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, May 16th, 2017, 3:30 PM
Minutes

A. Called meeting to order by Chair at: 3:35

B. Roll Call of Attendance:

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

Others Present:
Cathy Diaz
Gigi Dobosenski
David Bakke

C. Educational Data

None

D. Correction and approval of previous meetings

1. **Approve Board Meeting minutes from last month. M –Bluma, S -Motzko. Unanimous motion carried.**

E. Open Forum

None

F. Approval of Agenda

1. **Agenda Approval. M -Jones, S -McLean.** 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 -Bluma. Unanimous motion carried.

a) **Revenue of $ 83,005.86**
b) **Expenses of $ 100,374.38**
c) **Ledger Balance (Cash Fund Balance) of $** 414,103.08
d) **Bank Reconciliation of $ 414,103.08**

H. Communications

1. Special Ed Directorship:
    a. Mark Krug, is going to be at Spring Celebration to participate in the SPED Meeting
2. IQS:
    a. Request for some information on the final end of the year report.

b. Rebecca Graetz will also be at Spring Celebration.
c. David Jones and Gigi Dobosenski attended a meeting at the beginning of May
    i. Jones reported on hearing best practices such as keeping up with technology, policies, and ongoing training.
    ii. Alternative assessments were also discussed and how to move forward with this.

I. Hearing of Reports

1. Diaz reported on Director Monthly Updates
    a. Rural education grant money is about 20,000 a year.
        i. Federal government changed the process, we now need to apply for it this year.
    b. ADM- 109.32 shift in June recording to actual number
    c. NWEA Testing is going on right now
    d. Basic Skills goal and QComp goal based on MAP test
    e. Spring Celebration is next week. Senior Team has been busy reviewing senior projects in preparation for next week.
2. Staff Monthly Updates
    a. Staff retreat went well, teams were picked and goals were made for next year.
    b. Lots of action on instagram for Spring Celebration
    c. QCOMP Professional Development, observations and staff projects have been completed this week
    d. Staff Wellness Survey was taken today-Results are clear that we need to work on staff wellness
    e. Lots of excitement for Spring Celebration

J. Unfinished business

1. Dobosenski reported on policies 2nd round- 401, 532, 535, and 701.1

K. New Business

1. Coop Contract Motion was made **M -Jones, S -Motzko.** Unanimous motion carried
    a. Cooperative is employer of staff members
    b. Provide payroll and benefit services and professional development
    c. Board votes for us to contract with Edvisions Cooperative
2. Designs for Learning Contract **M -Bluma, S -Jones.** Unanimous motion carried
    a. SPED Director contract is up for renewal
    b. Staff recommends continuing with Designs for Learning
    c. Pleased with Mark Krug's work
    d. desire to continue with 50 hours on contract
    e. Board votes for us to contract with Designs for Learning
3. MSHSL **M -Motzko, S -Mockros.** Unanimous motion carried
    a. Resolution for membership
    b. required if students want to participate
    c. $100 base and $90 per sport, this year we paid $370
4. MACS Membership **M -Jones, S -Motzko.** Unanimous motion carried

   a. Services
      i. Online learning group for legislation
      ii. Policy and legislative updates
      iii. Board Training
      iv. Ed Law conference discount
   b. per pupil cost $18.50
5. School Goals for next year
   a. Basic Skills- Math
   b. Life Skills and rubric measurements
   c. Experiential Education
   d. Wellness
6. Project Foundry Renewal **M -Jones, S -Motzko.** Unanimous motion carried
   a. Project Management system
   b. Cost: $20/student+$850 for MCC reporting
7. Training- Hiring Practices
   a. Edvisions Cooperative
      i. Contracted as employer of all staff
      ii. Provide HR Services as well as professional development
   b. Personnel Team Role
      i. Hiring staff for EOC based on staff determined needs
      ii. Follow hiring procedure
   c. Board Role
      i. Due to Edvisions Cooperative Contract, the board is not included in staff hiring process
      ii. Staff reports new hire to board.
8. Draft of Budget for 2017-18
   a. Based on 105 ADM
   b. Revenue, 1,238,028
   c. Expenditures, 1,240,515
   d. Difference (Negative good) 2,487
   e. Vote in June

L. Next Meeting June 20th, 2016 @ 3:30 pm

M. Adjourn Meeting

1. **Meeting adjourned at 4:44 M-Jones, S-Motzko . Unanimous motion carried.**

Clerk: Jessica Nocks Date: 5/16/17

MN ASSOCIATION OF CHARTER SCHOOLS

Your Membership Supports

The MN Association of Charter Schools (MACS) is a non-profit membership association created by charter schools in 1994 to be the public policy voice and facilitator of collective services for Minnesota's Charter School Community.

Membership in the Association is an investment in Minnesota's Charter School Community and your school's future.

Given that we are financed primarily through dues, the Association has the freedom and independence to set its own agenda— not that of outside organizations or interests.

The Association's staff is here to provide your school support and technical assistance on chartering, governance, leadership, human resource management, and advocate for the charter school agenda at the state and federal levels.



Advocacy - Public Policy Voice of Charter Schools

The Association provides:

- **Experienced & Professional Representation/Lobbying at the MN Legislature**
- Assistance in Creating & Maintaining Relationships with Local Legislators
- Public Policy Statements on Significant Charter & Education Issues
- Training on the Legislative & Political Processes
- Legislative Updates & Action Alerts
- **Opportunities to Shape & Vote on Legislative Platform**
- Charter School Representation on State Panels



School Leader & Human Resource Support & Assistance

The Association provides:

- **Technical Assistance on Leadership & Human Resource Management Issues**
- Human Resource/Leadership Resources
- Free Career/Job Posting on MACS Website
- Charter School Compensation Survey – *biennially*
- Charter School Leadership *Survey – biennially*
- **New Charter Director Cohort:** *Support and guidance for success*



Board Governance Support & Assistance

The Association provides:

- **Basic & Ongoing Board Training Courses/Seminars**
- Technical Assistance on Board Operations & Evaluation for Boards
- Board Governance Resources
- Sample Board Policies



Networking Events

The Association Provides:

- **Quarterly Regional School Director/Administrator Meetings**
- MACS Annual Membership Meeting
- Opportunities to Serve on the Association's Work Groups and Committees
- Charter Director Social Hours



Re-Licensure Service for Teachers & Administrators

The Association provides:

- **A Discount Processing Fee for Teachers and Administrators**
- A Discount Registration Fee for the On-line *Mental Health Course*



Information, Research & Recognitions

The Association provides:

- An Authorizer Expenditure Report –*published annually*
- School & Authorizer Directories - *published annually*
- **A Primer on Minnesota Charter Schools**
- Innovation Awards & Innovation Convocation - *annually*
- Board Governance, Charter Champion, & Pioneer Awards

Member Testimonials

" Without MACS as a resource, I know my job would be much more challenging and prone to mistakes."

Todd Lyscio, Executive Director,

Crosslake Community School—Crosslake

"In addition to legislative advocacy, I believe that I get advice and networking opportunities from MACS that directly pertain to my job as a charter school director."

Tracy Quarnstrom, Executive Director,

TRIO Wolf Creek Distance Learning Charter School—Lindstrom

"We belong to MACS because we are stronger together than we are apart."

- Nancy Dana, *Executive Director,*

Saint Paul City School—St. Paul

"MACS' work at the Legislature stands out as one of the most important things they do."

- Cara Quinn, Executive Director,

Community of Peace Academy—St. Paul

Discount Programs for Member Schools

Office Depot OfficeMax

CDW·G

Classroom Library Co.

GRAINGER — For the ones who get it done

Environmental Assurance — Providing Environmental Peace of Mind Since 1992

The McDowell Agency, Inc. — Investigation & Pre-Employment Screening

S&S Worldwide

Wilderness Inquiry



mncharterschools.org

Facebook.com/mncharterschools

Mncharterschools.wordpress.com

bit.do/macs-linkedin

April, 2017

MN ASSOCIATION OF CHARTER SCHOOLS

Unleashing education from convention

2017-2018 Membership Dues

School Year Membership Form

Membership Dues for July 1, 2017 – June 30, 2018

School: Edvisions Off Campus

MDE October 1, 2016, Pupil Count: 116

2017 Membership Dues: 116 *Pupil Count* x Per Pupil Rate *($18.50)* = $2,146.00 (Annual)

$178.83 (Month)

Minimum Membership Dues— **$1,850**. Maximum Membership Dues— **$7,037.**

Payment Plans *(Select a Plan)*

☐ **Plan 1 – Automatic Monthly Payment Withdrawal (Ongoing Renewal)**

The school authorizes MACS to automatically renew membership annually and continue ACH payments until the school provides written notification to MACS to cancel membership. The school will receive an annual notice of next year's annual dues. **The ACH automatically will remain in effect until the authority is canceled in writing.** Automatic monthly payment withdrawals are made on the 10th of the month. The school's ACH form must be received at the MACS office by the 27th of the previous month for withdrawals to begin the next month.

2017-2018 Dues $178.83 Monthly Payment based on ACH form received by July 1, 2017

☐ **Plan 2 – Full Annual Payment**

One full payment by check payable to: **MN Association of Charter Schools**

Authorization

School Director or Board Chair Name (Print): _____

School Director or Board Chair Signature: _____ Date: _____

Please Send (1) Membership Dues Form, and (2) either ACH Form or Check to:

MN Association of Charter Schools
161 St. Anthony Avenue, Suite 1000
St. Paul, MN 55103

For MACS Office use only:

Date Rec'd: _____ Payment Type: _____ Transaction ID: _____

EdVisions Off-Campus High School

April 2017 Financial Report

Revenue	$ 83,005.86	This is the Cash Deposited for Apri	(Receipt Listing Report)
	$ 83,005.86	**Revenue for April**	(Trial Balance - Revenue)
Expenses	$ 100,374.38	Total of checks written for April	(Payment Register)
	$ -		
	$ 100,374.38	**Expenses for April**	(Trial Balance - Expenses)

		Last Month	
Fund Balance	$ 414,103.08	$ 431,471.60	
Accounts Recievable			
Cash Balance	**$ 414,103.08**	$ 431,471.60	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		4539		CC	1	1339		Post Office	No	No	No	USD	04/12/2017	287.68
4151	BOA		4540		CC	1	1343		Myfax	No	No	No	USD	04/12/2017	20.00
4151	BOA		4541		CC	1	1354		Parking	No	No	No	USD	04/12/2017	6.00
4151	BOA		4542		CC	1	1372		Apple	No	No	No	USD	04/12/2017	173.17
4151	BOA		4543		CC	1	1375		GoDaddy	No	No	No	USD	04/12/2017	15.56
4151	BOA		4544		CC	1	1459		Hyatt Fishermans Wharf	No	No	No	USD	04/12/2017	9,180.52
4151	BOA		4545		CC	1	1481		Cheap Skate	No	No	No	USD	04/12/2017	143.00
4151	BOA		4546		CC	1	1482		Art As You Like It	No	No	No	USD	04/12/2017	111.25
4151	BOA		4547		CC	1	1483		San Francisco	No	No	No	USD	04/12/2017	4,870.16
														Bank Total:	$14,807.34
4151	CB		4530	4445	Check	1	1164		Bluma, Megan	Yes	Yes	No	USD	04/07/2017	232.95
4151	CB		4538	4446	Check	1	1452		Designs for Learning	Yes	Yes	No	USD	04/07/2017	228.75
4151	CB		4526	4447	Check	1	1024		Diaz, Cathy	Yes	Yes	No	USD	04/07/2017	670.19
4151	CB		4527	4448	Check	1	1033		Dobosenski, Regina	Yes	Yes	No	USD	04/07/2017	400.63
4151	CB		4524	4449	Check	1	1003		EdVisions Cooperative	Yes	Yes	No	USD	04/07/2017	74,070.17
4151	CB		4534	4450	Check	1	1277		Frontier	Yes	Yes	No	USD	04/07/2017	48.12
4151	CB		4537	4451	Check	1	1318		Innovative Quality Schools	Yes	Yes	No	USD	04/07/2017	3,139.67
4151	CB		4525	4452	Check	1	1020		Kroehler, Keven	Yes	Yes	No	USD	04/07/2017	988.14
4151	CB		4528	4453	Check	1	1135		Lepper, Chris	Yes	Yes	No	USD	04/07/2017	234.25
4151	CB		4536	4454	Check	1	1311		Mayer, Tessa	Yes	Yes	No	USD	04/07/2017	70.00
4151	CB		4533	4455	Check	1	1273		Oja, Charlotte	Yes	Yes	No	USD	04/07/2017	466.79
4151	CB		4529	4456	Check	1	1155		Progressive Business Publicati	Yes	Yes	No	USD	04/07/2017	148.96
4151	CB		4532	4457	Check	1	1252		Raynard, Lill	Yes	Yes	No	USD	04/07/2017	358.37
4151	CB		4535	4458	Check	1	1293		SpeechPartners	Yes	Yes	No	USD	04/07/2017	297.00
4151	CB		4531	4459	Check	1	1197		Verizon Wireless	Yes	Yes	No	USD	04/07/2017	700.19
4151	CB		4551	4460	Check	1	1126		Bank of America	Yes	Yes	No	USD	04/14/2017	14,807.34
4151	CB		4548	4461	Check	1	1005		EdVisions, Inc.	Yes	Yes	No	USD	04/14/2017	364.00
4151	CB		4550	4462	Check	1	1084		Motzko, Michael	Yes	Yes	No	USD	04/14/2017	838.86
4151	CB		4552	4463	Check	1	1242		Mueller, Jaymie	Yes	Yes	No	USD	04/14/2017	550.00
4151	CB		4554	4464	Check	1	1435		Project Foundry	Yes	Yes	No	USD	04/14/2017	850.00
4151	CB		4549	4465	Check	1	1018		Region V Computer Services	Yes	Yes	No	USD	04/14/2017	856.00
4151	CB		4553	4466	Check	1	1293		SpeechPartners	Yes	Yes	No	USD	04/14/2017	54.00
														Bank Total:	$100,374.38

Report Total: $115,181.72

EDVISIONS OFF-CAMPUS CHARTER
Trial Balance Summary Report

Periods: 201710 To: 201710

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	589.75	0.00	0.00	589.75
4151	E	01	005	105	000	000	306	F	EdVisions Payment-Administ	B	422	000	46,556.37	5,195.56	0.00	51,751.93
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	11,258.98	988.14	0.00	12,247.12
4151	E	01	005	110	000	000	306	F	EdVisions Payment-Financia	B	422	000	32,196.54	3,679.03	0.00	35,875.57
4151	E	01	005	110	000	000	316	F	Financial Services - Region \	B	422	000	2,568.00	856.00	0.00	3,424.00
4151	E	01	005	110	000	000	366	F	Tra/bussiness office (wksp, t	B	422	000	989.59	85.60	0.00	1,075.19
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	210	000	514	466	F	REAP Grant - Tech Devices	B	422	000	20,042.11	0.00	0.00	20,042.11
4151	E	01	010	211	000	000	305	F	Professional Service - Secon	B	422	000	1,720.00	0.00	0.00	1,720.00
4151	E	01	010	211	000	000	306	F	EdVisions Payment - Regula	B	422	000	368,496.48	42,479.76	0.00	410,976.24
4151	E	01	010	211	000	000	307	F	Advertising	B	422	000	3,900.00	0.00	0.00	3,900.00
4151	E	01	010	211	000	000	320	F	Telephone	B	422	000	1,083.40	68.12	0.00	1,151.52
4151	E	01	010	211	000	000	329	F	Postage	B	422	000	1,468.28	287.68	0.00	1,755.96
4151	E	01	010	211	000	000	366	F	Travel - Staff	B	422	000	6,384.35	823.12	0.00	7,207.47
4151	E	01	010	211	000	000	369	F	Field Trip Fees	B	422	000	0.00	14,050.68	0.00	14,050.68
4151	E	01	010	211	000	000	390	F	Pymts to Other Dist. - Tuition	B	422	000	4,386.68	0.00	0.00	4,386.68
4151	E	01	010	211	000	000	401	F	Office Type Supplies	B	422	000	2,654.48	15.56	0.00	2,670.04
4151	E	01	010	211	000	000	430	F	Instruct Supplies	B	422	000	11,907.04	850.00	0.00	12,757.04
4151	E	01	010	211	000	000	456	F	Tech Supplies - Instructional	B	422	000	3,354.20	173.17	0.00	3,527.37
4151	E	01	010	211	000	000	461	F	Standardized Tests	B	422	000	819.00	0.00	0.00	819.00
4151	E	01	010	211	000	000	466	F	Tech Devices - Instructional	B	422	000	10,545.00	0.00	0.00	10,545.00
4151	E	01	010	211	000	000	820	F	Dues & Memberships-Non S	B	422	000	8,682.34	3,139.67	0.00	11,822.01
4151	E	01	010	211	000	302	555	F	Technology Equipment	B	422	000	10.00	0.00	0.00	10.00
4151	E	01	010	211	000	311	320	F	Internet Access	B	422	000	22,173.30	1,520.47	0.00	23,693.77
4151	E	01	010	211	000	733	366	F	Field Trip Mileage	B	422	000	5,436.38	534.59	0.00	5,970.97
4151	E	01	010	211	000	733	394	F	fieldtrip expenses	B	422	000	13,556.54	0.00	0.00	13,556.54
4151	E	01	010	211	400	000	369	F	Field Trip - San Francisco	B	422	000	0.00	567.30	0.00	567.30
4151	E	01	010	211	400	000	430	F	Expenses - San Francisco	B	422	000	34,639.07	0.00	0.00	34,639.07
4151	E	01	010	400	000	372	305	F	Third Party Billing Contracted	B	422	000	250.00	0.00	0.00	250.00
4151	E	01	010	401	000	740	373	F	Speech - SpEd - State Funde	B	422	000	4,711.50	351.00	0.00	5,062.50
4151	E	01	010	403	000	419	303	F	Sped Consulting DCD	B	422	000	285.00	118.75	0.00	403.75
4151	E	01	010	404	000	419	361	F	Fed Sped - PCA Services	B	422	000	0.00	550.00	0.00	550.00
4151	E	01	010	404	000	740	372	F	Physically Impaired - Occupa	B	422	000	2,908.20	0.00	0.00	2,908.20
4151	E	01	010	404	000	740	533	F	Physically Impaired - Equipm	B	422	000	5,505.33	0.00	0.00	5,505.33

EDVISIONS OFF-CAMPUS CHARTER
Trial Balance Summary Report

Periods: 201710 To: 201710

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	010	407	000	740	306	F	EdVisions Payment - SLD	B	422	000	177,184.58	22,715.82	0.00	199,900.40
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	2,386.09	646.29	0.00	3,032.38
4151	E	01	010	420	000	419	378	F	Fed Funds - School Psychol	B	422	000	4,026.25	0.00	0.00	4,026.25
4151	E	01	010	420	000	419	401	F	Fed SpEd Supplies	B	422	000	0.00	110.00	0.00	110.00
4151	E	01	010	420	000	419	433	F	SpEd Supplies/Testing Mate	B	422	000	1,859.57	0.00	0.00	1,859.57
4151	E	01	010	640	000	000	366	F	Staff Development - Travel	B	422	000	2,779.21	55.11	0.00	2,834.32
4151	E	01	010	640	000	000	401	F	Staff Development - Supplies	B	422	000	1,503.19	148.96	0.00	1,652.15
4151	E	01	010	640	000	335	366	F	Trav/Conv/Conference Qcom	B	422	000	952.69	0.00	0.00	952.69
4151	E	01	010	640	000	335	401	F	Supplies Qcomp	B	422	000	26.75	364.00	0.00	390.75
									Report Total:				$832,825.53	$100,374.38	$0.00	$933,199.91

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
1678	4151	CB																
fieldtrip				1699	Credit	A	04/10/17	4/10/17	Check	1	m	Miscellaneous						
							4151 R 01 000 000 000 000 060					Student Activity Fees					20.00	0.00
																Receipt Total:	$20.00	$0.00
																Deposit Total:	**$20.00**	**$0.00**
1679	4151	CB																
state payment				1700	Credit	A	04/14/17	4/14/17	Wire	1	1001	State of Minnesota						
							4151 R 01 000 000 006 335 211					QComp Aid - FY2016					433.08	0.00
							4151 R 01 000 000 007 000 360					Spec Education Aid - FY2017					41,284.79	0.00
																Receipt Total:	$41,717.87	$0.00
																Deposit Total:	**$41,717.87**	**$0.00**
1680	4151	CB																
state payment				1698	Credit	A	04/28/17	4/28/17	Wire	1	1001	State of Minnesota						
							4151 R 01 000 000 007 000 211					General Education Aid - FY20					41,185.79	0.00
																Receipt Total:	$41,185.79	$0.00
																Deposit Total:	**$41,185.79**	**$0.00**
1681	4151	CB																
interest				1697	Credit	A	04/30/17	4/30/17	Wire	1	1002	Home Town Bank Henderso						
							4151 R 01 000 000 000 000 092					Interest					82.20	0.00
																Receipt Total:	$82.20	$0.00
																Deposit Total:	**$82.20**	**$0.00**
																Report Total:	$83,005.86	$0.00

EDVISIONS OFF-CAMPUS CHARTER
Trial Balance Summary Report

Periods: 201710 To: 201710

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	(382.00)	0.00	20.00	(402.00)
4151	R	01	000	000	000	000	092	F	Interest	B	422	000	(802.94)	0.00	82.20	(885.14)
4151	R	01	000	000	000	000	201	F	Endow Fund Apportion	B	422	000	(3,610.84)	0.00	0.00	(3,610.84)
4151	R	01	000	000	000	514	500	F	REAP Grant Revenue	B	422	000	(20,042.00)	0.00	0.00	(20,042.00)
4151	R	01	000	000	006	000	360	F	Spec Education Aid - FY201	B	422	000	(4,087.95)	0.00	0.00	(4,087.95)
4151	R	01	000	000	006	335	211	F	QComp Aid - FY2016	B	422	000	0.00	0.00	433.08	(433.08)
4151	R	01	000	000	007	000	211	F	General Education Aid - FY2	B	422	000	(635,954.32)	0.00	41,185.79	(677,140.11)
4151	R	01	000	000	007	000	360	F	Spec Education Aid - FY201	B	422	000	(90,546.04)	0.00	41,284.79	(131,830.83)
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	(13,946.00)	0.00	0.00	(13,946.00)
4151	R	01	000	000	400	000	096	F	Donations - San Francisco	B	422	000	(902.42)	0.00	0.00	(902.42)
									Report Total:				($773,063.58)	$0.00	$83,005.86	($856,069.44)

EDVISIONS OFF-CAMPUS CHARTER

Reconciliation Worksheet Report

04/30/2017

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1149	04/30/2017	4151	CB	HOME TOWN BANK HENDERSC HOME TOWN BANK HENDERSOI

Worksheet has been Finalized

Statement Amount	414,103.08	
Deposits in Transit	0.00	
Outstanding Payments		
Checks	0.00	
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	414,103.08	
GL Account Balance	414,103.08	
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: 201710 To: 201710

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	431,471.60	83,005.86	100,374.38	414,103.08
4151	B	01	101	001				F	Bank of America - Credit Car	B	100	000	0.00	14,807.34	14,807.34	0.00
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	115,181.72	115,181.72	0.00
4151	B	01	230	001				F	Due To MDE - Gen Ed over p	B	200	000	(10,479.69)	0.00	0.00	(10,479.69)
4151	B	01	230	004				F	Due To MDE - QComp Overp	B	200	000	(3,097.04)	0.00	0.00	(3,097.04)
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:				($59,761.95)	$212,994.92	$230,363.44	($77,130.47)

Adopted: June 2014 *EdVisions Off Campus*

Orig. 2014

*Revised: June 2017*_____

401 NEPOTISM/ ANTI-NEPOTISM POLICY

I. POLICY RATIONALE:

To avoid a variety of personnel problems (the perception of favoritism, awkward workplace situations, difficult work environments, employee morale and job satisfaction, and poorer job performance by other employees) charter schools are required to have a nepotism policy regarding employment and employment benefits.

While charter schools are governed and operated by nonprofit corporations they are public institutions funded by the citizens of Minnesota – so they need to be transparent in employment and employment benefits.

A nepotism policy is simply good governance and management that should assist schools in avoiding a host of personnel problems, while promoting transparency, and aiding in the integrity of individual schools and the entire charter school movement.

II. DEFINITIONS:

a. "Immediate Family" means the employee's spouse, registered domestic partner, child, parent, brother and sister, brother-in-law, sister-in-law, mother and father-in-law, son and daughter-in-law, grandparent, grandchild, or step-relatives or domestic partner-relatives in one of these relationships.

b. Relatives beyond "immediate family" – A relative may include: aunt, uncle, niece, nephew, first or second cousins.

c. Nepotism – Nepotism is favoritism shown to relatives by those with power or influence, especially in hiring, or favoring the relative in scheduling, promotions, salary or compensation, disciplinary issues, etc.

III. POLICY STATEMENT:

The immediate family members and those living together as domestic partners of current employees will not be employed by the school under any of the following circumstances:

1. Where one of the parties would have authority, or practical power, to supervise, appoint, remove, or discipline the other;
2. Where one party would be responsible for auditing the work of the other; or,
3. Where other circumstances exist which would place the parties in a situation of actual or reasonably foreseeable conflict between the interest of one or both parties and the best interests of the school.

If two employees marry, or begin living together as domestic partners, and as a result, the circumstances prohibited exist; only one of the employees will be permitted to stay employed with the school. The decision as to which employee will remain with the school must be made by the two employees within thirty (30) calendar days of the date they marry, or begin living together as domestic partners. If no decision has been made during this time, the most recently hired employee will be terminated.

In considering the employment of an employee's "immediate family" or a relative beyond "immediate family" members the school must ensure that the relative has:

1. The appropriate education and or credential for the job
2. Outside work experience related to the position, and that,
3. The position is an existing and vital position with a published job description, determined pay and performance expectations

The position opening must be posted and the potential candidates vetted in accordance with the human resource policies and procedures of the school.

A potential employee has the responsibility to notify the hiring agent of any relationship to current employees.

All incoming employees shall be required to read and sign this nepotism policy upon employment.

***Legal References**:* MN Statutes 124D.10 Sub.

Cross References: MACS recommended policy template

Adopted: June 2014

Orig. 2014

*Revised: June 2017*_____

532 ASSESSMENTS

I. PURPOSE

The purpose of this policy is to institute a process for the establishment and revision of assessment to be used to determine how well students have achieved graduation standards

II. GENERAL STATEMENT OF POLICY

The School District has established a procedure by which students shall complete the Graduation Standards. This procedure includes the adoption of state graduation test requirements.

III. STANDARDS FOR MINNESOTA ACADEMIC STANDARDS PERFOMANCE PACKAGES

A. Local Assessment

Locally selected assessments are expected to provide opportunities for students to demonstrate their achievement in a locally selected adaptive response and demonstration of growth.

B. Statewide Academic standards Testing

1. Commencing with the 2005-2006 school year and later, the school district will utilize state constructed tests developed from and aligned with the state's academic standards as these tests are available.
2. The school district will administer annually, in accordance with the process determined by the Education Department, the state-constructed tests to all students in grade 7-8 and high school level as follows:
   a. ~~In 2014-2015 annual reading and mathematics in grades 7 and 8. Graduation standard reading in 10th grade, graduation standard math in 11th grade and Science proficiency tests (MCA) in 8th and 11th grade.~~
   b. Beginning with 2015-2016 school year and later, reading and mathematics in grade 7; and Career and College Placement assessments for 8,10 and 11th graders as the tests are available. Science proficiency tests (MCA) in 8th and 11th grade.
   c. Beginning with the 2015-2016 school year and later, 9th graders will complete a locally chosen career inventory. This information will be used in creating of Post Secondary Plans for all 10th graders and above.
3. The school district will also maintain the ability to determine further graduation assessment alternatives as needed.

4. Students for who the statewide or locally constructed tests are inappropriate, as determined by the students individualized education program team, or students with limited English proficiency shall be exempt from or provided appropriate, technically sound accommodations of alternate assessments for statewide and local testing with the approval of the students parent or guardian.

IV. REVIEW

The school board will conduct an annual review of the assessments to be used based on changes in student needs and state requirements.

Legal References:
Minn Stat. 120B.02 (Educational Expectations for Minnesota Students)
Minn. Stat. 120B.30 (Statewide Testing and Reporting System)
Minn. Rule Parts 301.0010-3501.0180 (Rules Relating to Graduation Standards- Mathematics and Reading)

Adopted: June 19, 2011 *ISD 4151 EdVisions Off-Campus High School*
Orig. 2011

Revised: June 2017

535 Special Education Workload Policy

EdVisions Off Campus is an online public charter school focusing educational programming on project based learning. Due to the nature of students the school serves, EOC will use two separate models when looking analyzing a special education advisor's caseload/ workload and to determine the need for teaching and paraprofessional staff.

Prior to making staffing decisions, the school will consider both caseload of advisors serving students more than 50% of their school day, as well as this workload policy. Please also note that individual IEP needs may play a factor in veering from this analysis. If this is the case, the administrative staff will make the final decision and document the alterations to this analysis.

Caseload Model:
The Caseload model will be used when determining the caseload of a special education teacher, when they serve students who receive special education support 50% or more of their educational day (federal setting 3) per Minn. R. 3525.2340, subp.4(A)(1).

A. the maximum number of school-age pupils that may be assigned to a teacher:
(1) for pupils who receive direct special instruction from a teacher 50 percent or more of the instructional day, but less than a full school day:
    (a) deaf-blind, autism, developmental cognitive disability: severe-profound range, or severely multiply impaired, three pupils;
    (b) deaf-blind, autism, developmental cognitive disability: severe-profound range or severely multiply impaired with one program support assistant, six pupils;
    (c) developmental cognitive disability: mild-moderate range or specific learning disabled, 12 pupils;
    (d) developmental cognitive disability: mild-moderate range or specific learning disabled with on program support assistant, 15 pupils;
    (e) all other disabilities with one program assistant, ten pupils; and
    (f) All other disabilities with two program support assistant, 12 pupils.

Workload Model:
The workload model will be used when analyzing the workload of a special education advisor, when they serve students who receive special education support 49% or less of their educational day (federal setting 1 & 2). The disability area primarily served will also be taken into direct consideration in workload analysis.

Areas to determine the workload will consist of:

- Direct and Indirect Minutes on Student IEP's
- Evaluations and Re-Evaluations that need to be completed in the school year
- Preparation Time as established by agreement/ contract
- Other Due Process Requirements

According to the workload considerations for Effective Special Education from MDE, a suggested caseload for high school students is between 17 and 21. The teacher workload should also fall within this range. Both the statistical data on placement, which is driven by student need, as well as the unique program EOC will establish an effective workload for special education teachers at a range between 17 and 21

When the workload exceeds 17, the school will reserve the right to add additional paraprofessional staff. When the workload exceeds 21 with 1 paraprofessional staff, the school will hire additional teaching staff.

Direct and Indirect Minutes on Student IEP's

Direct Service as defined by Minnesota Rule 3525.0200, subp.2b

> *….special education services provided by a teacher or a related service professional when the service are related to instruction, including cooperative teaching.*

Indirect Service as defined by Minnesota Rule 3525.0200, subp. 8c

> *….on-going progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with the student to monitor and observe. Indirect services may be provided by a teacher or related service professional to another general education teacher, special education teacher, related service professional, paraprofessional, support staff, parents, and public and non-public agencies to the extent that the services are written in a student's IEP….*

To calculate this area, add up the direct and indirect minutes provided by the special education advisor as described on each student's IEP and turn into hours/ per year. For example:

Student	Total direct and indirect minutes per week from IEP	Hours per week (min/60)	Hours per year (hours per wk x wks per year) 2.5 hours x 32 weeks
John S	150 min.	2.5 hours	80 hours
Susie K	200 min.	3.3 hours	105.6 hours
Kelly K	150 min.	2.5 hours	80 hours
Sam L	150 min.	2.5 hours	80 hours
Peter J	200 min.	3.3 hours	105.6 hours
Sue W	175 min.	2.9 hours	93.3 hours
John M	150 min.	2.5 hours	80 hours
Jennifer H	200 min.	3.3 hours	105.6 hours
Ashley T	150 min.	2.5 hours	80 hours
Colin T	150 min.	2.5 hours	80 hours
Seth R	200 min.	3.3 hours	105.6 hours
Adam N	175 min.	2.9 hours	93.3 hours
		Total	**1089 hours**

Evaluations and Re-Evaluations

A special education evaluation and re-evaluation typically averages approximately nine hours per student. The nine hours consist of evaluation planning/ meeting, testing, observations, gathering of student records, managing the outside agencies testing, report writing, and evaluation results meeting.

EOC will calculate this area, multiple the total number of evaluations and re-evaluations by 9 hours. For example: 5 evaluations and re-evaluations x 9 hours = 45 hours

Preparation Time

Preparation time (prep) is the allotted time agreed upon during hiring. This time may consist of, but not limited to: curriculum modification, grading, data collection, preparing materials for teachers or paraprofessional, developing methods of instruction, and researching assistive technology, adaptations, and interventions.

To calculate this area, multiply the amount of prep time by the contract days. For example: one hour of prep for 208 contracted days = 208 hours.

Other Due Process Requirements

This time may consist of, but not limited to: meetings for IEP's and periodic reviews, development and writing of the IEP, and the overall "paperwork" requirements. This time typically averages to about two hours per student.

To calculate this area, multiple the number of students on the teacher's caseload by two hours. For example: 12 students x 2 hours = 24 hours.

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Teacher workload will be determined using the following procedures:

1. First you must determine the total hours in a school year by looking at the advisor contracted days (208 days) and multiply that by the contracted hours per day (7.5 hours). For example 208 days x 7.5 hours per day = 1560 hours contracted per year.

Then add up "Areas to Determine Workload" as described above. For Example:

Direct/ Indirect Total	Evaluation/ Re-evaluation Total	Other Due Process Totals	**Total Minutes per week**	**Instructional Minutes per Week 1800**
710 min/week	90 min/week	60 min/week	**860 min/week**	**1800 min/week**
				0.48 + 16 =16.46

To calculate the workload, the total direct/indirect service minutes per week are added to the evaluation/re-evaluation and other due process totals per week. This total is then divided by the instructional minutes per week 1 full-time advisor (860/1800= workload ratio of 0.48 per teacher + number of files managed).

Note:

If the IEP team determines that a student is in need of a one to one paraprofessional, the direct and indirect minutes that the paraprofessional provides would not be included in this formula. The classroom/caseload ratio of students to teachers will remain at 1 advisor/1EA per every 17-21 students or a ratio of 1:9. The school will work to maintain this ratio.

If the student receives related services (OT, Speech, PT, social work etc.), and the direct and indirect minutes that the paraprofessional provides would not be included in this formula.

A charter school may have a combination of federal settings from level I to III. In such a case, the administrative team may use a combination of both models to determine the appropriate case/ workload for a special education teacher. Such exceptions will be documented.

Adopted: June 9, 2011 *MSBA/MASA Model Policy 714*
Orig. 2011

Revised: June 2017

701.1 FUND BALANCES

I. PURPOSE

The purpose of this policy is to create new fund balance classifications to allow for more useful fund balance reporting and for compliance with the reporting guidelines specified in Statement No. 54 of the Governmental Accounting Standards Board (GASB).

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with GASB Statement No. 54. To the extent a specific conflict occurs between this policy and the provisions of GASB Statement No. 54, the GASB Statement shall prevail.

III. DEFINITIONS

A. "Assigned" fund balance amounts are comprised of unrestricted funds constrained by the school district's intent that they be used for specific purposes, but that do not meet the criteria to be classified as restricted or committed. In funds other than the general fund, the assigned fund balance represents the remaining amount that is not restricted or committed. The assigned fund balance category will cover the portion of a fund balance that reflects the school district's intended use of those resources. The action to assign a fund balance may be taken after the end of the fiscal year. An assigned fund balance cannot be a negative number.

B. "Committed" fund balance amounts are comprised of unrestricted funds used for specific purposes pursuant to constraints imposed by formal action of the school board and that remain binding unless removed by the school board by subsequent formal action. The formal action to commit a fund balance must occur prior to fiscal year end; however, the specific amounts actually committed can be determined in the subsequent fiscal year. A committed fund balance cannot be a negative number.

C. "Enabling legislation" means legislation that authorizes a school district to assess, levy, charge, or otherwise mandate payment of resources from external providers and includes a legally enforceable requirement that those resources be used only for the specific purposes listed in the legislation.

D. "Fund balance" means the arithmetic difference between the assets and liabilities reported in a school district fund.

E. "Nonspendable" fund balance amounts are comprised of funds that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. They include items that are inherently unspendable, such as, but not limited to, inventories, prepaid items, long-term receivables, non-financial assets held for resale, or the permanent principal of endowment funds.

F. "Restricted" fund balance amounts are comprised of funds that have legally enforceable constraints placed on their use that either are externally imposed by resource providers or creditors (such as through debt covenants), grantors, contributors, voters, or laws or regulations of other governments, or are imposed by law through constitutional provisions or enabling legislation.

G. "Unassigned" fund balance amounts are the residual amounts in the general fund not reported in any other classification. Unassigned amounts in the general fund are technically available for expenditure for any purpose. The general fund is the only fund that can report a positive unassigned fund balance. Other funds would report a negative unassigned fund balance should the total of nonspendable, restricted, and committed fund balances exceed the total net resources of that fund.

H. "Unrestricted" fund balance is the amount of fund balance left after determining both nonspendable and restricted net resources. This amount can be determined by adding the committed, assigned, and unassigned fund balances.

IV. CLASSIFICATION OF FUND BALANCES

The school district shall classify its fund balances in its various funds in one or more of the following five classifications: nonspendable, restricted, committed, assigned, and unassigned.

V. MINIMUM FUND BALANCE

The school district will strive to maintain a minimum unassigned general fund balance of 10-20 percent of the annual budget.

VI. ORDER OF RESOURCE USE

If resources from more than one fund balance classification could be spent, the school district will strive to spend resources from fund balance classifications in the following order (first to last): restricted, committed, assigned, and unassigned.

VII. COMMITTING FUND BALANCE

A majority vote of the school board is required to commit a fund balance to a specific purpose and subsequently to remove or change any constraint so adopted by the board.

VIII. ASSIGNING FUND BALANCE

The school board, by majority vote, may assign fund balances to be used for specific purposes when appropriate. The board also delegates the power to assign fund balances to the following: Catherine Diaz (Business Manager). Assignments so made shall be reported to the school board on a monthly basis, either separately or as part of ongoing reporting by the assigning party if other than the school board.

An appropriation of an existing fund balance to eliminate a projected budgetary deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues satisfies the criteria to be classified as an assignment of fund balance.

IX. REVIEW

The school board will conduct an annual review of the sufficiency of the minimum unassigned general fund balance level.

Legal References: Statement No. 54 of the Governmental Accounting Standards Board

Cross References: MSBA Service Manual, Chapter 7, Education Funding

EDVISIONS COOPERATIVE CONTRACT

THIS AGREEMENT is made and entered into effective as of **July 1, 2017** by and between **EdVisions Cooperative**, a Minnesota cooperative ("EdVisions") and **EdVisions Off Campus Charter School**, a Minnesota nonprofit corporation charter school. ("School").

WHEREAS, the school operates a public charter school located in Henderson, Minnesota designated Independent School District **# 4151**.

WHEREAS, the School desires to retain EdVisions to provide educational and management services to the School through a Teacher Professional Partnership (as such term is defined below), and EdVisions desires to provide such services on the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual conditions and promises as hereinafter set forth, the parties agree as follows:

ARTICLE I
DEFINITIONS:

1. **EdVisions Cooperative/EdVisions** – the legal entity defined above.
2. **School** – the legal entity defined above that is the charter school.
3. **Site** – the actual location of the School.
4. **Site Personnel Committee** – a committee at the School designated to make employment decisions and otherwise interact with the Staff at EdVisions Office.
5. **Personnel Team Lead(s)/Director** – the specific individual or individuals specifically identified by the School in a writing submitted to EdVisions during the Term of this Agreement.
6. **Staff at the Site** – the people employed by EdVisions and assigned to the School/Site.
7. **Staff at EdVisions Office** - the employees of EdVisions coordinating the functions of EdVisions Cooperative.
8. **Teacher Professional Partnership** - a group of educators contractually placed in the position of authority and given legal responsibility for fulfilling the vision and mission of the charter school.

ARTICLE II
RESPONSIBILITIES:

EdVisions and the School agree as follows:

1. The Staff at the Site are responsible for providing an educational environment and setting that will fulfill the vision and mission of the School in accordance with a Teacher Professional Partnership model. The Site Personnel Committee/Director will provide appropriate daily supervision to ensure the success of the School.
2. The Site Personnel Committee/Director will make employment recommendations to the Staff at EdVisions Office including employment terms, specifically, hiring, firing, setting salaries, wages or other compensation.
3. Staff at EdVisions Office will provide oversight for human resource (HR) management activities such as hiring, firing, evaluation, crisis intervention, personnel

issues, and labor law compliance for Staff at the Site and assist with all aspects of employee management (the "Human Resource Management Services"). The Staff at EdVisions Office will deliver these Human Resource Management Services by working directly with the Site Personnel Committee or site-based management team through HR Training days, email, phone communications and site visits as needed.
4. EdVisions will be the employer of the Staff at the Site.
5. EdVisions will provide payroll service, manage fringe benefits, workers' compensation, unemployment compensation, teachers' and employees' retirement, social security and professional liability insurance for the Staff at the Site.

The School hereby agrees that the Staff at the Site will provide educational services to students enrolled in the School and curriculum development pursuant to the terms and conditions contained herein, and in conformance with normal professional standards and specifically to:

Fulfill the mission and vision set forth in the school's charter.

In exercising the above responsibilities, EdVisions at all times reserves the right of direction and control of the Staff at the Site and has the right to hire, reassign and fire any of the employees that comprise the Staff at the Site for any action or activity of employee related to the services set forth above. EdVisions will consider recommendations of the School and/or the Site Personnel Committee/Director regarding hiring and firing, but final legal authority remains with EdVisions.

ARTICLE III
LIMITATION AND EXTENT OF AUTHORITY.

The School grants the Staff at the Site authority and autonomy for school-level operations such as:

1. Developing Learning program
2. Providing General Day to Day management of the school, including but not limited to:
    a. Purchasing
    b. Facility Management
    c. Transportation
    d. Food Service
3. Creating Schedules
4. Determining School Level Policy
5. Determining Teacher Work Hours
6. Selecting Colleagues
7. Choosing School Leaders
8. Arranging Professional Development
9. Evaluating Colleagues
10. Providing input regarding termination/transfer of colleagues
11. Developing the Budget
12. Determining Compensation
13. Setting Staff Pattern(s)
14. Determining Assessments

The School and EdVisions acknowledge that this grant of authority by the School to the Staff at the Site is meant to clarify that even though the Staff at the Site are employees of EdVisions per

the terms of this Agreement, the Staff at the Site has the authority to bind the School on the above matters.

The School retains the authority to:

1. Maintain the Mission and Vision of the School
2. Approve the Budget of the School
3. Enter into contracts on behalf of the School, including this EdVisions Contract
4. Approve and enter into Lease Agreements for facilities for the School
5. Evaluate and assess effectiveness of the above responsibilities

This Agreement does not grant EdVisions any authority or right, express or implied, to assume or create any obligation or responsibility on behalf of the School or to bind the School in any manner outside of the terms listed above. In addition, this Agreement does not grant the School any authority or right, expressed or implied to assume or create any obligation or responsibility on behalf of EdVisions.

ARTICLE IV
TERMS AND TERMINATION:

1. The duration of this Agreement shall be from **July 1, 2017,** the effective date of this agreement, through June 30, 2018 unless otherwise terminated pursuant to the terms and conditions contained herein.
2. This Agreement may be terminated prior to June 30, 2018 by mutual written consent of the School and EdVisions.
3. The School and EdVisions shall begin negotiations for the next contract within sixty (60) days prior to expiration of this Agreement. The current contract will remain in effect until a new contract is adopted or the current contract is terminated by mutual consent of the School and EdVisions.

ARTICLE V
PAYMENTS:

1. The School shall pay EdVisions the amount necessary to cover the wages/salaries/benefits that may arise as a result of employment of the Staff at the Site plus a 2% administrative fee on all such amount remitted. Schools in the first three years of operations will pay an additional startup fee that will be an additional 1.5% year 1, 1% year 2 and 0.5% year 3. The monthly payment amount shall be based on actual costs for the month.
2. Additional charges may occur based upon the provision of additional services or changes in costs of services.
3. EdVisions will invoice the School prior to the monthly payroll and the School will provide payment for the invoiced amount by the date stated on the invoice each month. Payment must be received by EdVisions no later than the 15th of each month. Three late payments will result in a 10% surcharge on subsequent billings that will accumulate to build a one (1) month prepay on account for the School to cover possible future late payments.
4. Any other costs incurred by a School will be billed to the Site. This may include but not be limited to corrections for: TRA, worker's compensation, unemployment insurance, professional liability insurance; specific legal fees; and excessive HR issues.

ARTICLE VI
INSURANCE:

The School agrees to secure and maintain in full force and effect during the term of this Agreement $2,000,000 general liability insurance coverage. The insurance policy shall include EdVisions as a named insured. The School agrees to provide EdVisions with evidence of such insurance.

ARTICLE VII
MISCELLANEOUS PROVISIONS:

1. **Entire Agreement.** This Agreement shall supersede all prior agreements and understandings, both written and oral, between parties hereto with respect to the subject matter hereof, and no party shall be liable or bound to the other in any manner by any warranties or representations not set forth herein.
2. **Successor or Assigns.** This Agreement may not be assigned by either party.
3. **Notices.** All notices, requests and demands provided for in this Agreement shall be delivered to:

   If to EdVisions:

   EdVisions Cooperative
   P.O. Box 183
   111 S. Meridian Street
   Belle Plaine, Minnesota 56011

   If to the School:

   EdVisions Off Campus Charter School
   501 Main Street
   Henderson, Minnesota 56044

4. **Modification or Waiver.** Any of the terms or conditions of this Agreement shall be waived, modified or amended only by mutual written consent of the parties. Such waiver, modification or amendment shall not constitute a continuing waiver, modification or amendment in future agreements.

5. **Governing Law.** The parties hereby agree that this Agreement shall be construed, enforced and governed by the laws of the State of Minnesota.

EDVISIONS COOPERATIVE	**EdVisions Off Campus**
_____	_____
BY: Kevin Fitton, President	BY: _____, Board Chair
DATE: _____	DATE: _____

Designs for Learning Services, 2017-2018
CONTRACT FOR SPECIAL EDUCATION SERVICES

This contract (hereinafter referred to as "Agreement") is entered into on _____, 2017, between EDVISIONS OFF CAMPUS, located at 305 Main Street, Henderson MN 56044, (referred to as "EDVISIONS OFF CAMPUS") and Designs for Learning, 2233 University Ave W, Ste 450, St. Paul, MN 55114 (referred to as "DL").

RECITALS

1. EDVISIONS OFF CAMPUS is a Minnesota non-profit corporation duly authorized and empowered by a Charter Agreement with the Minnesota Department of Education to form and operate a results-oriented Charter School under Minnesota Statutes Section 124D.10 - 124D.11.
2. DL is an educational consulting firm.
3. EDVISIONS OFF CAMPUS's Board of Directors has authorized the school to enter into a contract for services to be provided by DL.
4. DL is willing to provide services for EDVISIONS OFF CAMPUS commencing on July 1, 2017, subject to the terms of this Agreement and pursuant to the laws of the State of Minnesota.

IN CONSIDERATION OF THE RECIPROCAL PROMISES AND AGREEMENTS OF THE PARTIES, EACH AGREEING TO BE LEGALLY BOUND THEREBY, THEY HEREBY AGREE AS FOLLOWS:

SECTION I

The terms and services to be performed under this Agreement by DL and accepted by EDVISIONS OFF CAMPUS's board are listed below and described in Attachments to this Agreement.

1. Comprehensive Special Education Services		
a. Special Education Director Service (50 Hours)		**$ 7,500**
b. Special Education & Related Services		**Hourly**
	Total	**$ 7,500**

SECTION II

EDVISIONS OFF CAMPUS 's Board of Directors hereby retains full authority over and responsibility for its students and the program. DL will communicate with EDVISIONS OFF CAMPUS on a regular basis with regard to subjects of mutual concern.

SECTION III

A. Either party may terminate immediately or not renew this Agreement upon any of the following grounds:
   1. Loss of the school's charter;
   2. For violation of federal, state and local laws, rules or regulations;
   3. Withholding information necessary for DL to perform its services;
   4. Willful violation of any of the terms and conditions in this agreement by either party.

B. Either party may terminate this Agreement for any other cause, upon 90 days notice in writing. During this 90 day period, DL will continue to provide applicable services in a

timely manner and keep school finance, accounting, and personnel systems up to date. After this 90 day period, DL will transfer all school files, documents, and records in its possession to EDVISIONS OFF CAMPUS.

SECTION IV

A. With the exception of claims arising under Section IV D of this Agreement, any controversy or claim arising out of or relating to this contract, or the breach thereof, at the insistence of either party, shall be settled by arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof, unless parties agree mutually on another non-court dispute resolution process. Any claims arising under Section IV D may be instituted by DL in a District Court of the State of Minnesota.
B. This Agreement may only be modified in writing, signed by both parties.
C. Because DL and EDVISIONS OFF CAMPUS can be named in lawsuits brought by parents, EDVISIONS OFF CAMPUS employees, former employees, sponsors, and others, with regard to alleged personal injuries arising from acts of negligence by DL or EDVISIONS OFF CAMPUS employees, each shall add the other as additional insured on their own comprehensive general liability insurance policies. Each shall keep said insurance in full force and effect for the duration of this Agreement. Each party agrees to indemnify and hold the other harmless from any damages arising from acts of their own directors, officers, employees and agents. Nothing herein shall be deemed to provide either party with insurance coverage arising from any failure of or claimed non- or mis-performance of either under contracts between them.
D. EDVISIONS OFF CAMPUS understands and acknowledges that DL is in the business of providing highly skilled individuals to provide services for charter schools and to serve in responsible positions at charter schools, and that hiring those individuals away from DL would undermine DL's business and cause significant and irreparable injury to DL. EDVISIONS OFF CAMPUS therefore agrees that it will not accept any services similar to those which are provided or offered to it by DL from any individual that has rendered services to EDVISIONS OFF CAMPUS on behalf of DL for a period of one year following the termination of the individual's services to EDVISIONS OFF CAMPUS, and that it will not employ or attempt to employ or solicit for employment, any individual that has rendered services to EDVISIONS OFF CAMPUS on behalf of DL, while that individual is providing services on behalf of DL pursuant to this Agreement and for a period of one year following the termination of the individual's services to EDVISIONS OFF CAMPUS. EDVISIONS OFF CAMPUS agrees that in the event that it breaches this Section IV D, DL shall be entitled to injunctive relief restraining EDVISIONS OFF CAMPUS from employing or contracting with the individual or any business employing or contracting with the individual. EDVISIONS OFF CAMPUS further agrees that DL shall be entitled to recover damages suffered as a result of any breach of this Section IV D, together with DL's reasonable attorneys' fees and litigation costs.
E. In the event that a Court determines that any portion of Section IV D is not enforceable, the legality of the remaining portions shall not in any way be affected, and the Court shall enforce Section IV D to the extent that it is reasonable if it determines that any portion is invalid or unenforceable as drafted.

This Agreement shall terminate on June 30, 2018, unless terminated earlier as provided above or by mutual consent of the parties.

IN WITNESS WHEREOF, THE PARTIES EXECUTE THIS AGREEMENT AT ST. PAUL, MINNESOTA, THE DAY AND YEAR FIRST ABOVE WRITTEN.

EDVISIONS OFF CAMPUS	**Designs for Learning**
	
By_____	By_____
Its_____	Its_____ President & COO _____

Attachment 1
Comprehensive Special Education Service

1. Special Education Director Service (50 Hours) $ 7,500
2. Special Education & Related Services Hourly

> The school board in every district shall employ, either singly or cooperatively, a director of special education to be responsible for program development, coordination, and evaluation; in-service training; and general special education supervision and administration in the district's total special education system. Cooperative employment of a director may be through a host district, joint powers Agreement, or a service cooperative. A director may not be assigned direct instructional duties.
>
> Minn. R. 3525.2405

Special Education Administration

1) Special education supervision and administration in the district's total special education system

A Minnesota Licensed Director of Special Education, in conjunction with the school's designated director/superintendent, will sign and assure compliance of the MDE's TSES Application for Special Education Funds and Statement of Assurances.

General oversight activities include the following:

- Provide special education and administrative consultation for the organization in problem solving special education and related issues, and over-all management of the special education programs.
- Provide consultation for required state and federal reporting (child count, Electronic Data Reporting System (EDRS), alternative assessments, tuition billing, TSES Application and Statement of Assurances, and SERVs).
- Advise the District in correct use of state and federal special education funds.
- Provide consultation regarding mandated policies as they relate to students with disabilities who receive specialized services.

2) Program development, coordination, and evaluation

General oversight activities include the following.

- Advise School Director regarding programming and services for students with disabilities
- Review with school staff program practices, procedures, and services related to due process, TSES requirements, updates of state and federal laws, rules, and regulations
- Review/Provide assistance with instructional practices, materials, technology, and equipment
- Assist with due process forms and /website system
- Participate in IEP, evaluation summary, child study, manifestation determination and other due process meetings, upon request
- Review child find, pre-referral intervention, and in-take procedures
- Conduct regularly scheduled site visits
- Provide support for special education fiscal reviews

3) In-service training

- Provide due process training
- Provide advice in the use of SpEd Forms and other online IEP management programs
- Provide basic fiscal special education information and procedural recommendations
- General education and special education teacher and paraprofessional training

The Client shall:

1. **Abide by all legal mandates as defined in the Individuals with Disabilities Education Improvement Act, and MN. R. 3525**
2. Provide an atmosphere that is conducive to learning and shall meet the needs of the students' special needs.
3. Make all applications and Grant Requests to MDE to secure funds through SERVS and be at least "Substantially Approved" to allow State and Federal funding to be used accordingly. Payments for services to Designs for Learning based upon the hourly, monthly or yearly rates, as negotiated, will be due once the School has reached the "Substantially Approved" status or October 31 for services starting July 1. After this time, all payments will need to be made within 30 days so that student services are not disrupted or lost.
4. The School Director or other lead staff person will be accessible for communication
5. Be responsive to requests for information pertinent to the special education program and services
6. Building administration will assume the responsibility for searching, interviewing and hiring special education and related services providers required to meet the needs outlined in any student's IEP in a timely manner.
7. A building administrator will attend IEP and Evaluation Summary meetings involving on going levels of program and provision of resources including obligating staff, space and fiscal expenditures.

Additional Hours (separate from the base fee) for:

- In-depth consultation of necessary special education systems and procedures for new staff and current staff, for such processes as: child find, student study, child count, Electronic Data Reporting System (EDRS), alternative assessments, tuition billing, TSES Application and Statement of Assurances, and SERVs.
- Assist in communication with the MDE regarding special education fiscal monitoring visits, compliance and assistance due process monitoring visits, Corrective Action Plans (CAPs), responding to directives, and development of a Minnesota Continuous Improvement and Monitoring Process.
- Assist with parent and family meetings to resolve disagreements
- Assist with formal complaints and dispute resolution process
- Provide capacity building to the District in correct use of state and federal special education funds
- Assist with issue resolution in the area of staffing and contracted services
- Provide teaching strategies training and Paraprofessional Trainings

Additional Service Fees:

Additional Special Ed Director or Special Ed Coordinator hours over the pre-agreed base fee will be billed monthly at an hourly rate until the end of the contract year. If this occurs, the assigned SpEd Director may limit the amount of hours given to the minimum required. Or, another set of block hours can be purchased at the below rates.

Director of SpEd	**20 Hours**	**$3,000**
SpEd Coordinator	**20 Hours**	**$2,300**
Director of SpEd	**30 Hours**	**$3,800**
SpEd Coordinator	**30 Hours**	**$3,450**
Director of SpEd	**40 Hours**	**$6,000**
SpEd Coordinator	**40 Hours**	**$4,600**
Director of SpEd	**50 Hours**	**$7,500**
SpEd Coordinator	**50 Hours**	**$5,750**

Indirect and Related Services based on availability (separate from the base fee):

Fee: $95 per hour based on professional staff utilized

- Available Service Fields are: School Psychology, Special Education Coordinator, Due Process Consultant, Temporary Special Education Teacher, Autism Spectrum Disorder, Developmental Cognitive Disabilities, Developmentally Delayed, Emotional/Behavioral Disorder, Specific Learning Disability, Transition and Work Based Learning Services, Teacher of the Physically Impaired, DAPE, Blind & Visually Impaired, Occupational Therapy, Speech Language Therapy, and School Social Work.
    - To meet the needs of students with disabilities, as defined under the Individuals with Disabilities Education Act, and to provide Direct and Related Services, assessment planning, evaluation and the provision of consultation services, as deemed necessary by the child find process and documented in students' individual education plans (IEPs).
    - The services provided are necessary for the students to make progress on IEP goals and the general education curriculum. The District shall provide an atmosphere that is conducive to learning and shall meet the needs of the students' special physical, sensory and emotional needs, and MDE Monitoring & Compliance Standards. The Contractor will submit billing on a monthly basis or upon the completion of each assessment/consultation services.
- Services provided by Designs for Learning which are provided in General Education under the School Support services are:
    - Literacy Services: A Service Provider is available to provide teachers, paraprofessionals and support staff with training and coaching in the Orton Gillingham style of reading and writing instruction.
    - English Language Learner Services

The Contractors are duly qualified to perform these services and hold appropriate licensure by the Board of Teaching, the Commissioner of MDE, or the Department of Human Services for the necessary service which they provide. Furthermore, a copy of the licensure or appropriate board certification for each person who will be providing services will be submitted to the District.
The parties agree to the following:

1. The Contractor shall provide a licensed Director of Special Education and/or Special Education Coordinator and additional Service Provider as agreed upon to meet the objectives stated above.
2. The Contractor shall provide services as defined in the Individuals with Disabilities Education Improvement Act, and MN. R. 3525.2405
3. The Director of Special Education will provide oversight to assure that instruction, curriculum, related services, supplemental aids, shall be essentially equivalent to the general education program.
4. The Contractor will submit billings for the base fee, due on or before July 1 and will submit any additional billing on a monthly basis. Billings will reflect service hours and the name of the professional providing the service for related services.
5. The Director of Special Education shall be responsible for the oversight of the contracted services contained within the Agreement.
6. The District shall provide all documentation and data required so that the contractor can meet all State and Federal deadlines and requirements in a timely manner.
7. The District agrees to abide by all legal mandates as defined in the Individuals with Disabilities Education Improvement Act, and MN. R. 3525.

Third Party Billing Hourly (separate from the base fee):
Fee: $95 per hour for up to 100 hours

Minnesota law requires all public schools to seek payment from third parties, including both public and private health plans, for health related services provided to children who receive special education services through an Individualized Education Program (IEP).

Designs for Learning will assist in training school staff on Third Party Billing laws and systems. Once the systems are set up, DL staff may train school staff on the processes of submitting acceptable invoices for reimbursement through the Third-Party Billing System through the Department of Human Services.

Additional Terms

- Most services will be billed on a prorated monthly basis, unless otherwise stated. Additional services requested by the board and approved by DL will be billed on a monthly basis as incurred.
- Travel time to and from the DL office to provide on-site service is billable at the appropriate service offering rate, but we will make every effort to maximize value of all the time billed.
- Additional support that might require travel is billed at the current IRS approved mileage rates and lodging expenses approved in advance by both parties.
- Invoices not paid within 30 days will be subject to late fees. Outstanding balances are charged at 1% per month, minimum of $15.
- We recommend that the director of the school, the president of the school's board, and the President of DL (or their designees) meet two or three times to review the quality of currently delivered services and report their findings to the full board.

			FY2018 Revenue =>	$	(1,238,028)	Coop %					Total Students		105																				
			FY2018 Expenses =>	$	1,240,515	2.00%					K-6 Students		0	K-6																			
			Difference (Negative is good) =>	$	2,487						7-12 Students		105	7-12																			
Payroll Summary FY2018				Annual		1,750.00		Total				General Ed			Special Ed			Administrative			Admin Assistance			Busine								
	Students		Grades	Salary/Wages		With Possible Qcom		Benefits		Total		%		Total	%		Total	%		Total	%		Total	%								
Bluma, Megan	15		7-12	$	53,510.23	$	54,997.90	$	16,381	$	71,379	98%	$	69,629		$	-		$	-		$	-									
Diaz, Catherine	9		7-12	$	70,200.00	$	71,687.67	$	19,324	$	91,011	48%	$	43,756		$	-	35%	$	31,854		$	-	15%								
Dobosenski, Jody	0		7-12	$	32,989.20	$	34,476.87	$	11,900	$	46,377	13%	$	5,838		$	-		$	-		$	-									
Dobosenski, Gigi	9		7-12	$	71,012.50	$	72,500.17	$	19,467	$	91,967	48%	$	44,234		$	-	35%	$	32,189		$	-	15%								
Lepper, Chris	15		7-12	$	55,897.25	$	57,384.92	$	16,802	$	74,186	98%	$	72,436		$	-		$	-		$	-									
Locke, Karen	0		7-12	$	38,710.67	$	40,198.34	$	13,771	$	53,969	0%	$	-	97%	$	52,219		$	-		$	-									
Mayer, Tessa	0		7-12	$	29,452.00	$	30,939.67	$	12,138	$	43,078	46%	$	19,789		$	-		$	-		$	-									
McLean, Merrissa	15		7-12	$	44,666.45	$	46,154.12	$	14,821	$	60,975	97%	$	59,225		$	-		$	-		$	-									
Mockros, Jessica	15		7-12	$	41,483.75	$	42,971.42	$	14,260	$	57,231	97%	$	55,481		$	-		$	-		$	-									
Monson Geerts, Patty	15		7-12	$	50,236.18	$	51,723.85	$	15,803	$	67,527	97%	$	65,777		$	-		$	-		$	-									
Motzko, Mike	0		7-12	$	62,262.65	$	63,750.32	$	17,924	$	81,674	0%	$	-	98%	$	79,924		$	-		$	-									
Raynard, Lill	0		7-12	$	51,918.88	$	53,406.55	$	16,100	$	69,507	0%	$	-	97%	$	67,757		$	-		$	-									
Schmidt, Larry	12		7-12	$	61,997.43	$	63,485.10	$	17,877	$	81,362	98%	$	79,612		$	-		$	-		$	-									
para	0		7-12	$	16,650.00	$	18,137.67	$	8,520	$	26,658	0%	$	-		$	-		$	-		$	-									
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				$	680,987.19	$	701,814.50			$	935,241		$	515,778		$	199,900		$	64,042		$	-									
										$	935,241																				
										$	-																				

FY2018 Revenue =>	$ (1,238,028)
FY2018 Expenses =>	$ 1,240,515
Difference (Negative is good) =>	$ 2,487

Payroll Summary FY2018			Annual	ss		Special Ed Paras		Gen Ed Para Qcomp		Title I Paras		CEIS Paras		Qcomp		Fed Sped Para	
	Students	Grades	Salary/Wages		Total	%	Total	%	Total	%	Total	%	Total	%	Total	%	Total
Bluma, Megan	15	7-12	$ 53,510.23	$	-		$ -		$ -		$ -		$ -	2%	$ 1,750		$ -
Diaz, Catherine	9	7-12	$ 70,200.00	$	13,652		$ -		$ -		$ -		$ -	2%	$ 1,750		$ -
Dobosenski, Jody	0	7-12	$ 32,989.20	$	-	50%	$ 23,188	4%	$ 1,750		$ -	8%	$ 3,600		$ -	26%	$ 12,000
Dobosenski, Gigi	9	7-12	$ 71,012.50	$	13,795		$ -		$ -		$ -		$ -	2%	$ 1,750		$ -
Lepper, Chris	15	7-12	$ 55,897.25	$	-		$ -		$ -		$ -		$ -	2%	$ 1,750		$ -
Locke, Karen	0	7-12	$ 38,710.67	$	-		$ -		$ -		$ -		$ -	3%	$ 1,750		$ -
Mayer, Tessa	0	7-12	$ 29,452.00	$	-	50%	$ 21,539	4%	$ 1,750		$ -		$ -		$ -		$ -
McLean, Merrissa	15	7-12	$ 44,666.45	$	-		$ -		$ -		$ -		$ -	3%	$ 1,750		$ -
Mockros, Jessica	15	7-12	$ 41,483.75	$	-		$ -		$ -		$ -		$ -	3%	$ 1,750		$ -
Monson Geerts, Patty	15	7-12	$ 50,236.18	$	-		$ -		$ -		$ -		$ -	3%	$ 1,750		$ -
Motzko, Mike	0	7-12	$ 62,262.65	$	-		$ -		$ -		$ -		$ -	2%	$ 1,750		$ -
Raynard, Lill	0	7-12	$ 51,918.88	$	-		$ -		$ -		$ -		$ -	3%	$ 1,750		$ -
Schmidt, Larry	12	7-12	$ 61,997.43	$	-		$ -		$ -		$ -		$ -	2%	$ 1,750		$ -
para	0	7-12	$ 16,650.00	$	-	93%	$ 24,908	7%	$ 1,750		$ -		$ -		$ -		$ -
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	0	7-12	$ -	$	-		$ -		$ -		$ -		$ -		$ -		$ -
Finance Fee to EdVisions				$	18,338		$ -		$ -		$ -		$ -		$ -		$ -
			$ 680,987.19	$	45,785		$ 69,635		$ 5,250		$ -		$ 3,600		$ 19,250		$ 12,000

FY2018 Revenue =>	$	(1,238,028)
FY2018 Expenses =>	$	1,240,515
Difference (Negative is good) =>	$	2,487

Payroll Summary FY2018	Students	Grades	Annual Salary/Wages	Building Maintenance %	Building Maintenance Total	REAP Staff %	REAP Staff Total	Imp I Grant Admin %	Imp I Grant Admin Total	%	Total	%	Total	%	Total	%
Bluma, Megan	15	7-12	$ 53,510.23		$ -		$ -		$ -		$ -		$ -		$ -	
Diaz, Catherine	9	7-12	$ 70,200.00		$ -		$ -		$ -		$ -		$ -		$ -	
Dobosenski, Jody	0	7-12	$ 32,989.20		$ -		$ -		$ -		$ -		$ -		$ -	
Dobosenski, Gigi	9	7-12	$ 71,012.50		$ -		$ -		$ -		$ -		$ -		$ -	
Lepper, Chris	15	7-12	$ 55,897.25		$ -		$ -		$ -		$ -		$ -		$ -	
Locke, Karen	0	7-12	$ 38,710.67		$ -		$ -		$ -		$ -		$ -		$ -	
Mayer, Tessa	0	7-12	$ 29,452.00		$ -		$ -		$ -		$ -		$ -		$ -	
McLean, Merrissa	15	7-12	$ 44,666.45		$ -		$ -		$ -		$ -		$ -		$ -	
Mockros, Jessica	15	7-12	$ 41,483.75		$ -		$ -		$ -		$ -		$ -		$ -	
Monson Geerts, Patty	15	7-12	$ 50,236.18		$ -		$ -		$ -		$ -		$ -		$ -	
Motzko, Mike	0	7-12	$ 62,262.65		$ -		$ -		$ -		$ -		$ -		$ -	
Raynard, Lill	0	7-12	$ 51,918.88		$ -		$ -		$ -		$ -		$ -		$ -	
Schmidt, Larry	12	7-12	$ 61,997.43		$ -		$ -		$ -		$ -		$ -		$ -	
para	0	7-12	$ 16,650.00		$ -		$ -		$ -		$ -		$ -		$ -	
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	0	7-12	$ -		$ -		$ -		$ -		$ -		$ -		$ -	
Finance Fee to EdVisions					$ -		$ -		$ -		$ -		$ -		$ -	
			$ 680,987.19		$ -		$ -		$ -		$ -		$ -		$ -	

FY2018 Revenue =>	$	(1,238,028)
FY2018 Expenses =>	$	1,240,515
Difference (Negative is good) =>	$	2,487

Payroll Summary FY2018	Students	Grades	Annual Salary/Wages	Total	%	Total	%	Total
Bluma, Megan	15	7-12	$ 53,510.23	$ -		$ -		$ -
Diaz, Catherine	9	7-12	$ 70,200.00	$ -		$ -		$ -
Dobosenski, Jody	0	7-12	$ 32,989.20	$ -		$ -		$ -
Dobosenski, Gigi	9	7-12	$ 71,012.50	$ -		$ -		$ -
Lepper, Chris	15	7-12	$ 55,897.25	$ -		$ -		$ -
Locke, Karen	0	7-12	$ 38,710.67	$ -		$ -		$ -
Mayer, Tessa	0	7-12	$ 29,452.00	$ -		$ -		$ -
McLean, Merrissa	15	7-12	$ 44,666.45	$ -		$ -		$ -
Mockros, Jessica	15	7-12	$ 41,483.75	$ -		$ -		$ -
Monson Geerts, Patty	15	7-12	$ 50,236.18	$ -		$ -		$ -
Motzko, Mike	0	7-12	$ 62,262.65	$ -		$ -		$ -
Raynard, Lill	0	7-12	$ 51,918.88	$ -		$ -		$ -
Schmidt, Larry	12	7-12	$ 61,997.43	$ -		$ -		$ -
para	0	7-12	$ 16,650.00	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
	0	7-12	$ -	$ -		$ -		$ -
Finance Fee to EdVisions				$ -		$ -		$ -
			$ 680,987.19	$ -		$ -		$ -

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	$287.68		
	Voucher #:	5268	Invoice		Invoice No: 4/12/17	4/12/2017		Paid Amt:	$287.68
								Check Amount:	$287.68
4151	BOA		1343		Myfax			CC	
				E 01	010 211 000 000 320	fax	$20.00		
	Voucher #:	5269	Invoice		Invoice No: 4/12/17	4/12/2017		Paid Amt:	$20.00
								Check Amount:	$20.00
4151	BOA		1354		Parking			CC	
				E 01	010 211 000 000 366	parking	$6.00		
	Voucher #:	5270	Invoice		Invoice No: 4/12/17	4/12/2017		Paid Amt:	$6.00
								Check Amount:	$6.00
4151	BOA		1372		Apple			CC	
				E 01	010 211 000 000 456	fix computer hard drive - MB	$173.17		
	Voucher #:	5276	Invoice		Invoice No: 4/12/17	4/12/2017		Paid Amt:	$173.17
								Check Amount:	$173.17
4151	BOA		1375		GoDaddy			CC	
				E 01	010 211 000 000 401	web domain	$15.56		
	Voucher #:	5279	Invoice		Invoice No: 4/12/17	4/12/2017		Paid Amt:	$15.56
								Check Amount:	$15.56
4151	BOA		1459		Hyatt Fishermans Wharf			CC	
				E 01	010 211 000 000 369	San Francisco hotel	$9,180.52		
	Voucher #:	5277	Invoice		Invoice No: 4/12/17	4/12/2017		Paid Amt:	$9,180.52
								Check Amount:	$9,180.52
4151	BOA		1481		Cheap Skate			CC	
				E 01	010 211 000 733 366	fieldtrip 4	$143.00		
	Voucher #:	5271	Invoice		Invoice No: 4/12/17	4/12/2017		Paid Amt:	$143.00
								Check Amount:	$143.00
4151	BOA		1482		Art As You Like It			CC	
				E 01	010 211 000 733 366	fieldtrip 4	$111.25		
	Voucher #:	5272	Invoice		Invoice No: 4/12/17	4/12/2017		Paid Amt:	$111.25
								Check Amount:	$111.25
4151	BOA		1483		San Francisco			CC	
				E 01	010 211 000 000 369	bus cards, muir woods, first aid, parking, ids	$4,870.16		
	Voucher #:	5278	Invoice		Invoice No: 4/12/17	4/12/2017		Paid Amt:	$4,870.16
								Check Amount:	$4,870.16
4151	CB	4445	1164		Bluma, Megan			Check	
				E 01	010 640 000 000 366	mileage: St Paul-conversation day	$12.31		

Co	Bank	Check No	Code	Rcd	Vendor							Pmt/Void Date		Pmt Type	
4151	**CB**	**4445**	**1164**		**Bluma, Megan**									**Check**	
				E	01	010	211	000	733	366	mileage: Minneapolis-first aid		$6.42		
				E	01	010	211	000	000	366	mileage: Minneapolis-computer		$9.63		
				E	01	010	211	000	000	366	mileage: Minneapolis-computer		$3.21		
				E	01	010	211	000	733	366	mileage: Eagan-San Fran		$18.19		
				E	01	010	211	400	000	369	San Francisco (food, shuttle)		$113.19		
				E	01	010	211	000	311	320	internet/phone		$70.00		
	Voucher #:	**5264**	Invoice		**Invoice No:** 4/4/17							**4/7/2017**		**Paid Amt:**	**$232.95**
														Check Amount:	**$232.95**
4151	**CB**	**4446**	**1452**		**Designs for Learning**									**Check**	
				E	01	010	403	000	419	303	eval - SG		$118.75		
				E	01	010	420	000	419	401	sped workshop training		$110.00		
	Voucher #:	**5266**	Invoice		**Invoice No:** 11341							**4/7/2017**		**Paid Amt:**	**$228.75**
														Check Amount:	**$228.75**
4151	**CB**	**4447**	**1024**		**Diaz, Cathy**									**Check**	
				E	01	010	640	000	000	366	mileage: Woodbury-staff mtg		$21.40		
				E	01	010	211	000	000	366	mileage: Stacy-conf		$56.18		
				E	01	010	211	000	733	366	mileage: Coon Rapids-fieldtrip		$49.22		
				E	01	010	211	000	000	366	mileage: Ham Lake-checks		$46.01		
				E	01	010	211	000	000	366	mileage: Minneapolis-WI mtg		$32.10		
				E	01	010	211	000	000	366	mileage: Mankato-testing		$117.70		
				E	01	010	211	000	000	366	mileage: Fairmont-testing		$184.58		
				E	01	010	211	000	000	366	testing lunch		$23.00		
				E	01	010	211	000	311	320	internet/phone		$140.00		
	Voucher #:	**5260**	Invoice		**Invoice No:** 4/6/17							**4/7/2017**		**Paid Amt:**	**$670.19**
														Check Amount:	**$670.19**
4151	**CB**	**4448**	**1033**		**Dobosenski, Regina**									**Check**	
				E	01	010	211	000	000	366	mileage: Mankato-computer		$12.84		
				E	01	010	211	000	000	366	mileage: Mora-mtg		$153.01		
				E	01	010	420	000	419	366	mileage: St Paul -sped visit		$79.18		
				E	01	005	110	000	000	366	mileage: St Paul-IQS mtg		$85.60		
				E	01	010	211	000	311	320	internet/phone		$70.00		
	Voucher #:	**5261**	Invoice		**Invoice No:** 4/6/17							**4/7/2017**		**Paid Amt:**	**$400.63**
														Check Amount:	**$400.63**
4151	**CB**	**4449**	**1003**		**EdVisions Cooperative**									**Check**	
				E	01	010	211	000	000	306	gen ed		$42,479.76		
				E	01	010	407	000	740	306	sped		$22,715.82		
				E	01	005	105	000	000	306	admin		$5,195.56		

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date		Pmt Type	
4151	CB	4449	1003		EdVisions Cooperative			Check	
				E 01	005 110 000 000 306	business	$3,679.03		
	Voucher #:	5267	Invoice		Invoice No: 4/7/17	4/7/2017		Paid Amt:	$74,070.17
								Check Amount:	$74,070.17
4151	CB	4450	1277		Frontier			Check	
				E 01	010 211 000 000 320	phone	$48.12		
	Voucher #:	5256	Invoice		Invoice No: 4/17/17	4/7/2017		Paid Amt:	$48.12
								Check Amount:	$48.12
4151	CB	4451	1318		Innovative Quality Schools			Check	
				E 01	010 211 000 000 820	authorizer	$3,139.67		
	Voucher #:	5259	Invoice		Invoice No: Q3 2017	4/7/2017		Paid Amt:	$3,139.67
								Check Amount:	$3,139.67
4151	CB	4452	1020		Kroehler, Keven			Check	
				E 01	005 110 000 000 305	finance consulting	$988.14		
	Voucher #:	5257	Invoice		Invoice No: 1047	4/7/2017		Paid Amt:	$988.14
								Check Amount:	$988.14
4151	CB	4453	1135		Lepper, Chris			Check	
				E 01	010 640 000 000 366	mileage: St Paul-conversation day	$21.40		
				E 01	010 211 000 000 366	mileage: Brooklyn Park-computer	$74.37		
				E 01	010 211 000 000 366	mileage: Woodbury-testing	$68.48		
				E 01	010 211 000 311 320	internet/phone	$70.00		
	Voucher #:	5262	Invoice		Invoice No: 4/6/17	4/7/2017		Paid Amt:	$234.25
								Check Amount:	$234.25
4151	CB	4454	1311		Mayer, Tessa			Check	
				E 01	010 211 000 311 320	internet/phone	$70.00		
	Voucher #:	5253	Invoice		Invoice No: 3/23/17	4/7/2017		Paid Amt:	$70.00
								Check Amount:	$70.00
4151	CB	4455	1273		Oja, Charlotte			Check	
				E 01	010 211 000 733 366	mileage: Superior-fieldtrip	$104.86		
				E 01	010 211 000 733 366	mileage: Duluth- fieldtrip	$101.65		
				E 01	010 211 000 311 320	internet (Dec, Jan, Feb)	$260.28		
	Voucher #:	5263	Invoice		Invoice No: 3/23/17	4/7/2017		Paid Amt:	$466.79
								Check Amount:	$466.79
4151	CB	4456	1155		Progressive Business Publicati			Check	
				E 01	010 640 000 000 401	Legal Updates - subscription	$148.96		
	Voucher #:	5265	Invoice		Invoice No: A230659504	4/7/2017		Paid Amt:	$148.96
								Check Amount:	$148.96

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date		Pmt Type	
4151	CB	4457	1252		Raynard, Lill			Check	
				E 01	010 420 000 419 366	mileage: Minneapolis-San Fran	$288.37		
				E 01	010 211 000 311 320	internet/phone	$70.00		
	Voucher #:	5258	Invoice		Invoice No: 4/3/17	4/7/2017		Paid Amt:	$358.37
								Check Amount:	$358.37
4151	CB	4458	1293		SpeechPartners			Check	
				E 01	010 401 000 740 373	speech therapy	$297.00		
	Voucher #:	5255	Invoice		Invoice No: 3/26/17	4/7/2017		Paid Amt:	$297.00
								Check Amount:	$297.00
4151	CB	4459	1197		Verizon Wireless			Check	
				E 01	010 211 000 311 320	internet	$700.19		
	Voucher #:	5254	Invoice		Invoice No: 9781736137	4/7/2017		Paid Amt:	$700.19
								Check Amount:	$700.19
4151	CB	4460	1126		Bank of America			Check	
				B 01	101 001	credit card	$14,807.34		
	Voucher #:	5280	Invoice		Invoice No: 4/12/17	4/14/2017		Paid Amt:	$14,807.34
								Check Amount:	$14,807.34
4151	CB	4461	1005		EdVisions, Inc.			Check	
				E 01	010 640 000 335 401	Hope Survey	$364.00		
	Voucher #:	5273	Invoice		Invoice No: 6036	4/14/2017		Paid Amt:	$364.00
								Check Amount:	$364.00
4151	CB	4462	1084		Motzko, Michael			Check	
				E 01	010 211 000 000 366	mileage: Ham Lake-checks	$23.54		
				E 01	010 420 000 419 366	mileage: airport-San Fran	$23.01		
				E 01	010 420 000 419 366	mileage: home-San Fran	$23.54		
				E 01	010 420 000 419 366	mileage: St Cloud-testing	$84.53		
				E 01	010 420 000 419 366	mileage: Willmar-testing	$147.66		
				E 01	010 211 400 000 369	food San Fran	$381.07		
				E 01	010 211 400 000 369	parking San Fran	$73.04		
				E 01	010 211 000 000 366	testing snacks	$12.47		
				E 01	010 211 000 311 320	internet/phone	$70.00		
	Voucher #:	5283	Invoice		Invoice No: 4/6/17	4/14/2017		Paid Amt:	$838.86
								Check Amount:	$838.86
4151	CB	4463	1242		Mueller, Jaymie			Check	
				E 01	010 404 000 419 361	contract San Francisco trip	$550.00		
	Voucher #:	5281	Invoice		Invoice No: 4/12/17	4/14/2017		Paid Amt:	$550.00
								Check Amount:	$550.00

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

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4151	CB	4464	1435		Project Foundry		Check
				E 01	010 211 000 000 430 Course Code Report	$850.00	
	Voucher #:	5274	Invoice		Invoice No: 11159	4/14/2017	Paid Amt: $850.00
							Check Amount: $850.00
4151	CB	4465	1018		Region V Computer Services		Check
				E 01	005 110 000 000 316 smart finance	$856.00	
	Voucher #:	5282	Invoice		Invoice No: 11163	4/14/2017	Paid Amt: $856.00
							Check Amount: $856.00
4151	CB	4466	1293		SpeechPartners		Check
				E 01	010 401 000 740 373 speech therapy	$54.00	
	Voucher #:	5275	Invoice		Invoice No: 4/9/17	4/14/2017	Paid Amt: $54.00
							Check Amount: $54.00
							Report Total: $115,181.72