in accordance with Minn. Stat. § 121A.55, the school board, with the participation of school district staff members, students, parents, community members, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. AREAS OF RESPONSIBILITY

A. The School Board. The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.

B. The School Staff as a team. The staff shall establish guidelines and directives to carry out this policy, hold all school personnel, students and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The school staff shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.

C. Individual Staff members. All staff members shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from other staff members. All staff members shall enforce the Code of Student Conduct. In exercising the staff member's lawful authority, a staff member may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.

D. Parents or Legal Guardians. Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.

E. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.

F. Community Members. Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.

IV. STUDENT RIGHTS

All students have the right to an education and the right to learn.

V. STUDENT RESPONSIBILITIES

All students have the responsibility:

A. For their behavior and for knowing and obeying all school rules, regulations, policies and procedures;

B. To attend school daily, except when excused, and to be on time to all classes and other school functions;

C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;

D. To make necessary arrangements for making up work when absent from school;

E. To assist the school staff in maintaining a safe school for all students;

F. To be aware of all school rules, regulations, policies and procedures, including those in this policy, and to conduct themselves in accord with them;

G. To assume that until a rule or policy is waived, altered or repealed, it is in full force and effect;

H. To be aware of and comply with federal, state and local laws;

I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;

J. To respect and maintain the school's property and the property of others;

K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;

L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;

M. To conduct themselves in an appropriate physical or verbal manner; and

N. To recognize and respect the rights of others.

VI. CODE OF STUDENT CONDUCT

A. 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 property; school-sponsored activities or trips; school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school 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. Hazing;

5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;

6. Opposition to authority using physical force or violence;

7. Using, possessing, or distributing tobacco or tobacco paraphernalia;

8. Using, possessing, distributing, or being under the influence of alcohol or other intoxicating substances or look-alike substances;

9. Using, possessing, distributing, 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;

10. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;

11. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;

12. Violation of the school district Weapons Policy;

13. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;

14. 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;

15. 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;

16. Using an ignition device, including a butane or disposable lighter or

matches, inside and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;

17. Violation of any local, state or federal law as appropriate;

18. 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;

19. 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;

20. Violation of transportation rules;

21. Violation of parking or school traffic rules and regulations, including, but not limited to, driving in such a manner as to endanger persons or property;

22. Possession or distribution of slanderous, libelous or pornographic materials;

23. 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;

24. Criminal activity;

25. Falsification of any records, documents, notes or signatures;

26. 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;

27. 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;

28. Impertinent or disrespectful language toward teachers or other school district personnel;

29. Sexual and/or racial abuse and/or harassment;

30. 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;

31. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;

32. 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;

33. 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;

34. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;

35. 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;

36. Violation of school rules, regulations, policies, or procedures;

37. 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.

VII. DISCIPLINARY ACTION OPTIONS

It is the general policy of the school district to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district rules, regulations, policies or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

A. Student conference with teacher, principal, counselor or other school district

personnel, and verbal warning;

B. Parent contact;

C. Parent conference;

D. Removal from elluminate;

E. Suspension from extracurricular activities;

F. ~~Detention or~~ restriction of privileges;

G. Loss of school privileges;

H. Referral to in-school support services;

I. Referral to community resources or outside agency services;

J. Financial restitution;

K. Referral to police, other law enforcement agencies, or other appropriate authorities;

L. A request for a petition to be filed in district court for juvenile delinquency adjudication;

M. Out-of-school suspension under the Pupil Fair Dismissal Act;

N. Preparation of an admission or readmission plan;

O. Saturday school;

P. Expulsion under the Pupil Fair Dismissal Act;

Q. Exclusion under the Pupil Fair Dismissal Act; and/or

R. Other disciplinary action as deemed appropriate by the school district.

VIII. REMOVAL OF STUDENTS FROM CLASS

A. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parents. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a staff member to prohibit a student from attending a class or activity

period for a period of time not to exceed five (5) days, pursuant to this discipline policy.

Grounds for removal from class shall include any of the following:

1. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with an advisor's ability to teach or communicate effectively with students or with the ability of other students to learn;

2. Willful conduct that endangers surrounding persons, including staff members, the student or other students, or the property of the school;

3. Willful violation of any school rules, regulations, policies or procedures, including the Code of Student Conduct in this policy; or

4. Other conduct, which in the discretion of the staff member, requires removal of the student.

Such removal shall be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

B. If a student is removed from class more than ten (10) times in a school year, the school district shall notify the parent or guardian of the student's tenth removal from class and make reasonable attempts to convene a meeting with the student's parent or guardian to discuss the problem that is causing the student to be removed from class.

IX. DISMISSAL

A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion and suspension. Dismissal does not include removal from class.

The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

The school district shall not dismiss any student without attempting to provide alternative educational services before dismissal proceedings, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:

1. Willful violation of any reasonable school board regulation, including those found in this policy;

2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or

3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

C. Suspension Procedures

1. "Suspension" means an action by the school administration, under rules promulgated by the School Board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less, except as may be provided in federal law for a student with a disability.

2. If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the pupil's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.

3. Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is

in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.

4. In the case of a student with a disability, the student's individual education plan team shall meet immediately but not more than ten (10) school days after the date on which the decision to remove the student from the student's current education placement is made. The individual education plan team shall, at the meeting, conduct a review of the relationship between the child's disability and the behavior subject to disciplinary action, and determine the appropriateness of the child's education plan.

   The requirements of the individual education plan team meeting apply when: (1) the parent requests a meeting; (2) the student is removed from the student's current placement for five (5) or more consecutive days; or (3) the student's total days of removal from the student's placement during the school year exceed ten (10) cumulative days in a school year. The school administration shall implement alternative educational services when the suspension exceeds five (5) days. A separate administrative conference shall be conducted for each period of suspension.

5. The school administration shall implement alternative educational services when the suspension exceeds five (5) days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minn. Stat. § 123A.05 selected to allow the pupil to progress toward meeting graduation standards under Minn. Stat. § 120B.02, although in a different setting.

6. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.

7. After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:

   a. strongly encourage a parent or guardian of the student to attend

school with the student for one day;

b. assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and

c. petition the juvenile court that the student is in need of services under Minn. Stat. Ch. 260C.

8. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference. (See attached sample Notice of Suspension.)

9. The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.

10. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.

11. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) days.

D. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.

2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.

3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§121A.40-121A.56.

4. No expulsion or exclusion shall be imposed without a hearing, unless the

right to a hearing is waived in writing by the student and parent or guardian.

5. The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56; describe alternative educational services accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE).

6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent or guardian.

7. All hearings shall be held at a time and place reasonably convenient to the student, parent or guardian and shall be closed, unless the student, parent or guardian requests an open hearing.

8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.

9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.

10. If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.

11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.

12. At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.

13. The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.

14. The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.

15. The student cannot be compelled to testify in the dismissal proceedings.

16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.

17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.

18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minn. Stat. § 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.

19. The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.

20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a

statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.

21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

X. ADMISSION OR READMISSION PLAN

A school administrator shall prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan may include measures to improve the student's behavior, including completing a character education program consistent with Minn. Stat. § 120B.232, Subd. 1, and require parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XI. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

XII. STUDENT DISCIPLINE RECORDS

It is the policy of the school district that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13.

XIII. DISABLED STUDENTS

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

Where a student is dismissed for five (5) or more consecutive days, or has accumulated more than ten (10) days of dismissal over the course of the school year, the school district will convene a meeting to determine whether the student's educational program is appropriate and to review all relevant information in order to determine whether the behavior subject to discipline is a manifestation of the student's disability. Such a meeting must be held within ten (10) school days of the school district's decision to remove the student from his or her current educational placement and must be held before

commencing an expulsion or exclusion of the student. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior. If the student was placed in a 45-day interim alternative educational setting pending the manifestation determination, the student will be returned to the placement from which the student was removed unless the student and school district agree to a change of placement as part of the modification of the behavioral intervention plan.

When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

XIV. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minn. Stat. § 124D.03) or Enrollment in Nonresident District (Minn. Stat. § 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minn. Stat. Ch. 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of sixteen (16) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

XV. DISTRIBUTION OF POLICY

The school district will notify students and parents of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request.

XVI. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted for consideration by the school board, which shall conduct an tri-annual review of this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
Minn. Stat. § 121A.27 (School and Community Advisory Team)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. § 121A.582 (Reasonable Force)
Minn. Stat. §§ 121A.60-121A.61 (Removal From Class)
Minn. Stat. § 123A.05 (Area Learning Center Organization)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (Enrollment in Nonresident District)
Minn. Stat. Ch.125A (Students With Disabilities)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. Ch. 260C (Juvenile Court Act)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 *et seq*. (Rehabilitation Act of 1973, § 504)

Cross References: MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 501 (School Weapons)
MSBA/MASA Model Policy 503 (Student Attendance)
MSBA/MASA Model Policy 504 (Student Dress and Appearance)
MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
MSBA/MASA Model Policy 526 (Student Hazing Prohibition)
MSBA/MASA Model Policy 610 (Field Trips)

Adopted: April 6, 2006 *Edvisions Off Campus*
Orig. March 2006
Revised: March 2017

516 Attendance Policy

I. General Statement of Policy for Attendance

EdVisions Off Campus Board has established the following system for new enrollees to determine educational intent:

New students enrolling at EOC will be expected to be in attendance or to have a pre-established work plan designed with their proposal team. A student's enrollment start day at EOC will be the first school day after the student has had a conference with his/her advisor and also has the capability to connect to the internet via personal or school computer. In most cases this will be the same day that a student is in attendance for the first time. Once a student is enrolled attendance will be taken and this attendance policy will apply.

Attendance is determined as the following: presence at daily advisory meeting, attendance at a field trip, student initiated advisor contact followed by documented time logs on the day of contact, or documented timelogs as arranged by the advisor. Students accumulating more than 3 cumulative unexcused absences (as established by the Board) and/or lack of credible educational work will receive school notification through phone, e-mail or mail and parents/guardians will need to contact the school in regard to absences and school work. The school will continue to notify parents through 7 cumulative unexcused absences, at which time the student's county of residence will be notified regarding truancy. If attendance is not taken seriously and work not completed, following 30 cumulative absences, the student will be dropped from the school attendance rolls and will need to complete a full admissions packet in order to return. In accordance with state law, students will be dropped from enrollment following 15 consecutive days of absences (excused or unexcused).

From the HANDBOOK:

Absences will be excused if they are caused by the following reasons: illness, serious illness in immediate family, death in the immediate family, medical or dental appointments, counseling appointments, court appearances, family vacations, planned educational experiences, religious instruction (< 3 hours per week), physical emergencies (flood, storm, etc.), official school sponsored outings, or suspension. **Absences considered unexcused are**: truancy, absences resulting from cumulated unexcused tardies (three tardies equal one unexcused absence), or any other absence not included in the excused section of this policy. Staff will make an effort to notify parents of all

unexcused absences as soon as possible. Students may excuse tardies by making up time as arranged with their advisor.

517 STUDENT MEDICATION

I. PURPOSE

The purpose of this policy is to set forth the provisions that must be followed when administering nonemergency prescription medication to students during a field trip. During the average school day, the student is working from home and the parent takes full responsibility for medications during the "school day."

II. GENERAL STATEMENT OF POLICY

The school district acknowledges that some students may require prescribed drugs or medication during the a school field trip. The student's advisor will administer prescribed medications in accordance with law and school district procedures.

III. REQUIREMENTS

A. The administration of prescription medication or drugs while on a field trip requires a completed signed request from the student's parent. An oral request must be reduced to writing within two school days, provided that the school district may rely on an oral request until a written request is received.

B. An "Administrating Prescription Medications" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs.

C. Prescription medication must come to school in the original container labeled for the student by a pharmacist in accordance with law, and must be administered in a manner consistent with the instructions on the label.

D. The advisor may request to receive further information about the prescription, if needed, prior to administration of the substance.

E. Prescription medications are not to be carried by the student, but will be left with the appropriate school district personnel. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (See Part J.5. below), and medications administered as noted in a written agreement between the school district and the parent or as specified in an IEP (individualized education program), Section 504 plan, or IHP (individual health plan).

F. The school must be notified immediately by the parent or student 18 years old or older in writing of any change in the student's prescription medication administration. A new medical authorization or container label with new

pharmacy instructions shall be required immediately as well.

G. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 plan or IHP.

H. The school nurse, or other designated person, shall be responsible for the filing of the Administering Prescription Medications form in the health records section of the student file. The school nurse, or other designated person, shall be responsible for providing a copy of such form to the principal and to other personnel designated to administer the medication.

I. Procedures for administration of drugs and medicine at school activities shall be developed in consultation with a school nurse, a licensed school nurse, or a public or private health organization or other appropriate party (if appropriately contracted by the school district under Minn. Stat. § 121A.21). The school district administration shall submit these procedures and any additional guidelines and procedures necessary to implement this policy to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.

J. Specific Exceptions:

1. Special health treatments and health functions such as catheterization, tracheostomy suctioning, and gastrostomy feedings do not constitute administration of drugs and medicine;

2. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy;

3. Drugs or medicine provided or administered by a public health agency to prevent or control an illness or a disease outbreak are not governed by this policy;

4. Drugs or medicines used at school in connection with services for which a minor may give effective consent are not governed by this policy;

5. Drugs or medicines that are prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:

a. the school district has received a written authorization from the pupil's parent permitting the student to self-administer the medication;

b. the inhaler is properly labeled for that student; and

c. the parent has not requested school personnel to administer the medication to the student.

The parent must submit written authorization for the student to self-administer the medication each school year. In a school such as EOCHS, that does not have a school nurse or school nursing services, the student's parent or guardian must submit written verification from the prescribing professional which documents that an assessment of the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting has been completed.

6. Medications:

   a. that are used off school grounds;

   b. that are used in connection with athletics or extracurricular activities; or

   c. that are used in connection with activities that occur before or after the regular school day

   are not governed by this policy.

7. Nonprescription Medication. A secondary student may possess and use nonprescription pain relief in a manner consistent with the labeling, if the school district has received written authorization from the student's parent or guardian permitting the student to self-administer the medication. The parent or guardian must submit written authorization for the student to self-administer the medication each school year. The school district may revoke a student's privilege to possess and use nonprescription pain relievers if the school district determines that the student is abusing the privilege. This provision does not apply to the possession or use of any drug or product containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients. Except as stated in this paragraph, only prescription medications are governed by this policy.

8. At the start of each school year or at the time a student enrolls in school, whichever is first, a student's parent, school staff, including those responsible for student health care, and the prescribing medical professional must develop and implement an individualized written health plan for a student who is prescribed nonsyringe injectors of epinephrine that enables the student to:

   a. possess nonsyringe injectors of epinephrine; or

   b. if the parent and prescribing medical professional determine the student is unable to possess the epinephrine, have immediate access to nonsyringe injectors of epinephrine in close proximity to

the student at all times during the instructional day.

The plan must designate the school staff responsible for implementing the student's health plan, including recognizing anaphylaxis and administering nonsyringe injectors of epinephrine when required, consistent with state law. This health plan may be included in a student's § 504 plan.

K. "Parent" for students 18 years old or older is the student.

Legal References: Minn. Stat. § 13.32 (Student Health Data)
Minn. Stat. § 121A.21 (Hiring of Health Personnel)
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 121A.221 (Possession and Use of Asthma Inhalers by Asthmatic Students)
Minn. Stat. § 121A.222 (Possession and Use of Nonprescription Pain Relievers by Secondary Students)
Minn. Stat. § 121A.2205 (Possession and Use of Nonsyringe Injectors of Epinephrine; Model Policy)
Minn. Stat. § 151.212 (Label of Prescription Drug Containers)
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)

Cross References: MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)

EdVisions Off-Campus High School

December 2016 Financial Report

Revenue	$ 85,959.39	This is the Cash Deposited for Dec	(Receipt Listing Report)	
	$ 85,959.39	**Revenue for December**	(Trial Balance - Revenue)	
Expenses	$ 83,314.01	Total of checks written for Decemb	(Payment Register)	
	$ -			
	$ 83,314.01	**Expenses for December**	(Trial Balance - Expenses)	

		Last Month
Fund Balance	$ 457,522.85	$ 454,877.47
Accounts Recievable		
Cash Balance	**$ 457,522.85**	$ 454,877.47 New Total for Last Month

Comments: (Trial Balance - Balance Sheet - Cash, or) (Bank Reconcilliation Worksheet)

EDVISIONS OFF-CAMPUS CHARTER

Payment Register by Bank and Check Number

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
4151	BOA		4393		CC	1	1339		Post Office	No	No	No	USD	12/14/2016	29.70
4151	BOA		4394		CC	1	1342		Amazon	No	No	No	USD	12/14/2016	135.31
4151	BOA		4395		CC	1	1343		Myfax	No	No	No	USD	12/14/2016	20.00
4151	BOA		4396		CC	1	1347		McGraw Hill	No	No	No	USD	12/14/2016	10.00
4151	BOA		4397		CC	1	1352		Cub Foods	No	No	No	USD	12/14/2016	125.58
4151	BOA		4398		CC	1	1390		Grand Slam	No	No	No	USD	12/14/2016	674.92
4151	BOA		4399		CC	1	1394		Parkwood Cinema	No	No	No	USD	12/14/2016	75.00
4151	BOA		4400		CC	1	1400		Parkwood Restaurant	No	No	No	USD	12/14/2016	120.93
4151	BOA		4401		CC	1	1417		Conference Call Services	No	No	No	USD	12/14/2016	7.98
4151	BOA		4402		CC	1	1455		Wabasha Street Caves	No	No	No	USD	12/14/2016	444.00
4151	BOA		4403		CC	1	1456		AMC	No	No	No	USD	12/14/2016	58.85
4151	BOA		4404		CC	1	1457		Papa Murphy's	No	No	No	USD	12/14/2016	15.00
4151	BOA		4405		CC	1	1458		Old World Pizza	No	No	No	USD	12/14/2016	83.99
4151	BOA		4406		CC	1	1459		Hyatt Fishermans Wharf	No	No	No	USD	12/14/2016	3,672.21
														Bank Total:	$5,473.47
4151	CB		4385	4355	Check	1	1112		A Chance to Grow, Inc.	Yes	Yes	No	USD	12/07/2016	250.00
4151	CB		4387	4356	Check	1	1164		Bluma, Megan	Yes	Yes	No	USD	12/07/2016	200.54
4151	CB		4382	4357	Check	1	1033		Dobosenski, Regina	Yes	Yes	No	USD	12/07/2016	322.18
4151	CB		4379	4358	Check	1	1003		EdVisions Cooperative	Yes	Yes	No	USD	12/07/2016	72,557.76
4151	CB		4391	4359	Check	1	1277		Frontier	Yes	Yes	No	USD	12/07/2016	46.08
4151	CB		4384	4360	Check	1	1068		JMC Computer Service, Inc	Yes	Yes	No	USD	12/07/2016	600.00
4151	CB		4380	4361	Check	1	1020		Kroehler, Keven	Yes	Yes	No	USD	12/07/2016	459.89
4151	CB		4386	4362	Check	1	1135		Lepper, Chris	Yes	Yes	No	USD	12/07/2016	129.40
4151	CB		4383	4363	Check	1	1034		Locke, Karen	Yes	Yes	No	USD	12/07/2016	213.44
4151	CB		4381	4364	Check	1	1022		MN Assoc of Charter Schools	Yes	Yes	No	USD	12/07/2016	36.00
4151	CB		4389	4365	Check	1	1248		Monson Geerts, Patty	Yes	Yes	No	USD	12/07/2016	892.64
4151	CB		4390	4366	Check	1	1252		Raynard, Lill	Yes	Yes	No	USD	12/07/2016	70.00
4151	CB		4392	4367	Check	1	1293		SpeechPartners	Yes	Yes	No	USD	12/07/2016	351.00
4151	CB		4388	4368	Check	1	1197		Verizon Wireless	Yes	Yes	No	USD	12/07/2016	680.17
4151	CB		4407	4369	Check	1	1126		Bank of America	Yes	Yes	No	USD	12/14/2016	5,473.47
4151	CB		4409	4370	Check	1	1449		IXL Learning, Inc	Yes	Yes	No	USD	12/14/2016	499.00
4151	CB		4408	4371	Check	1	1273		Oja, Charlotte	Yes	Yes	No	USD	12/14/2016	532.44
														Bank Total:	$83,314.01
														Report Total:	$88,787.48

EDVISIONS OFF-CAMPUS CHARTER
Trial Balance Summary Report

Periods: 201706 To: 201706

Comp	L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Account Description	Fin Code	Class	Sub Class	Starting Balance	Debits	Credits	Ending Balance
4151	E	01	005	010	000	000	366	F	Travel-Board of Education	B	422	000	359.75	0.00	0.00	359.75
4151	E	01	005	105	000	000	306	F	EdVisions Payment-Administ	B	422	000	25,783.57	5,156.71	0.00	30,940.28
4151	E	01	005	105	000	000	366	F	Workshops/Travel - Administ	B	422	000	119.00	0.00	0.00	119.00
4151	E	01	005	110	000	000	305	F	Legal Services/Audit	B	422	000	8,488.29	201.89	0.00	8,690.18
4151	E	01	005	110	000	000	306	F	EdVisions Payment-Financia	B	422	000	17,632.35	3,632.72	0.00	21,265.07
4151	E	01	005	110	000	000	316	F	Financial Services - Region \	B	422	000	1,712.00	0.00	0.00	1,712.00
4151	E	01	005	110	000	000	366	F	Tra/bussiness office (wksp, t	B	422	000	558.84	126.18	0.00	685.02
4151	E	01	005	940	000	000	340	F	Insurance	B	422	000	5,410.29	0.00	0.00	5,410.29
4151	E	01	010	211	000	000	305	F	Professional Service - Secon	B	422	000	370.00	0.00	0.00	370.00
4151	E	01	010	211	000	000	306	F	EdVisions Payment - Regula	B	422	000	201,197.37	41,829.67	0.00	243,027.04
4151	E	01	010	211	000	000	307	F	Advertising	B	422	000	3,800.00	0.00	0.00	3,800.00
4151	E	01	010	211	000	000	320	F	Telephone	B	422	000	406.19	149.06	0.00	555.25
4151	E	01	010	211	000	000	329	F	Postage	B	422	000	1,234.51	29.70	0.00	1,264.21
4151	E	01	010	211	000	000	366	F	Travel - Staff	B	422	000	4,746.76	386.30	0.00	5,133.06
4151	E	01	010	211	000	000	390	F	Pymts to Other Dist. - Tuition	B	422	000	594.80	0.00	0.00	594.80
4151	E	01	010	211	000	000	401	F	Office Type Supplies	B	422	000	1,723.92	674.21	0.00	2,398.13
4151	E	01	010	211	000	000	430	F	Instruct Supplies	B	422	000	11,454.95	71.10	0.00	11,526.05
4151	E	01	010	211	000	000	820	F	Dues & Memberships-Non S	B	422	000	5,542.67	0.00	0.00	5,542.67
4151	E	01	010	211	000	302	555	F	Technology Equipment	B	422	000	27,475.54	0.00	0.00	27,475.54
4151	E	01	010	211	000	311	320	F	Internet Access	B	422	000	6,370.09	1,360.45	0.00	7,730.54
4151	E	01	010	211	000	733	366	F	Field Trip Mileage	B	422	000	1,641.06	639.90	0.00	2,280.96
4151	E	01	010	211	000	733	394	F	fieldtrip expenses	B	422	000	11,462.37	1,606.25	0.00	13,068.62
4151	E	01	010	211	400	000	430	F	Expenses - San Francisco	B	422	000	0.00	3,672.21	0.00	3,672.21
4151	E	01	010	400	000	372	305	F	Third Party Billing Contracted	B	422	000	0.00	250.00	0.00	250.00
4151	E	01	010	401	000	740	373	F	Speech - SpEd - State Funde	B	422	000	2,011.50	351.00	0.00	2,362.50
4151	E	01	010	403	000	419	303	F	Sped Consulting DCD	B	422	000	285.00	0.00	0.00	285.00
4151	E	01	010	407	000	740	306	F	EdVisions Payment - SLD	B	422	000	91,081.14	21,938.66	0.00	113,019.80
4151	E	01	010	420	000	419	303	F	Federal Flow Through - Spec	B	422	000	7,500.00	0.00	0.00	7,500.00
4151	E	01	010	420	000	419	366	F	SpEd Federal Mileage	B	422	000	1,431.00	73.44	0.00	1,504.44
4151	E	01	010	420	000	419	433	F	SpEd Supplies/Testing Mater	B	422	000	793.60	499.00	0.00	1,292.60
4151	E	01	010	640	000	000	366	F	Staff Development - Travel	B	422	000	1,427.14	345.06	0.00	1,772.20
4151	E	01	010	640	000	000	401	F	Staff Development - Supplies	B	422	000	425.00	62.50	0.00	487.50
4151	E	01	010	640	000	335	366	F	Trav/Conv/Conference Qcom	B	422	000	694.69	258.00	0.00	952.69
4151	E	01	010	640	000	335	401	F	Supplies Qcomp	B	422	000	26.75	0.00	0.00	26.75
									Report Total:				$443,760.14	$83,314.01	$0.00	$527,074.15

EDVISIONS OFF-CAMPUS CHARTER

Receipt Listing Report with Detail by Deposit

Deposit	Co	Bank	Batch	Rct No	Receipt Type	St	Receipt Date	Check No	Pmt Type	Grp	Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1646	4151	CB																
San Francisco				1664	Credit	A	12/05/16	12/5/16	Check	1	m	Miscellaneous						
							4151 R 01 000 000 400 000 050					Fees - San Francisco					850.00	0.00
																Receipt Total:	$850.00	$0.00
																Deposit Total:	**$850.00**	**$0.00**
1647	4151	CB																
San Francisco				1665	Credit	A	12/05/16	12/5/16	Check	1	m	Miscellaneous						
							4151 R 01 000 000 400 000 050					Fees - San Francisco					950.00	0.00
																Receipt Total:	$950.00	$0.00
																Deposit Total:	**$950.00**	**$0.00**
1648	4151	CB																
San Francisco				1666	Credit	A	12/08/16	12/8/16	Check	1	m	Miscellaneous						
							4151 R 01 000 000 400 000 050					Fees - San Francisco					800.00	0.00
																Receipt Total:	$800.00	$0.00
																Deposit Total:	**$800.00**	**$0.00**
1649	4151	CB																
San Francisco				1667	Credit	A	12/15/16	12/15/16	Check	1	m	Miscellaneous						
							4151 R 01 000 000 400 000 050					Fees - San Francisco					100.00	0.00
																Receipt Total:	$100.00	$0.00
																Deposit Total:	**$100.00**	**$0.00**
1650	4151	CB																
state payment				1668	Credit	A	12/15/16	12/15/16	Wire	1	1001	State of Minnesota						
							4151 R 01 000 000 007 000 211					General Education Aid - FY20					40,905.74	0.00
																Receipt Total:	$40,905.74	$0.00
																Deposit Total:	**$40,905.74**	**$0.00**
1651	4151	CB																
San Francisco				1669	Credit	A	12/21/16	12/21/16	Check	1	m	Miscellaneous						
							4151 R 01 000 000 400 000 050					Fees - San Francisco					200.00	0.00
																Receipt Total:	$200.00	$0.00
																Deposit Total:	**$200.00**	**$0.00**

EDVISIONS OFF-CAMPUS CHARTER
Receipt Listing Report with Detail by Deposit

Deposit	Co	Bank	Batch	Rct No	Receipt Type	St	Receipt Date	Check No	Pmt Type	Grp	Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1652	4151	CB																
fieldtrip				1670	Credit	A	12/27/16	12/27/16	Check	1	m	Miscellaneous						
							4151 R 01 000 000 000 000 060					Student Activity Fees					156.00	0.00
																Receipt Total:	$156.00	$0.00
																Deposit Total:	**$156.00**	**$0.00**
1653	4151	CB																
Give to the Max				1671	Credit	A	12/30/16	12/30/16	Check	1	m	Miscellaneous						
							4151 R 01 000 000 400 000 096					Donations - San Francisco					902.42	0.00
																Receipt Total:	$902.42	$0.00
																Deposit Total:	**$902.42**	**$0.00**
1654	4151	CB																
state payment				1672	Credit	A	12/30/16	12/30/16	Wire	1	1001	State of Minnesota						
							4151 R 01 000 000 007 000 211					General Education Aid - FY20					41,004.07	0.00
																Receipt Total:	$41,004.07	$0.00
																Deposit Total:	**$41,004.07**	**$0.00**
1655	4151	CB																
interest				1673	Credit	A	12/31/16	12/31/16	Wire	1	1002	Home Town Bank Henderso						
							4151 R 01 000 000 000 000 092					Interest					91.16	0.00
																Receipt Total:	$91.16	$0.00
																Deposit Total:	**$91.16**	**$0.00**
																Report Total:	$85,959.39	$0.00

EDVISIONS OFF-CAMPUS CHARTER
Trial Balance Summary Report

Periods: 201706 To: 201706

Comp	L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Account Description	Fin Code	Class	Sub Class	Starting Balance	Debits	Credits	Ending Balance
4151	R	01	000	000	000	000	060	F	Student Activity Fees	B	422	000	0.00	0.00	156.00	(156.00)
4151	R	01	000	000	000	000	092	F	Interest	B	422	000	(449.84)	0.00	91.16	(541.00)
4151	R	01	000	000	000	000	201	F	Endow Fund Apportion	B	422	000	(1,783.89)	0.00	0.00	(1,783.89)
4151	R	01	000	000	006	000	211	F	General Education Aid - FY2	B	422	000	(2,881.86)	0.00	0.00	(2,881.86)
4151	R	01	000	000	006	000	360	F	Spec Education Aid - FY201	B	422	000	(6,500.83)	0.00	0.00	(6,500.83)
4151	R	01	000	000	006	335	211	F	QComp Aid - FY2016	B	422	000	(2,070.62)	0.00	0.00	(2,070.62)
4151	R	01	000	000	007	000	211	F	General Education Aid - FY2	B	422	000	(332,909.47)	0.00	81,909.81	(414,819.28)
4151	R	01	000	000	007	000	360	F	Spec Education Aid - FY201	B	422	000	(60,804.37)	0.00	0.00	(60,804.37)
4151	R	01	000	000	007	335	211	F	QComp Aid - FY2017	B	422	000	(2,789.07)	0.00	0.00	(2,789.07)
4151	R	01	000	000	400	000	050	F	Fees - San Francisco	B	422	000	(1,875.00)	0.00	2,900.00	(4,775.00)
4151	R	01	000	000	400	000	096	F	Donations - San Francisco	B	422	000	0.00	0.00	902.42	(902.42)
									Report Total:				($412,064.95)	$0.00	$85,959.39	($498,024.34)

EDVISIONS OFF-CAMPUS CHARTER
Reconciliation Worksheet
12/31/2016

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1145	12/31/2016	4151	CB	HOME TOWN BANK HENDERSC HOME TOWN BANK HENDERSOI

Worksheet has been Finalized

Statement Amount	458,035.60	
Deposits in Transit	0.00	
Outstanding Payments		
Checks	512.75	
Wires	0.00	
SHR - Payments	0.00	
SHR - Third Party	0.00	
Cash	0.00	
ACH	0.00	
Adjustment Amount	0.00	
Amount Per Bank	457,522.85	
GL Account Balance	457,522.85	
Difference	0.00	

Co	L	Fd	Org	Pro	Crs	Fin	O/S	Ty
4151	B	01	101	000				F

Adjustments
00/00/0000

EDVISIONS OFF-CAMPUS CHARTER
Trial Balance Summary Report

Periods: 201706 To: 201706

Comp	L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Account Description	Fin Code	Class	Sub Class	Starting Balance	Debits	Credits	Ending Balance
4151	B	01	101	000				F	HomeTown Bank	B	100	000	454,877.47	85,959.39	83,314.01	457,522.85
4151	B	01	101	001				F	Bank of America - Credit Car	B	100	000	0.00	5,473.47	5,473.47	0.00
4151	B	01	121	000				F	Due From Dept of Ed	B	100	000	1,122.37	0.00	0.00	1,122.37
4151	B	01	131	001				F	EdVisions Coop - Prepaid Ex	B	100	000	2,992.50	0.00	0.00	2,992.50
4151	B	01	206	000				F	Other Accts Payable	B	200	000	0.00	88,787.48	88,787.48	0.00
4151	B	01	230	000				F	Deferred Revenue	B	200	000	(10,038.21)	0.00	0.00	(10,038.21)
4151	B	01	422	000				F	Unreserved/Undesig	B	400	000	(472,246.53)	0.00	0.00	(472,246.53)
4151	B	01	460	000				F	Nonspendable Fund Balance	B	400	000	(8,402.79)	0.00	0.00	(8,402.79)
4151	B	98	143	000				F	Equipment	B	100	000	51,603.35	0.00	0.00	51,603.35
4151	B	98	173	000				F	Accum Depr On Equip.	B	100	000	(39,067.64)	0.00	0.00	(39,067.64)
4151	B	98	430	000				F	Invest. Fixed Assets	B	400	000	(12,535.71)	0.00	0.00	(12,535.71)
									Report Total:				($31,695.19)	$180,220.34	$177,574.96	($29,049.81)

EDVISIONS OFF-CAMPUS CHARTER

Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4151	BOA		1339		Post Office		CC
				E 01	010 211 000 000 329 postage		$29.70
	Voucher #:	5124	Invoice		Invoice No: 12/14/16	12/14/2016	Paid Amt: $29.70
							Check Amount: $29.70
4151	BOA		1342		Amazon		CC
				E 01	010 211 000 000 430 student grant - JL		$61.10
				E 01	010 211 000 000 401 printer drum		$74.21
	Voucher #:	5133	Invoice		Invoice No: 12/14/16	12/14/2016	Paid Amt: $135.31
							Check Amount: $135.31
4151	BOA		1343		Myfax		CC
				E 01	010 211 000 000 320 fax		$20.00
	Voucher #:	5123	Invoice		Invoice No: 12/14/16	12/14/2016	Paid Amt: $20.00
							Check Amount: $20.00
4151	BOA		1347		McGraw Hill		CC
				E 01	010 211 000 000 430 alek's math		$10.00
	Voucher #:	5135	Invoice		Invoice No: 12/14/16	12/14/2016	Paid Amt: $10.00
							Check Amount: $10.00
4151	BOA		1352		Cub Foods		CC
				E 01	010 211 000 733 394 fieldtrip 2		$125.58
	Voucher #:	5127	Invoice		Invoice No: 12/14/16	12/14/2016	Paid Amt: $125.58
							Check Amount: $125.58
4151	BOA		1390		Grand Slam		CC
				E 01	010 211 000 733 394 fieldtrip 2		$674.92
	Voucher #:	5129	Invoice		Invoice No: 12/14/16	12/14/2016	Paid Amt: $674.92
							Check Amount: $674.92
4151	BOA		1394		Parkwood Cinema		CC
				E 01	010 211 000 733 394 fieldtrip 2		$75.00
	Voucher #:	5131	Invoice		Invoice No: 12/14/16	12/14/2016	Paid Amt: $75.00
							Check Amount: $75.00
4151	BOA		1400		Parkwood Restaurant		CC
				E 01	010 211 000 733 394 fieldtrip 2		$120.93
	Voucher #:	5132	Invoice		Invoice No: 12/14/16	12/14/2016	Paid Amt: $120.93
							Check Amount: $120.93
4151	BOA		1417		Conference Call Services		CC
				E 01	010 211 000 000 320 conf call with MACS		$7.98
	Voucher #:	5122	Invoice		Invoice No: 12/14/16	12/14/2016	Paid Amt: $7.98
							Check Amount: $7.98

Co	Bank	Check No	Code	Rcd	Vendor			Pmt/Void Date		Pmt Type	
4151	BOA		1455		Wabasha Street Caves					CC	
				E 01	010 211 000 733 394	fieldtrip 2			$444.00		
	Voucher #:	5125	Invoice		Invoice No: 12/14/16			12/14/2016		Paid Amt:	$444.00
										Check Amount:	$444.00
4151	BOA		1456		AMC					CC	
				E 01	010 211 000 733 394	fieldtrip 1			$58.85		
	Voucher #:	5126	Invoice		Invoice No: 12/14/16			12/14/2016		Paid Amt:	$58.85
										Check Amount:	$58.85
4151	BOA		1457		Papa Murphy's					CC	
				E 01	010 211 000 733 394	fieldtrip 1			$15.00		
	Voucher #:	5128	Invoice		Invoice No: 12/14/16			12/14/2016		Paid Amt:	$15.00
										Check Amount:	$15.00
4151	BOA		1458		Old World Pizza					CC	
				E 01	010 211 000 733 394	fieldtrip 2			$83.99		
	Voucher #:	5130	Invoice		Invoice No: 12/14/16			12/14/2016		Paid Amt:	$83.99
										Check Amount:	$83.99
4151	BOA		1459		Hyatt Fishermans Wharf					CC	
				E 01	010 211 400 000 430	San Francisco hotel deposit			$3,672.21		
	Voucher #:	5134	Invoice		Invoice No: 12/14/16			12/14/2016		Paid Amt:	$3,672.21
										Check Amount:	$3,672.21
4151	CB	4355	1112		A Chance to Grow, Inc.					Check	
				E 01	010 400 000 372 305	3rd party billing			$250.00		
	Voucher #:	5115	Invoice		Invoice No: 95966			12/7/2016		Paid Amt:	$250.00
										Check Amount:	$250.00
4151	CB	4356	1164		Bluma, Megan					Check	
				E 01	010 640 000 000 366	mileage: Bloomington-staff mtg			$13.50		
				E 01	010 211 000 000 366	mileage: Apple Valley-intake			$18.90		
				E 01	010 211 000 000 366	mileage: Inver Grove-supplies			$35.64		
				E 01	010 640 000 000 401	assessment for makers			$62.50		
				E 01	010 211 000 311 320	internet/phone			$70.00		
	Voucher #:	5111	Invoice		Invoice No: 12/2/16			12/7/2016		Paid Amt:	$200.54
										Check Amount:	$200.54
4151	CB	4357	1033		Dobosenski, Regina					Check	
				E 01	005 110 000 000 366	mileage: St Paul-IQS mtg			$90.18		
				E 01	010 640 000 000 366	mileage: Bloomington-staff mtg			$61.02		
				E 01	010 211 000 733 366	mileage: St Paul-fieldtrip			$86.94		
				E 01	010 211 000 000 366	mileage: LeSueur-conf			$14.04		

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4151	CB	4357	1033		Dobosenski, Regina		Check
				E 01	010 211 000 311 320 internet/phone	$70.00	
	Voucher #:	5110	Invoice		Invoice No: 12/2/16	12/7/2016	Paid Amt: $322.18
							Check Amount: $322.18
4151	CB	4358	1003		EdVisions Cooperative		Check
				E 01	010 211 000 000 306 gen ed	$41,829.67	
				E 01	010 407 000 740 306 sped	$21,938.66	
				E 01	005 105 000 000 306 admin	$5,156.71	
				E 01	005 110 000 000 306 business	$3,632.72	
	Voucher #:	5113	Invoice		Invoice No: 12/6/16	12/7/2016	Paid Amt: $72,557.76
							Check Amount: $72,557.76
4151	CB	4359	1277		Frontier		Check
				E 01	010 211 000 000 320 phone	$46.08	
	Voucher #:	5106	Invoice		Invoice No: 12/16/16	12/7/2016	Paid Amt: $46.08
							Check Amount: $46.08
4151	CB	4360	1068		JMC Computer Service, Inc		Check
				E 01	010 211 000 000 401 web hosting	$600.00	
	Voucher #:	5117	Invoice		Invoice No: 48514	12/7/2016	Paid Amt: $600.00
							Check Amount: $600.00
4151	CB	4361	1020		Kroehler, Keven		Check
				E 01	010 640 000 335 366 math consulting and training	$258.00	
	Voucher #:	5118	Invoice		Invoice No: 1023	12/7/2016	Paid Amt: $258.00
				E 01	005 110 000 000 305 finance consulting	$201.89	
	Voucher #:	5119	Invoice		Invoice No: 1023	12/7/2016	Paid Amt: $201.89
							Check Amount: $459.89
4151	CB	4362	1135		Lepper, Chris		Check
				E 01	010 640 000 000 366 mileage: Bloomington-staff mtg	$59.40	
				E 01	010 211 000 311 320 internet/phone	$70.00	
	Voucher #:	5109	Invoice		Invoice No: 12/2/16	12/7/2016	Paid Amt: $129.40
							Check Amount: $129.40
4151	CB	4363	1034		Locke, Karen		Check
				E 01	010 420 000 419 366 mileage: Minneapolis-staff mtg	$15.66	
				E 01	010 420 000 419 366 mileage: Maple Lake-fall celebration	$57.78	
				E 01	010 211 000 311 320 internet/phone	$140.00	
	Voucher #:	5112	Invoice		Invoice No: 11/22/16	12/7/2016	Paid Amt: $213.44
							Check Amount: $213.44

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4151	CB	4364	1022		MN Assoc of Charter Schools		Check
				E 01	005 110 000 000 366 policy meeting	$36.00	
	Voucher #:	5116	Invoice		Invoice No: 40	12/7/2016	Paid Amt: $36.00
							Check Amount: $36.00
4151	CB	4365	1248		Monson Geerts, Patty		Check
				E 01	010 211 000 733 366 mileage: Shakopee-fieldtrip	$246.24	
				E 01	010 211 000 000 366 mileage: Duluth-conf	$24.84	
				E 01	010 211 000 000 366 mileage: Duluth-conf	$23.76	
				E 01	010 211 000 000 366 mileage: Duluth-conf	$22.68	
				E 01	010 640 000 000 366 mileage: Bloomington-staff mtg	$211.14	
				E 01	010 211 000 000 366 mileage: Duluth-comp	$23.76	
				E 01	010 211 000 000 366 mileage: Duluth-post office	$22.68	
				E 01	010 211 000 000 366 mileage: Rice Lake-sign form	$10.80	
				E 01	010 211 000 733 366 mileage: Duluth-fall celebration	$11.88	
				E 01	010 211 000 000 366 mileage: Duluth-comp	$23.76	
				E 01	010 211 000 733 366 mileage: Duluth-fieldtrip	$22.68	
				E 01	010 211 000 000 366 mileag: Duluth-conf	$23.76	
				E 01	010 211 000 000 366 mileage: Duluth-conf	$22.68	
				E 01	010 211 000 000 366 hotel	$119.00	
				E 01	010 211 000 733 394 snacks fall celebration	$7.98	
				E 01	010 211 000 000 320 phone	$75.00	
	Voucher #:	5114	Invoice		Invoice No: 12/6/16	12/7/2016	Paid Amt: $892.64
							Check Amount: $892.64
4151	CB	4366	1252		Raynard, Lill		Check
				E 01	010 211 000 311 320 internet/phone	$70.00	
	Voucher #:	5108	Invoice		Invoice No: 12/2/16	12/7/2016	Paid Amt: $70.00
							Check Amount: $70.00
4151	CB	4367	1293		SpeechPartners		Check
				E 01	010 401 000 740 373 speech therapy	$351.00	
	Voucher #:	5105	Invoice		Invoice No: 12/4/16	12/7/2016	Paid Amt: $351.00
							Check Amount: $351.00
4151	CB	4368	1197		Verizon Wireless		Check
				E 01	010 211 000 311 320 internet	$680.17	
	Voucher #:	5107	Invoice		Invoice No: 9774993519	12/7/2016	Paid Amt: $680.17
							Check Amount: $680.17

EDVISIONS OFF-CAMPUS CHARTER
Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date		Pmt Type	
4151	CB	4369	1126		Bank of America			Check	
				B 01	101 001	November cc	$5,473.47		
	Voucher #:	5136	Invoice		Invoice No: 12/14/16	12/14/2016		Paid Amt:	$5,473.47
								Check Amount:	$5,473.47
4151	CB	4370	1449		IXL Learning, Inc			Check	
				E 01	010 420 000 419 433	classroom license for up to 25	$499.00		
	Voucher #:	5120	Invoice		Invoice No: S297512	12/14/2016		Paid Amt:	$499.00
								Check Amount:	$499.00
4151	CB	4371	1273		Oja, Charlotte			Check	
				E 01	010 211 000 733 366	mileage: Annandale-fall celebration	$272.16		
				E 01	010 211 000 311 320	internet (Sept, Oct, Nov)	$260.28		
	Voucher #:	5121	Invoice		Invoice No: 12/9/16	12/14/2016		Paid Amt:	$532.44
								Check Amount:	$532.44
								Report Total:	$88,787.48