

*Our mission is to inspire and prepare all students with the confidence, courage, and competence to achieve their dreams; contribute to community; and engage in a lifetime of learning.*

## Agenda

### Agenda Items

#### **Call to Order and Roll Call**

1. Pledge of Allegiance
2. Additions to Agenda
3. Acceptance of Agenda
4. Audience Opportunity to Address the School Board
5. Superintendent's Report - Susan Hintz
6. School Board Reports
7. Mission Forward Update - Mike Looby
8. Special Recognition 3
9. Consent Agenda
  - A. Approval of the minutes of the regular meeting of January 26, 2010 5
  - B. Ratified Accounts Payable dated February 2, 2010 12
  - C. Personnel 17
  - D. Student Trip 19
  - E. Approval: Resolution Supporting Grant Request by Independent School District 279 from the Minnesota State High School League Foundation 20
  - F. Contract for Services 21  
This is an agreement between Hennepin County and ISD 279 - Osseo Area Schools. ISD 279 - Osseo Area Schools shall implement and be paid for the Statewide Health Improvement Program (SHIP) school intervention initiative. The total cost of this agreement shall not exceed \$96,487.

*To accommodate individuals with disabilities, this material will be made available in alternative formats such as large print, Braille or cassette tape upon request. If you need auxiliary aides or services in order to participate in or attend a district activity, call your local school or the school district at least seventy- two (72) hours in advance (two-week notice preferred). Members of the public can view and download School Board meeting notices and regular meeting agendas and materials from the district Web site, [www.district279.org](http://www.district279.org) , under "About Us → School Board."*

## 10. Action Items

A. Gifts to the District totaling \$34,649.54

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## 11. Informational Items

### A. Announcements

1. Meet the Candidate, Wednesday, February 10, 2010, 8:00 AM, Maple Grove Government Center, Emergency Operations Room (lower level)
2. Meet the Candidate, Thursday, February 11, 2010, 7:00 PM, Board Room, Educational Service Center
3. District 279 Foundation's 10th Annual: A Night Out, Saturday, February, 13, 2010, Rush Creek Golf Course.
4. Special School Board Meeting for the purpose of interviewing the Superintendent candidate, Tuesday, February 16, 2010, 7:00 PM, Board Room, Educational Service Center. Open to the Public.
5. School Board Work Session, Tuesday, February 23, 2010, 6:00 PM, Forum Room, Educational Service Center. Open to the Public.
6. Regular School Board Meeting, Tuesday, February, 23, 2010, 8:00 PM, Board Room, Educational Service Center. Open to the Public.

## 12. Adjournment

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## Association of School Business Officials International

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Reston, VA 20190-4200

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[www.asbointl.org](http://www.asbointl.org)

January 21, 2010

Kelly A. Benusa, CPA, RSBO  
Director of Business Services  
ISD No. 279, Osseo Area Schools  
11200 93rd Avenue North  
Maple Grove, MN 55369

Dear Ms. Benusa:

**Congratulations!** On behalf of the Association of School Business Officials (ASBO) International, I am pleased to inform you that Independent School District 279 – Osseo Area Schools has received ASBO's Certificate of Excellence in Financial Reporting Award for fiscal year end June 30, 2009. This award represents a very significant achievement and reflects your commitment to the highest standards of school system financial reporting.

The Certificate of Excellence Review Panel has provided the enclosed comments regarding your report. **It is important to keep these comments for the preparation of your fiscal year end 2010 Comprehensive Annual Financial Report.** For the most current application materials for the program visit ASBO's website at [www.asbointl.org](http://www.asbointl.org).

Please feel free to use the enclosed sample press release for publicity purposes. Your engraved Certificate of Excellence Award plaque and certificate will be forwarded to you in approximately 6-8 weeks. Congratulations to you and the members of your staff who worked so hard to earn the Certificate of Excellence in Financial Reporting Award.

Sincerely,

John D. Musso  
Executive Director

Enclosures

**ASSOCIATION OF SCHOOL BUSINESS OFFICIALS  
INTERNATIONAL**



This Certificate of Excellence in Financial Reporting is presented to

**INDEPENDENT SCHOOL DISTRICT 279 – OSSEO AREA SCHOOLS**

**For its Comprehensive Annual Financial Report (CAFR)**

For the Fiscal Year Ended June 30, 2009

Upon recommendation of the Association's Panel of Review which has judged that the Report substantially conforms to principles and standards of ASBO's Certificate of Excellence Program

*Eric Green*

President

*John D. Muzzo*

Executive Director

Minutes of the Regular Meeting  
Independent School District 279 School Board  
January 26, 2010

CALL TO ORDER	A regular meeting of the Independent School District 279 School Board was held on Tuesday, January 26, 2010, in the Board Room at the Educational Service Center. Chairperson Nelson called the meeting to order at 8:00 p.m.
ROLL CALL	The following members were present: Board members Tammie Epley, Lin Myszkowski, Dean Henke, John Nelson, Laura Cottingham, Kim Green, and Superintendent Susan Hintz.
PLEDGE OF ALLEGIANCE	The Pledge of Allegiance was recited, led by Kim Green.
ACCEPTANCE OF AGENDA	<p>Motion by Nelson, seconded by Cottingham, to accept the printed agenda.</p> <p>The motion carried unanimously.</p>
AUDIENCE OPPORTUNITY TO ADDRESS THE SCHOOL BOARD	The following community members addressed the Board during Audience Opportunity to Address the Board: Collette Guyott-Hempel, Harriette Krasnoff; and Teresa Lunt.
SUPT. REPORT	<p>The superintendent stated that <i>our mission is to inspire and prepare all students to achieve their dreams, contribute to community, and engage in a lifetime of learning</i>; these accomplishments are evidence that our students are achieving this mission. With assistance from Cabinet members Superintendent Hintz shared some “points of pride” that showcase some of the achievements that have taken place in our District 279 school community.</p> <p><b>Achieving Dreams</b> 2009 Park Center High School graduate Ashlee Kephart was one of only 20 Americans—and the only Minnesota teenager--chosen to help carry the Olympic Torch on its way to Vancouver. Ashlee was nominated through the Cola Cola “Living Positively” program, which recognizes individuals who model positive leadership, volunteerism, and commitment to community.</p>

SUPT.  
REPORT

### **Commitment to Community**

Many students across our system are engaging in fundraising and volunteer projects to help earthquake victims in Haiti:

- Two schools are partnering with Feed My Starving Children to help meet the needs of disaster victims in Haiti. Sixth-graders at Zanewood Community School will pack meals in early February, and the Student Council at Rush Creek Elementary has designated March 15 –19 to raise money to help Feed My Starving Children meet the country’s basic food needs;
- Joni Sutton’s French class at Maple Grove Junior High is collecting money for the Red Cross to help aid disaster victims;
- Maple Grove Senior High is taking a multi-pronged approach to fundraising during their Sno-Daze celebration February 1-6:
- In exchange for online donations made at a special web site, [hairdyingforHaiti.org](http://hairdyingforHaiti.org), students will dye their hair wild and crazy colors, showcasing their creativity at a student assembly on February 5;
- A benefit concert will also take place on February 5 featuring three different Maple Grove student bands or groups;
- Tee-shirts are for sale with all proceeds benefitting Haiti disaster relief;
- And, in a remarkable gesture of generosity, an anonymous donor has agreed to match ALL funds raised.

North View Junior High students participated in the “Mother Bear” service learning project, which provides teddy bears for children with HIVV/AIDS in emerging nations. Students volunteered their time to help stuff the bears and add a signature fleece scarf to each one, similar to the scarves they made for children in Guatemala last month.

Elm Creek Kidstop hosted a donut/coffee/hot chocolate sale on January 20 and raised more than \$200 for the KS95 Change for Kids campaign, which benefits the Children’s Cancer Research Fund and Gillette Children’s Specialty Healthcare.

During Zanewood’s Multicultural Night in November, the sixth-grade boys’ leadership team collected 129 pounds of food for the Emergency Foodshelf Network.

### **Lifelong Learning**

IB students at North View Junior High participated in a live videoconference with Holocaust survivor Gerda Weissmann Klein on January 14. North View was the only school in our state selected to participate in the videoconference, during which students heard a first-hand account of what it was like to be a prisoner at Auschwitz. Student participants gained invaluable life lessons about hope, thanksgiving, perseverance, and giving back.

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REPORT

The acclaimed Minnesota choral group, VocalEssence, is a regular partner with Birch Grove Elementary School for the Arts, and most recently collaborated with the school as part of a national initiative to celebrate the contributions of African-Americans and to learn about our shared heritage through studies of the arts. Patricia Brown, an artist with VocalEssence's WITNESS project, taught students a folk song from Ghana. The Birch Grove students will also attend a VocalEssence WITNESS Young People's Concert at the Ordway in mid-February.

As part of their character and culture studies, Kidstop students at Zanewood Community School focused on the themes of peace and justice by participating in a peace march on January 22. Leading up to the project, students observed Dr. Martin Luther King, Jr.'s birthday and studied the devastation in Haiti, compiling relevant quotes and writing poetry about peace. During the march, children circled the halls carrying signs promoting peace and sharing good wishes and kind words with everyone they passed.

Zanewood sixth-graders visited the University of Minnesota in November to participate in the Kids Connect program, designed to engage community youth in university life and foster an interest in higher education. This opportunity helps students gain the confidence and courage to pursue their academic goals and career aspirations.

**Mission-driven employees**

Palmer Lake Elementary Principal Tommy Watson is featured on the University of Minnesota's home page, describing his life story of overcoming obstacles in order to find success. The U of M web feature also includes an audio clip of students singing the Palmer Lake school song.

Congratulations to Barbara Rose, fourth-grade teacher at Birch Grove Elementary School for the Arts, who illustrated a recently published children's book called The Adventures of Sandora about a stick figure that comes to life. The book was written by Alice Goertzen, the mother of Mrs. Rose's best friend, and Sandora's adventures are based on stories from Mrs. Rose's childhood with Mrs. Goertzen's daughter.

**Student Confidence, Courage and Competence**

Nearly 400 students, parents and community members attended Zanewood's Multicultural Night on November 17. Attendees enjoyed multicultural food, visited booths hosted by community organizations, enjoyed entertainment by a Zanewood staff member, and visited the Media Center to sign up for a library card and receive a free Reading is Fundamental book. The evening also included a student talent show and a display of traditional clothing from many cultures, while members of the sixth-grade diversity team explained to the audience the significance of the clothing and where it is worn.

After winning the section True Team title, the Maple Grove boys' swim

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REPORT

team went on to win the True Team State Meet on January 23.

Congratulations to the Park Center Music Listening Team 1 for earning a spot at the state music composition contest in February. The team qualified by taking second place out of 18 teams at the regional competition. The winning team consists of seniors Annie Gabriel and Stephanie Morse-Noland, and junior Emily Notturmo.

Adam Mickelson, a junior at Park Center Senior High, has been accepted to the Summer Leaders Seminar at the United States Military Academy at West Point next summer. The week-long program of academic classes, military training, physical fitness and intramural athletics allows students to experience cadet life at West Point. Adam is one of only 1,000 high school juniors in the nation to attend the program in 2010.

Christian Thompson, Park Center senior, was recently named a Channel 12 Standout Student, recognizing his accomplishments in academics and extracurriculars. Christian is an honor roll student, president of the National Honor Society, and a member of the senior class cabinet and he participates on the math team and Mock Trial. Currently, he is preparing for the lead role in the spring musical, "The Pajama Game."

The Park Center Pirates girls' basketball team has joined forces with the American Cancer Society, National Association of Basketball Coaches, and the Minnesota Girls' Basketball Coaches Association in the fight against cancer. During their game against the Blaine Bengals, parents, fans and community members will have the opportunity to purchase a t-shirt or bracelet, with all proceeds benefitting colon cancer research and awareness. Donations will be accepted throughout the game, and all fans will receive a blue ribbon to commemorate the fight against colon cancer.

SCHOOL BOARD  
REPORTS

Director Myszkowski reported that she, Director Epley, and some district administrators attended the Blue Jean Ball at the Embassy Suites Hotel in Brooklyn Center. The "Blue Jean Ball" is an event that supports the Brooklyns Youth Council.

Director Green reported that she attended the Community Education Program Advisory Council (CEPAC) meeting. At this meeting Beth Carpenter, Gifted Education Coordinator, presented information on our district's gifted education program.

Director Epley reported that she and Director Green attended the Minnesota School Boards Association (MSBA) Leadership Conference that was held in Minneapolis. She shared that the workshops they attended were very informative.

Vice Chairperson Henke stated that he would like to see Advocating for PELRA Reform added to our district's Legislative Platform in the future.

SCHOOL BOARD REPORTS	Director Cottingham shared that she, and Directors Green, Epley, and Myszkowski attended our district's Legislative Breakfast at Maple Grove Junior High. She stated that seven of our legislators were in attendance.
MISSION FORWARD TASK FORCE UPDATE	<p>Mike Looby, Executive Director of Community Engagement, shared that the Mission Forward Task Force had its first meeting and that they will continue to meet twice a month. Mr. Looby stated that Mark Fournier and Linda Yang are co-chairs of this task force; he introduced Ms. Yang who gave an update of the meeting that was held on January 25, 2010.</p> <p>In her update, Ms. Yang stated that all of the task force members were in attendance at this meeting and they are still in the process of brainstorming the topics they would like to undertake.</p>
REMOVAL OF ITEMS FROM CONSENT AGENDA	Director Henke requested that item 8F <u>Approval: Bid by Lund Martin Construction Company, Inc. for controlled entry upgrades at eight schools (Birch Grove, Cedar Island, Fair Oaks, Palmer Lake, Arbor View, Edinbrook, Maple Grove Senior High, Osseo Senior High)</u> for further discussion.
CONSENT AGENDA	<p>Motion by Nelson, seconded by Myszkowski, to approve items in the Consent Agenda as amended.</p> <p><u>Approval of the minutes of the organizational meeting of January 12, 2010</u></p> <p><u>Approval of the minutes of the regular meeting of January 12, 2010</u></p> <p><u>Ratified Accounts Payable dated January 19, 2010</u></p> <p><u>Personnel</u></p> <p><u>Acceptance of the National School Lunch Equipment Stimulus in the amount of \$44,142 and authorize an expenditure and budget appropriation in the amount of \$44,142</u></p> <p><u>Surrogate Parent Appointments</u></p> <p><u>Student Trip</u></p> <p>The motion carried unanimously.</p>
ACTION ON ITEM(S) REMOVED FROM CONSENT AGENDA	<p>After a brief discussion, motion by Nelson, seconded by Myszkowski to approve the Bid by Lund Martin Construction Company, Inc. for controlled entry upgrades at eight schools (Birch Grove, Cedar Island, Fair Oaks, Palmer Lake, Arbor View, Edinbrook, Maple Grove Senior High, and Osseo Senior High).</p> <p>The motion passed on a 5-1 vote with Director Henke voting no.</p>

GIFTS TO THE DISTRICT	<p>Motion by Nelson, seconded by Epley, to approve the Gifts to the District totaling \$44,374.90.</p> <p>The motion carried unanimously.</p>
ADOPTION OF RESOLUTION ACCEPTING SUPERINTENDENT HINTZ’S RETIREMENT	<p>Motion by Nelson, seconded by Myszkowski, to approve the adoption of the resolution accepting Superintendent Hintz’s retirement.</p> <p>The motion carried unanimously.</p>
LEADERSHIP TRANSITION	<p>The Board had a discussion on how to go about hiring our superintendent’s successor. Dr. Kate Maguire, currently Assistant Superintendent of Leadership, Teaching and Learning, quickly emerged as the Board’s recommended candidate. Additional discussion revolved around a process for collecting community feedback.</p> <p>Chairperson John Nelson announced three “Meet the Candidate” sessions whose purpose is to provide community members an opportunity to meet and learn more about the Board’s candidate for superintendent. The sessions will be held as follows:</p> <ul style="list-style-type: none"> <li>• Saturday, February 6, noon to 1:30 p.m., Brooklyn Park City Hall Council Chambers, 5200 85th Avenue North, Brooklyn Park</li> <li>• Wednesday, February 10, 8-9:30 a.m., Maple Grove Government Center, Emergency Operations Center (lower level), 12800 Arbor Lakes Parkway N, Maple Grove</li> <li>• Thursday, February 11, 7-8:30 p.m. (recorded for later broadcast on Cable Channel 21), ISD 279 Educational Service Center, 11200 93rd Avenue North, Maple Grove</li> </ul> <p>At the sessions, Dr. Maguire will share information about her background, qualifications, her interest in the position, and answer questions from the audience. Participants will be invited to complete comment cards, providing feedback to the School Board prior to its final hiring decision.</p> <p>The Board’s decision to recommend Dr. Maguire is not a hiring decision; rather, she is presented as the Board’s recommended candidate. After considering community and staff feedback gathered through a variety of sources, the Board intends to take action on Dr. Maguire’s candidacy at its February 23 meeting.</p>
POLICY COMMITTEE REPORT	<p>Dr. Kate Maguire reported that the policy committee is in the process of updating the following policies which are being presented for first reading. The second and final reading of these policies will be</p>

POLICY COMMITTEE REPORT	<p>presented at the February 23, 2010 meeting.</p> <ul style="list-style-type: none"> <li>• Policy 705 - Investments (policy and procedure) - revision</li> <li>• Policy 924 - School Volunteers (policy only) - revision</li> </ul>
ANNOUNCEMENTS	<ol style="list-style-type: none"> <li>1. School Board Work Session, Wednesday, February 3, 2010, 6:00 p.m., Forum Room, Educational Service Center. Open to the Public.</li> <li>2. Negotiation Strategies Meeting, Tuesday, February 9, 2010, 6:00 p.m., Conference Room N10, Educational Service Center. Closed to the Public</li> <li>3. Regular School Board Meeting, Tuesday, February 9 2010, 8:00 p.m., Board Room, Educational Service Center. Open to the Public.</li> <li>4. District 279 Foundation's 10<sup>th</sup> Annual: A Night Out, Saturday, February 13, 2010, Rush Creek Golf Course.</li> </ol>
ADJOURNMENT	<p>At 9:53 p.m., motion by Henke, seconded by Green, to adjourn the meeting.</p> <p>The motion carried unanimously.</p>
	<hr style="width: 20%; margin-left: 0;"/> <p>Kim Green, Clerk</p>

Osseo ISD #279  
 CHECK REGISTER FOR BANK 01 - US BANK - Board  
 DATE RANGE: 02/02/10 - 02/02/10

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
01	595450	\$294.90	02/02/10	12617	12	2ND WIND EXERCISE EQUIPMENT	OUTSTANDING
01	595451	\$50.00	02/02/10	05189	1	A 1 ACRYLICS	OUTSTANDING
01	595452	\$355.59	02/02/10	00312	1	A 1 OUTDOOR POWER, INC	OUTSTANDING
01	595453	\$18.02	02/02/10	08377	11	ABILITATIONS	OUTSTANDING
01	595454	\$353.29	02/02/10	A2200	1	ABILITATIONS	OUTSTANDING
01	595455	\$1175.00	02/02/10	01752	1	ACCESSORY LINES FOR MUSIC SPECIALITIES	OUTSTANDING
01	595456	\$3253.21	02/02/10	A5021	1	ACTION RADIO & COMMUNICATIONS	OUTSTANDING
01	595457	\$3276.00	02/02/10	D6150	1	UNISSUED	I
01	595458	\$45.00	02/02/10	00017	1	AIRPORT & TOWN TAXI	OUTSTANDING
01	595459	\$418.24	02/02/10	15591	1	AM LIBRARY ASSN	OUTSTANDING
01	595460	\$1119.94	02/02/10	15591	12	AMAZON	OUTSTANDING
01	595461	\$25.95	02/02/10	00130	12	UNISSUED	I
01	595462	\$1320.00	02/02/10	05300	12	ANCHOR PAPER	OUTSTANDING
01	595463	\$25.95	02/02/10	02593	12	ASCD	OUTSTANDING
01	595464	\$1320.00	02/02/10	08889	1	AUDIOQUIP, INC	OUTSTANDING
01	595465	\$213.58	02/02/10	08889	1	BARNES & NOBLE, INC	OUTSTANDING
01	595466	\$310.85	02/02/10	05641	1	BATTERIES PLUS	OUTSTANDING
01	595467	\$224.00	02/02/10	12456	1	BENCHMARK EDUCATION CORPORATION	OUTSTANDING
01	595468	\$14492.03	02/02/10	08500	1	BERGIN FRUIT CO INC	OUTSTANDING
01	595469	\$76.38	02/02/10	09012	1	BOUND TO STAY BOUND	OUTSTANDING
01	595470	\$142.50	02/02/10	12428	1	BRIH DESIGN LLC	OUTSTANDING
01	595471	\$213.52	02/02/10	01287	1	BRODHEAD GARRETT	OUTSTANDING
01	595472	\$93.90	02/02/10	09213	10	CALLOWAY HOUSE, INC	OUTSTANDING
01	595473	\$468.00	02/02/10	02801	1	CARLSON, A C	OUTSTANDING
01	595474	\$171.83	02/02/10	00091	1	CAROLINA BIOL SUPPLY CO	OUTSTANDING
01	595475	\$21350.40	02/02/10	12481	1	CDW GOVERNMENT, INC	OUTSTANDING
01	595476	\$471.92	02/02/10	00532	11	CENGAGE LEARNING	OUTSTANDING
01	595477	\$15757.57	02/02/10	00270	1	CENTERPOINT ENERGY	OUTSTANDING
01	595478	\$185132.46	02/02/10	00580	1	CENTERPOINT ENERGY SERVICES, INC	OUTSTANDING
01	595479	\$134.72	02/02/10	00050	1	CHANNING BETE COMPANY	OUTSTANDING
01	595480	\$701.50	02/02/10	07272	1	CLARK PRODUCTS, INC.	OUTSTANDING
01	595481	\$79.00	02/02/10	18418	1	CONNECTOR RX INC	OUTSTANDING
01	595482	\$353.07	02/02/10	00142	1	CONTINENTAL CLAY CO	OUTSTANDING
01	595483	\$477.89	02/02/10	18435	1	CORPORATE CONNECTION	OUTSTANDING
01	595484	\$264.26	02/02/10	03282	1	COTTENS, INC	OUTSTANDING
01	595485	\$3519.00	02/02/10	06890	1	COTTON CO, R M	OUTSTANDING
01	595486	\$613.14	02/02/10	06823	1	CUTTER SALES, INC	OUTSTANDING
01	595487	\$92.16	02/02/10	00131	1	DEMCO, INC	OUTSTANDING
01	595488	\$3233.76	02/02/10	00085	1	DETEX CO, INC	OUTSTANDING
01	595489	\$581.06	02/02/10	05628	1	DISCOUNT SCHOOL SUPPLY	OUTSTANDING
01	595490	\$135.00	02/02/10	00636	1	DYNAMIC COMMUNICATIONS INC	OUTSTANDING
01	595491	\$349.15	02/02/10	02963	1	ECOLAB	OUTSTANDING
01	595492	\$500.85	02/02/10	05320	1	ED SUEA MUSIC PUBLISHING	OUTSTANDING
01	595493	\$239.88	02/02/10	17067	1	EDHELPER.COM	OUTSTANDING
01	595494	\$35.00	02/02/10	E9107	1	EDUTOPIA	OUTSTANDING
01	595495	\$41.67	02/02/10	13045	1	ELVIN SAFETY SUPPLY INC	OUTSTANDING
01	595496	\$408.08	02/02/10	15292	1	EN POINTE TECHNOLOGIES	OUTSTANDING
01	595497	\$214.00	02/02/10	07552	1	ETA CUISENAIRE	OUTSTANDING
01	595498	\$991.16	02/02/10	A0517	1	ETR ASSOCIATES	OUTSTANDING
01	595499	\$1666.67	02/02/10	E6848	1	EWALD CONSULTING	OUTSTANDING
01	595500	\$53.60	02/02/10	18439	1	FALK PAPER	OUTSTANDING
01	595501	\$57.54	02/02/10	17002	1	PASTENAL COMPANY	OUTSTANDING

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
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01	595503	\$32.49	02/02/10	05000	1	FLAGHOUSE, INC	OUTSTANDING
01	595504	\$433.11	02/02/10	06352	1	FLINN SCIENTIFIC INC	OUTSTANDING
01	595505	\$267.00	02/02/10	12568	1	FOOD SERVICE OF AMERICA	OUTSTANDING
01	595506	\$42.33	02/02/10	08858	1	GALE	OUTSTANDING
01	595507	\$280.50	02/02/10	15294	1	GCS SERVICE INC	OUTSTANDING
01	595508	\$236.00	02/02/10	09911	1	GENERAL PARTS LLC	OUTSTANDING
01	595509	\$218.90	02/02/10	18443	1	GETTING TO KNOW INC	OUTSTANDING
01	595510	\$721.16	02/02/10	00247	1	GLEN MILLS SCHOOLS	OUTSTANDING
01	595511	\$2750.03	02/02/10	00187	1	GOODIN CO	OUTSTANDING
01	595512	\$49.95	02/02/10	00188	1	GOPHER SPORT	OUTSTANDING
01	595513	\$1900.78	02/02/10	00190	1	GRAINGER, W W INC	OUTSTANDING
01	595514	\$2631.30	02/02/10	08395	1	GRAYBAR ELECTRIC CO	OUTSTANDING
01	595515	\$179.80	02/02/10	12997	1	GRIZZLY INDUSTRIAL	OUTSTANDING
01	595516	\$5048.80	02/02/10	00197	1	HALDEMAN HOMME INC	OUTSTANDING
01	595517	\$423.59	02/02/10	16540	1	HARTMAN PUBLISHING	OUTSTANDING
01	595518	\$125.40	02/02/10	09200	1	HAWTHORNE EDUCATIONAL SERVICES	OUTSTANDING
01	595519	\$438.14	02/02/10	15176	16	HEWLETT PACKARD	OUTSTANDING
01	595520	\$1389.99	02/02/10	15176	1	HEWLETT-PACKARD COMPANY	OUTSTANDING
01	595521	\$12533.84	02/02/10	07053	1	HILLYARD INC - MINNEAPOLIS	OUTSTANDING
01	595522	\$90.00	02/02/10	17133	1	HITESMAN & ASSOCIATES, PA	OUTSTANDING
01	595523	\$2638.76	02/02/10	00211	1	HM RECEIVABLES CO LLC	OUTSTANDING
01	595524	\$62.49	02/02/10	00377	1	HM RECEIVABLES CO LLC	OUTSTANDING
01	595525	\$4282.25	02/02/10	07120	10	HM RECEIVABLES CO LLC	OUTSTANDING
01	595526	\$287.24	02/02/10	07588	10	HM RECEIVABLES CO LLC	OUTSTANDING
01	595527	\$127.34	02/02/10	08712	1	HM RECEIVABLES CO LLC	OUTSTANDING
01	595528	\$268.40	02/02/10	16944	1	HORIZON COMMERCIAL POOL SUPPLY	OUTSTANDING
01	595529	\$153.95	02/02/10	07254	1	HUMAN RELATIONS	OUTSTANDING
01	595530	\$160.91	02/02/10	02507	1	HYDRAULIC SPECIALTY CO	OUTSTANDING
01	595531	\$2265.12	02/02/10	16881	1	IND SCHOOL DIST 8492	OUTSTANDING
01	595532	\$401.29	02/02/10	D9682	1	INNERLINK TECHNOLOGY	OUTSTANDING
01	595533	\$300916.44	02/02/10	A1613	1	INTERMEDIATE DISTRICT 287	OUTSTANDING
01	595534	\$5254.00	02/02/10	00233	1	KILLMER ELECTRIC CO INC	OUTSTANDING
01	595535	\$8582.11	02/02/10	00321	1	KILLMER ELECTRIC CO INC	OUTSTANDING
01	595536	\$2481.60	02/02/10	05318	1	KNUTSON FLYNN & DEANS	OUTSTANDING
01	595537	\$335.00	02/02/10	05253	1	KRUEGER INTERNATIONAL	OUTSTANDING
01	595538	\$532.09	02/02/10	06538	1	KRUGE-AIR INC	OUTSTANDING
01	595539	\$1053.47	02/02/10	01216	1	LAKESHORE LEARNING MATERIALS	OUTSTANDING
01	595540	\$2461.74	02/02/10	13128	1	LARSON, J H CO	OUTSTANDING
01	595541	\$2812.50	02/02/10	05693	1	LEARNING OPPORTUNITIES	OUTSTANDING
01	595542	\$600.24	02/02/10	00605	1	LETTERMEN SPORTS	OUTSTANDING
01	595543	\$180.35	02/02/10	07629	1	LIBRARY VIDEO CO	OUTSTANDING
01	595544	\$170.00	02/02/10	17663	1	LINGUI SYSTEMS, INC.	OUTSTANDING
01	595545	\$105.15	02/02/10	17205	1	LOCKER GUY	OUTSTANDING
01	595546	\$19896.25	02/02/10	17205	1	LUTHER BROOKDALE	OUTSTANDING
01	595547	\$5011.36	02/02/10	08509	1	M & L SMITH CO.	OUTSTANDING
01	595548	\$113.25	02/02/10	03001	1	MACKIN LIBRARY MEDIA	OUTSTANDING
01	595549	\$190.00	02/02/10	A0578	1	MAP OF THE MONTH	OUTSTANDING
01	595550	\$5477.44	02/02/10	05140	1	MATHCOUNTS FOUNDATION	OUTSTANDING
01	595551	\$219.00	02/02/10	E0917	1	MAVO SYSTEMS, INC	OUTSTANDING
01	595552	\$918.00	02/02/10	05767	1	MEDS-PDN	OUTSTANDING
01	595553	\$21.76	02/02/10	07513	1	MEEKER-WRIGHT SPECIAL ED #938	OUTSTANDING
01	595553	\$21.76	02/02/10	07513	1	MENARDS	OUTSTANDING

REPORT: CHECKREG 001 Bank 1 Check Register

Osseo ISD #279  
 CHECK REGISTER FOR BANK 01 - US BANK - Board  
 DATE RANGE: 02/02/10 - 02/02/10

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
01	595554	\$79.97	02/02/10	07513	10	MENARDS	OUTSTANDING
01	595555	\$157.61	02/02/10	07513	10	MENARDS	OUTSTANDING
01	595556	\$2666.10	02/02/10	02578	1	METRO ATHLETIC SUPPLY	OUTSTANDING
01	595557	\$22714.02	02/02/10	16836	1	METROPOLITAN TRANSPORTATION NETWORK, INC	OUTSTANDING
01	595558	\$133.80	02/02/10	00268	1	MIDWEST TECHNOLOGY PRODUCTS	OUTSTANDING
01	595559	\$117.79	02/02/10	01578	1	MINDWARE	OUTSTANDING
01	595560	\$2277.61	02/02/10	09559	1	MINVALCO INC	OUTSTANDING
01	595561	\$903.20	02/02/10	15866	1	MOORE MEDICAL CORPORATION	OUTSTANDING
01	595562	\$12.40	02/02/10	06571	1	MPLS OXYGEN CO	OUTSTANDING
01	595563	\$178.00	02/02/10	02871	1	NARDINI FIRE EQUIPMENT CO	OUTSTANDING
01	595564	\$860.00	02/02/10	00015	11	NATL SCHOOL BOARDS ASSOC	OUTSTANDING
01	595565	\$157.00	02/02/10	00015	12	NCS PEARSON INC	OUTSTANDING
01	595566	\$843.55	02/02/10	00475	10	NCS PEARSON INC	OUTSTANDING
01	595567	\$524.06	02/02/10	18022	1	NERBY MACHINE	OUTSTANDING
01	595568	\$217.56	02/02/10	00297	1	NORCOSTCO INC	OUTSTANDING
01	595569	\$55.77	02/02/10	04043	1	OFFICE DEPOT	OUTSTANDING
01	595570	\$164.28	02/02/10	08682	1	ORIENTAL TRADING CO INC	OUTSTANDING
01	595571	\$26.90	02/02/10	08513	1	PBS DISTRIBUTION LLC	OUTSTANDING
01	595572	\$248.79	02/02/10	18318	1	PC - DIAG., INC	OUTSTANDING
01	595573	\$114.43	02/02/10	03177	1	PCI EDUCATIONAL PUBLISHING	OUTSTANDING
01	595574	\$105.99	02/02/10	08106	1	PEPPER J W & SON, INC	OUTSTANDING
01	595575	\$150.00	02/02/10	00322	1	PETERSON, G C MACH CO INC	OUTSTANDING
01	595576	\$73.60	02/02/10	17220	1	PICTURE HANG SOLUTIONS	OUTSTANDING
01	595577	\$182.25	02/02/10	04031	1	PIONEER MIDWEST INC	OUTSTANDING
01	595578	\$226.44	02/02/10	12532	1	PIONEER MIDWEST, INC	OUTSTANDING
01	595579	\$261.00	02/02/10	00329	10	PITNEY BOWES	OUTSTANDING
01	595580	\$69.95	02/02/10	12439	1	PITSCO	OUTSTANDING
01	595581	\$1893.00	02/02/10	07715	11	PLAYPOWER LT FARMINGTON INC	OUTSTANDING
01	595582	\$379.20	02/02/10	15473	1	PLAYSCRIPTS.COM	OUTSTANDING
01	595583	\$30.48	02/02/10	17137	1	PPG ARCHITECTURAL FINISHES	OUTSTANDING
01	595584	\$11.15	02/02/10	07061	1	PRAXAIR DISTRIBUTION INC	OUTSTANDING
01	595585	\$655.60	02/02/10	05684	1	PREMIER AGENDAS INC	OUTSTANDING
01	595586	\$40.00	02/02/10	12518	1	PREMIUM WATERS, INC	OUTSTANDING
01	595587	\$3268.00	02/02/10	17767	1	PRINTWARE	OUTSTANDING
01	595588	\$137.50	02/02/10	07273	1	PRO ED	OUTSTANDING
01	595589	\$252.78	02/02/10	01505	1	PRUFROCK PRESS	OUTSTANDING
01	595590	\$729.50	02/02/10	05414	1	PSYCHOLOGICAL ASSESSMENT	OUTSTANDING
01	595591	\$55.55	02/02/10	18432	1	READING WAREHOUSE	OUTSTANDING
01	595592	\$5.95	02/02/10	03937	1	RECORDED BOOKS LLC	OUTSTANDING
01	595593	\$78.98	02/02/10	18425	1	RICHEL GROUP LLC	OUTSTANDING
01	595594	\$345.07	02/02/10	04446	1	RIO GRANDE	OUTSTANDING
01	595595	\$92123.00	02/02/10	D5287	12	RJ AHMANN COMPANY	OUTSTANDING
01	595596	\$4769.00	02/02/10	04087	1	ROGERS ATHLETIC COMPANY	OUTSTANDING
01	595597	\$650.85	02/02/10	01925	1	ROSEN PUBLISHING GROUP	OUTSTANDING
01	595598	\$973.20	02/02/10	16519	10	ROSEN PUBLISHING/POWER KIDS	OUTSTANDING
01	595599	\$194.67	02/02/10	08891	1	S & S WORLDWIDE	OUTSTANDING
01	595600	\$46.97	02/02/10	01018	1	SATCO SUPPLY	OUTSTANDING
01	595601	\$2306.50	02/02/10	00350	1	SCAN AIR FILTER SYSTEMS	OUTSTANDING
01	595602	\$779.24	02/02/10	04812	1	SCHOLASTIC INC	OUTSTANDING
01	595603	\$118.14	02/02/10	07851	1	SCHOLASTIC INC	OUTSTANDING
01	595604	\$182.23	02/02/10	07852	11	SCHOLASTIC, INC	OUTSTANDING
01	595605	\$37.18	02/02/10	00355	1	SCHOOL HEALTH CORP	OUTSTANDING

REPORT: CHECKREG 001 Bank 1 Check Register

Ossso ISD #279

CHECK REGISTER FOR BANK 01 - US BANK - Board

DATE RANGE: 02/02/10 - 02/02/10

CHECK STATUS

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
01	595606	\$24.94	02/02/10	03292	11	SCHOOL SPECIALTY	OUTSTANDING
01	595607	\$410.38	02/02/10	A2200	11	SCHOOL SPECIALTY	OUTSTANDING
01	595608	\$537.00	02/02/10	03863	1	SCOTT ELECTRIC	OUTSTANDING
01	595609	\$1742.75	02/02/10	05222	1	SEW EASY DESIGNS	OUTSTANDING
01	595610	\$23.10	02/02/10	18102	1	SHOES FOR CREWS	OUTSTANDING
01	595611	\$143.49	02/02/10	17744	1	SOEAL SYSTEMS	OUTSTANDING
01	595612	\$227.28	02/02/10	18428	1	SPECIAL NEEDS STORE	OUTSTANDING
01	595613	\$1019.97	02/02/10	03211	11	SPORT SUPPLY GROUP, INC	OUTSTANDING
01	595614	\$3720.00	02/02/10	05077	11	ST PAUL LINOLEUM & CARPET	OUTSTANDING
01	595615	\$29992.39	02/02/10	00345	11	STAPLES ADVANTAGE	OUTSTANDING
01	595616	\$145.66	02/02/10	12718	1	START BRIGHT CLEANERS	OUTSTANDING
01	595617	\$415.85	02/02/10	00565	1	STATE SUPPLY CO, INC	OUTSTANDING
01	595618	\$337.33	02/02/10	18130	1	STUDY ISLAND LLC	OUTSTANDING
01	595619	\$1260.00	02/02/10	D5941	1	SUCCESS FOR ALL	OUTSTANDING
01	595620	\$1108.55	02/02/10	07525	1	SUPER DUPER PUBLICATIONS	OUTSTANDING
01	595621	\$2609.88	02/02/10	15968	1	SYSTEM DESIGN ADVANTAGE	OUTSTANDING
01	595622	\$90.97	02/02/10	16999	1	TEACHER DIRECT	OUTSTANDING
01	595623	\$479.38	02/02/10	18332	1	TEACHER GEEK	OUTSTANDING
01	595624	\$320.54	02/02/10	16311	1	TEACHERS DISCOUNT	OUTSTANDING
01	595625	\$4734.00	02/02/10	06739	1	TESSMAN SEED, INC	OUTSTANDING
01	595626	\$322.20	02/02/10	12744	1	THERAPY SHOPPE	OUTSTANDING
01	595627	\$827.36	02/02/10	18436	1	THOUSAND HILLS CATTLE COMPANY	OUTSTANDING
01	595628	\$3698.00	02/02/10	07436	1	TIERNEY BROTHERS INC	OUTSTANDING
01	595629	\$265.50	02/02/10	00390	1	TOLL GAS & WELDING	OUTSTANDING
01	595630	\$96000.00	02/02/10	02314	1	TRANE PARTS CENTER	OUTSTANDING
01	595631	\$95.40	02/02/10	08388	1	TRETOP PUBLISHING	OUTSTANDING
01	595632	\$74.60	02/02/10	04405	1	TREND ENTERPRISES INC	OUTSTANDING
01	595633	\$267.04	02/02/10	00167	1	TRIARCO	OUTSTANDING
01	595634	\$3981.48	02/02/10	09503	1	TRIO SUPPLY CO	OUTSTANDING
01	595635	\$20731.30	02/02/10	04967	1	TROXELL COMMUNICATIONS	OUTSTANDING
01	595636	\$11731.15	02/02/10	08827	1	TWIN CITY OFFICE SUPPLY CO INC	OUTSTANDING
01	595637		02/02/10	08827	1	UNISSUED	OUTSTANDING
01	595638		02/02/10	08827	1	UNISSUED	OUTSTANDING
01	595639		02/02/10	08827	1	UNISSUED	OUTSTANDING
01	595640	\$18.45	02/02/10	18202	1	TWIRLYSEANDCREW.COM	OUTSTANDING
01	595641	\$7481.38	02/02/10	15341	1	UHL COMPANY	OUTSTANDING
01	595642	\$251.81	02/02/10	16162	1	ULINE	OUTSTANDING
01	595643	\$213.82	02/02/10	01403	1	UNIQUE SOFTWARE CORP	OUTSTANDING
01	595644	\$623.32	02/02/10	16430	1	UNITED REFRIGERATION	OUTSTANDING
01	595645	\$44.00	02/02/10	04888	1	VANDERBILT UNIV/FLORA MURRAY/PALS	OUTSTANDING
01	595646	\$987.69	02/02/10	D6911	10	VERIZON WIRELESS	OUTSTANDING
01	595647	\$1209.00	02/02/10	00967	1	VIKING SEWER & DRAIN	OUTSTANDING
01	595648	\$56.09	02/02/10	00409	1	VWR INTERNATIONAL	OUTSTANDING
01	595649	\$161.62	02/02/10	18390	1	WARDS NATL SCIENCE EST	OUTSTANDING
01	595650	\$166.00	02/02/10	02604	1	WATCH D.O.G.S.	OUTSTANDING
01	595651	\$640.00	02/02/10	E0964	13	WELLS FARGO BUSINESS CREDIT	OUTSTANDING
01	595652	\$259785.00	02/02/10	17047	10	WEST METRO EDUCATION PROGRAM	OUTSTANDING
01	595653	\$43.81	02/02/10	12989	1	WESTSIDE WHOLESALE TIRE & SUPPLY	OUTSTANDING
01	595654	\$892.75	02/02/10	07214	1	WIGEN CO	OUTSTANDING
01	595655	\$33139.68	02/02/10	16950	1	WILCOX PAPER CO	OUTSTANDING
01	595656	\$228.47	02/02/10	18403	1	WOODBURN PRESS LTD	OUTSTANDING
01	595657	\$28.30	02/02/10		1	WRITING C.L.A.W.INC	OUTSTANDING

REPORT: CHECKREG 001 Bank 1 Check Register Osseo ISD #279  
 CHECK REGISTER FOR BANK 01 - US BANK - Board  
 DATE RANGE: 02/02/10 - 02/02/10

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
01	595658	\$5180.55	02/02/10	00300	1	XCEL ENERGY	OUTSTANDING
01	595659	\$25004.45	02/02/10	00300	1	XCEL ENERGY	OUTSTANDING
01	595660	\$3175.00	02/02/10	18321	1	YFI TECHNOLOGIES	OUTSTANDING
TOTAL # OF ISSUED CHECKS:			206	TOTAL AMOUNT	1380263.32		
TOTAL # OF VOIDED CHECKS:			0	TOTAL AMOUNT	0.00		
TOTAL # OF UNISSUED CHECKS:			5				

## **Licensed Personnel**

### **Retirements**

- ADD 1. \*Kathleen Shish, Rice Lake, Library Media Specialist, full-time, employment date 8/23/73, effective 3/5/10

\*with special recognition for long-term service

### **Returning From Leave**

1. Sara King, Maple Grove Junior High, Reading, .8 FTE, effective 2/8/10

### **Leave of Absence**

1. Sheila Mayer, Palmer Lake, Grade 1, full-time, effective 1/29/10  
ADD 2. Sara Martinek, ECSE-WL, Speech Pathologist, full-time, effective 2/17/10  
ADD 3. Laura Rossum, Rush Creek, Phy Ed, full-time, effective 2/8/10

### **Employment**

1. Timothy Brown, ESC, Coordinator, Student Services, full-time, effective 2/22/10  
2. Ann Mummah, Palmer Lake, Grade 1, full-time, temporary, effective 1/29/10  
3. Alison Murphy, ECSE-WL, Speech Language Pathologist, .3 FTE, effective 2/2/10  
4. Maria Robertson, Brooklyn Junior High, English/Reading, full time, temporary, effective 2/2/10  
5. Leia Robideau, ECSE-WL, Speech Language Pathologist, .2 FTE, effective 2/1/10  
ADD 6. Donna Gerber, Rush Creek, Phy Ed, full-time, temporary, retired teacher, effective 2/8/10  
ADD 7. Ann Kern, ESC, Interim Director of Special Education, rehire, temporary, part-time, effective 2/1/10  
ADD 8. Sharon Meyerring, ESC, Interim Director of Special Education, rehire, temporary, part-time, effective 2/2/10  
ADD 9. Joel Swenson, Maple Grove Junior High, English, .8 FTE, temporary, effective 2/8/10

### **Contract Ending**

- ADD 1. Betty Reiman, Edinbrook, Grade 5, full-time, temporary, effective 2/5/10

## **Non-licensed Personnel**

### **Retirements**

ADD 1. \*Frank Palm, Elm Creek, Custodian, full-time, employment date 4/7/86, effective 3/31/10

\*with special recognition for long-term service

### **Resignation**

1. Lois Olson, Palmer Lake, RN, employment date 1/2/00, effective 3/26/10

ADD 2. Jesse Mongrue, Enrollment Center, Bi-Lingual Cultural Liaison, full-time, effective 2/4/10

### **Returning from Leaves**

1. Mary Baumgartner, Rush Creek Elementary, Special Ed ESP, part-time, effective 2/1/10

2. Michelle Urton, Rush Creek Elementary, Kidstop ESP, part-time, effective 2/1/10

### **Employment**

1. Julie Maccario, ECSE-FO, Special Ed ESP, part-time, effective 2/1/10

ADD 1. Charles Bosire, Osseo Senior High, Special Education ESP, part-time, effective 2/2/10

ADD 2. Michael Tieszen, Weaver Lake/Cedar Island Elementary, Kidstop ESP, part-time, effective 2/1/10

ADD 3. Emily Woolsey, Educational Service Center, Accountant, full-time, effective 2/22/10

### **Leaves of Absence**

1. Jakub Kuppe, Park Center Senior High, ESP, effective 1/25/10

ADD 2. Jessica Kasper, Rush Creek Elementary, Kidstop Instructor, full-time, effective 2/3/10

ADD 3. Mary Knewton, Palmer Lake Elementary, ELL ESP, part-time, effective 2/19/10

**DIVISION OF LEADERSHIP, TEACHING, AND LEARNING**  
**Osseo Area Schools**

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TO: Wendy Loberg

FR: Joan Bowman

DATE: January 22, 2010

**SUBJECT: APPROVAL OF PROPOSED EDUCATIONAL TRIP**

The following educational trip has been approved by the Division of Leadership, Teaching, and Learning and will be on the school board agenda for February 9, 2010.

<b>School</b>	MGS
<b>Sponsoring Organization</b>	National Honor Society
<b>Adult Advisor</b>	Sarah Goldman
<b>Destination</b>	Chicago, IL
<b>Departure Date</b>	2/19/10
<b>Return Date</b>	2/21/10
<b>Assistant Superintendent approved</b>	1/22/10
<b>Board approved</b>	Will be on the School Board agenda for February 9, 2010

c: Advisor – Sarah Goldman

## Resolution Supporting Grant Request by Independent School District 279 from the Minnesota State High School League Foundation

WHEREAS, ISD 279-Osseo Area Schools is a partner in good standing with the Minnesota State High School League Foundation.

WHEREAS, ISD 279-Osseo Area Schools activity programming goals are in alignment with those established by the Minnesota State High School League Foundation.

WHEREAS, several ISD 279-Osseo Area Schools' coaches have been trained in the "Coaches Clipboard" program for youth and high school basketball coaching to enhance their coaching skills.

THEREFORE, BE IT RESOLVED, that the School Board of ISD 279-Osseo Area Schools seeks support from the Minnesota State High School League Foundation in the form of a grant in the amount of \$2,000; to provide funding for the purpose of training ISD 279 coaches who have not received training in the "Coaches Clipboard" program or to provide for additional training by encouraging coaches to add certifications; in order to promote our students' knowledge of sportsmanship and fair competition as they participate in valuable extra-curricular activities within the ISD 279-Osseo Area Schools.

**PERSONAL/PROFESSIONAL SERVICE AGREEMENT**

This Agreement is between the COUNTY OF HENNEPIN, STATE OF MINNESOTA, (the "COUNTY") A-2300 Government Center, Minneapolis, Minnesota 55487, on behalf of the Hennepin County Human Services and Public Health Department, ("DEPARTMENT") and **Osseo Area Schools, Independent School District No. 279 acting through its Human Resources Department**, a Hennepin County, Minnesota school district, 11200 93<sup>rd</sup> Avenue North, Maple Grove, Minnesota 55369, ("CONTRACTOR").

The parties agree as follows:

1. TERM AND COST OF THE AGREEMENT

CONTRACTOR agrees to furnish services to the COUNTY commencing March 1, 2010 and terminating June 30, 2011, unless terminated earlier in accordance with the Default and Cancellation provisions of this Agreement.

CONTRACTOR shall be paid according to the Project Budget, as more fully described in Exhibit A, attached and incorporated by this reference. The total cost of this Agreement, including all reimbursable expenses, shall not exceed Ninety-Six-Thousand-Four-Hundred-Eighty-Seven Dollars (\$96,487.00).

2. SERVICES TO BE PROVIDED

CONTRACTOR shall implement the Statewide Health Improvement Program (SHIP) school intervention initiatives, as more fully described in Exhibit A, attached and incorporated by this reference.

3. PAYMENT FOR SERVICES

Payment for services shall be made directly to CONTRACTOR after completion of the services upon the presentation of a claim as provided by law governing the COUNTY's payment of claims and/or invoices. CONTRACTOR shall submit monthly invoices for services rendered on forms which may be furnished by the COUNTY. Payment shall be made within Forty-Five (45) days from receipt of the invoice.

4. PROFESSIONAL CREDENTIALS

INTENTIONALLY OMITTED

5. INDEPENDENT CONTRACTOR

CONTRACTOR shall select the means, method, and manner of performing the services. Nothing is intended or should be construed as creating or establishing the relationship of co-partners between the parties or as constituting CONTRACTOR as the agent, representative, or employee of the COUNTY for any purpose. CONTRACTOR is and shall remain an independent contractor for all services performed under this Agreement. CONTRACTOR shall secure at its own expense all personnel required in performing services under this Agreement. Any personnel of CONTRACTOR or other persons while engaged in the performance of any work or services required by CONTRACTOR will have no contractual relationship with the COUNTY and will not be considered employees of the COUNTY. The COUNTY shall not be responsible for any claims that arise out of employment or alleged employment under the Minnesota Economic Security Law or the Workers' Compensation Act of the State of Minnesota on behalf of any personnel, including, without limitation, claims of discrimination against CONTRACTOR, its officers, agents, contractors, or employees. CONTRACTOR shall defend, indemnify, and hold harmless the

COUNTY, its officials, officers, agents, volunteers, and employees from all such claims irrespective of any determination of any pertinent tribunal, agency, board, commission, or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind from the COUNTY, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Re-employment Compensation, disability, severance pay, and retirement benefits.

6. NON-DISCRIMINATION AND AFFIRMATIVE ACTION

- A. In accordance with the COUNTY's policies against discrimination, CONTRACTOR agrees that it shall not exclude any person from full employment rights nor prohibit participation in or the benefits of, any program, service or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status, or national origin. No person who is protected by applicable Federal or State laws against discrimination shall be subjected to discrimination.
- B. In accordance with Hennepin County Board Resolution, if this Agreement is for a sum over \$100,000 or is one of several current contracts with CONTRACTOR totaling more than \$100,000 or is amended to exceed \$100,000, then CONTRACTOR agrees to abide by the COUNTY's Non-discrimination and Affirmative Action requirements for COUNTY contractors including, but not limited to, the following:

(B1) Affirmative Action Plan. CONTRACTOR shall:

- (i) develop an Affirmative Action Plan within thirty (30) days after contract execution and submit the Initial Workforce Reports (CC399), pursuant to B2 below, to the Hennepin County Purchasing/Contract Services Division (P/CS); or
- (ii) submit evidence of a current approved Affirmative Action Plan (AAP) from another governmental jurisdiction, as approved by P/CS, and submit an Annual Workforce Report (CC400) (the Initial Workforce Report is not required), pursuant to B2 below, to P/CS; or
- (iii) be granted an exemption for one of the following reasons:
  - 1. Contract is for emergency or life safety related purchases;
  - 2. CONTRACTOR has no facilities and has no more than one product/sales representative operating in Hennepin County;
  - 3. CONTRACTOR had an average of thirty (30) or fewer full-time/benefit-earning employees during the twelve (12) months preceding the submission of the bid, request for proposal or execution of contract;
  - 4. Pursuant to Hennepin County Board policy, the County Administrator or designee granted an exemption.

CONTRACTOR shall keep the AAP current and available for review by the COUNTY during the term of this Agreement and any extensions. CONTRACTOR agrees that COUNTY has the right to visit CONTRACTOR's site(s) for the purpose of determining compliance with these requirements. AAPs must include the following elements:

- 1. EEO Policy Statement;
- 2. Identification of a person responsible for EEO Coordination;
- 3. Harassment policy statement;
- 4. Initial Workforce Analysis (Form CC399);
- 5. Identification of the specific steps CONTRACTOR will take to achieve or maintain a diverse workforce and ensure non-discrimination;

6. List of recruitment sources; and
7. A plan for dissemination of CONTRACTOR's AAP and policy.

(B2) Workforce Reports. CONTRACTOR shall:

(i) submit an Initial Workforce Analysis (Form 399) to P/CS within five (5) business days after contract execution. CONTRACTOR's Initial Workforce Analysis shall be based on the following criteria:

1. If CONTRACTOR is located *within* the local Standard Metropolitan Statistical Area (SMSA) and with *more than thirty* (30) full-time/benefit earning employees within the local SMSA, CONTRACTOR shall submit an Initial Workforce Analysis that reflects its *local* SMSA workforce.  
{Note: The local Standard Metropolitan Statistical Area (SMSA) is defined as the Counties of Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne, Washington, and Wright in Minnesota and Pierce and St. Croix in Wisconsin.}
2. If CONTRACTOR is located *within* the local SMSA and with *thirty (30) or fewer* full-time/benefit earning employees within the local SMSA, then CONTRACTOR shall submit an Initial Workforce Analysis that reflects its *total* workforce.
3. If CONTRACTOR is located *outside* the local SMSA and with *more than thirty (30)* full-time/benefit earning employees within the local SMSA, then CONTRACTOR shall submit an Initial Workforce Analysis that reflects its *local* SMSA workforce.
4. If CONTRACTOR is located *outside* the local SMSA and with *thirty (30) or fewer* full-time/benefit earning employees within the local SMSA, then CONTRACTOR shall submit an Initial Workforce Analysis that reflects its *total* workforce; and

(ii) if a P/CS review of CONTRACTOR's Initial Workforce Analysis determines there is under-representation of women and/or racial minorities based on local SMSA labor force availability data, CONTRACTOR shall identify measures to correct the deficiencies. If the deficiencies are not corrected to COUNTY's satisfaction, COUNTY may require CONTRACTOR to demonstrate that good faith efforts have been made to correct them or may exercise other remedies as provided herein.

(iii) at the end of each calendar year, submit an Annual Workforce Report (CC400) to P/CS for review.

- C. If CONTRACTOR fails to demonstrate good faith efforts to correct any identified non-discrimination and Affirmative Action deficiencies and/or fails to submit requested reports or information required by the COUNTY and/or has engaged in discriminatory practices, the COUNTY may consider this a violation of this Agreement and may exercise any remedies available to it in law or in equity, including, but not limited to, cancellation or termination of this Agreement.
- D. CONTRACTOR agrees to adhere to the COUNTY's AIDS Policy which provides that no employee, applicant, or client shall be subjected to testing, removed from normal and customary status, or deprived of any rights, privileges, or freedoms because of his or her AIDS status except for clearly stated specific and compelling medical and/or public health reasons. CONTRACTOR shall establish the necessary policies concerning AIDS to assure that COUNTY clients in contracted programs and CONTRACTOR's employees in COUNTY contracted programs are afforded the same treatment with regard to AIDS as persons directly employed or served by the COUNTY.

7. INDEMNIFICATION AND INSURANCE

- A. Each party shall be liable for its own acts and the results thereof to the extent provided by law, and agrees to defend, indemnify, and hold harmless each other (including their officials, employees, volunteers, and agents), from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, resulting directly or indirectly from any act or omission of the party, anyone directly or indirectly employed by it, and/or anyone for whose acts and/or omissions it may be liable, in the performance or failure to perform its obligations under this Agreement. Except for State agencies, each party's liability shall be governed by the provisions of Minnesota Statutes, Chapter 466 and other applicable law. The liability of State agencies shall be governed by the provisions of Minnesota Statutes, Section 3.736 and other applicable law.
- B. Each party warrants that it has a purchased insurance or self-insurance program.
- C. Duty to Notify. CONTRACTOR shall promptly notify the COUNTY of any claim, action, cause of action or litigation brought against CONTRACTOR, its employees, officers, agents or subcontractors, which arises out of the services contained in this Agreement and shall also notify the COUNTY whenever CONTRACTOR has a reasonable basis for believing that CONTRACTOR and/or its employees, officers, agents or subcontractors, and/or the COUNTY, might become the subject of a claim, action, cause of action or litigation arising out of the services contained in this Agreement. Failure to provide the notices required by this section is a material violation of the terms and conditions of the Agreement.

8. DATA PRACTICES

CONTRACTOR, its officers, agents, owners, partners, employees, volunteers and subcontractors shall abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (MGDPA), the Health Insurance Portability and Accountability Act and implementing regulations, if applicable, and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality. If CONTRACTOR creates, collects, receives, stores, uses, maintains or disseminates data because it performs functions of the COUNTY pursuant to this Agreement, then CONTRACTOR must comply with the requirements of the MGDPA as if it were a government entity, and may be held liable under the MGDPA for noncompliance. CONTRACTOR agrees to defend, indemnify and hold harmless the COUNTY, its officials, officers, agents, employees, and volunteers from any claims resulting from CONTRACTOR's officers', agents', owners', partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of such protected data, or other noncompliance with the requirements of this section. CONTRACTOR agrees to promptly notify the COUNTY if it becomes aware of any potential claims, or facts giving rise to such claims, under the MGDPA. The terms of this section shall survive the cancellation or termination of this Agreement.

9. RECORDS – AVAILABILITY/ACCESS

Subject to the requirements of Minnesota Statutes Section 16C.05, Subd. 5, CONTRACTOR agrees that the COUNTY, the State Auditor, the Legislative Auditor or any of their authorized representatives, at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of CONTRACTOR and involve transactions relating to this Agreement. CONTRACTOR shall maintain these materials and allow access during the period of this Agreement and for six (6) years after its termination or cancellation.

10. SUCCESSORS, SUBCONTRACTING AND ASSIGNMENTS

- A. CONTRACTOR binds itself, its partners, successors, assigns and legal representatives to the COUNTY for all covenants, agreements and obligations contained in the contract documents.
- B. CONTRACTOR shall not assign, transfer or pledge this Agreement and/or the services to be performed, whether in whole or in part, nor assign any monies due or to become due to it without the prior written consent of the COUNTY. A consent to assign shall be subject to such conditions and provisions as the COUNTY may deem necessary, accomplished by execution of a form prepared by the COUNTY and signed by CONTRACTOR, the assignee and the COUNTY. Permission to assign, however, shall under no circumstances relieve CONTRACTOR of its liabilities and obligations under the Agreement.
- C. CONTRACTOR shall not subcontract this Agreement and/or the services to be performed, whether in whole or in part, without the prior written consent of the COUNTY. Permission to subcontract, however, shall under no circumstances relieve CONTRACTOR of its liabilities and obligations under the Agreement. Further, CONTRACTOR shall be fully responsible for the acts, omissions, and failure of its subcontractors in the performance of the specified contractual services, and of person(s) directly or indirectly employed by subcontractors. Contracts between CONTRACTOR and each subcontractor shall require that the subcontractor's services be performed in accordance with the terms and conditions specified. CONTRACTOR shall make contracts between CONTRACTOR and subcontractors available upon request.

11. MERGER AND MODIFICATION

- A. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.
- B. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties.

12. DEFAULT AND CANCELLATION

- A. If CONTRACTOR fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, it shall be in default. Unless CONTRACTOR's default is excused by the COUNTY, the COUNTY may upon written notice immediately cancel this Agreement in its entirety. Additionally, failure to comply with the terms of this Agreement shall be just cause for the COUNTY to delay payment until CONTRACTOR's compliance. In the event of a decision to withhold payment, the COUNTY shall furnish prior written notice to CONTRACTOR.
- B. Upon cancellation or termination of this Agreement:
  - 1. At the discretion of the COUNTY and as specified in writing by the Contract Administrator, CONTRACTOR shall deliver to the Contract Administrator copies of all writings so specified by the COUNTY and prepared by CONTRACTOR in accordance with this Agreement. The term "writings" is defined as:

Handwriting, typewriting, printing, photo copying, photographing, facsimile transmitting, and every other means of recording, including electronic media, any form of communication or representation, including letters, works, pictures, drawings, sounds, or symbols, or combinations thereof.

2. The COUNTY shall have full ownership and control of all such writings. CONTRACTOR shall have the right to retain copies of the writings. However, it is agreed that CONTRACTOR without the prior written consent of the COUNTY shall not use these writings for any purpose or in any manner whatsoever; shall not assign, license, loan, sell, copyright, patent and/or transfer any or all of such writings; and shall not do anything which in the opinion of the COUNTY would affect the COUNTY's ownership and/or control of such writings.
  - C. Notwithstanding any provision of this Agreement to the contrary, CONTRACTOR shall remain liable to the COUNTY for damages sustained by the COUNTY by virtue of any breach of this Agreement by CONTRACTOR. Upon notice to CONTRACTOR of the claimed breach and the amount of the claimed damage, the COUNTY may withhold any payments to CONTRACTOR for the purpose of set-off until such time as the exact amount of damages due the COUNTY from CONTRACTOR is determined. Following notice from the COUNTY of the claimed breach and damage, CONTRACTOR and the COUNTY shall attempt to resolve the dispute in good faith.
  - D. The above remedies shall be in addition to any other right or remedy available to the COUNTY under this Agreement, law, statute, rule, and/or equity.
  - E. The COUNTY's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of the Agreement.
  - F. This Agreement may be canceled with or without cause by either party upon thirty (30) day written notice.
  - G. Provisions that by their nature are intended to survive the term, cancellation or termination of this Agreement include but are not limited to: SERVICES TO BE PROVIDED (as to ownership of property); INDEPENDENT CONTRACTOR; INDEMNIFICATION AND INSURANCE; DATA PRACTICES; RECORDS-AVAILABILITY/ACCESS; DEFAULT AND CANCELLATION; PROMOTIONAL LITERATURE; and MINNESOTA LAW GOVERNS.
13. CONTRACT ADMINISTRATION
- In order to coordinate the services of CONTRACTOR with the activities of the Human Services and Public Health Department/Public Health Protection Area so as to accomplish the purposes of this Agreement, Cathy Stahl, Program Supervisor, Program Contract Manager, or successor, shall manage this Agreement on behalf of the COUNTY and serve as liaison between the COUNTY and CONTRACTOR.
14. COMPLIANCE AND NON-DEBARMENT CERTIFICATION
- A. CONTRACTOR shall comply with all applicable federal, state and local statutes, regulations, rules and ordinances currently in force or later enacted.

- B. If the source or partial source of funds for payment of services under this Agreement is federal, state or other grant monies, CONTRACTOR shall comply with all applicable conditions of the specific referenced or attached grant.
- C. CONTRACTOR certifies that it is not prohibited from doing business with either the federal government or the State of Minnesota as a result of debarment or suspension proceedings.

15. SUBCONTRACTOR PAYMENT

CONTRACTOR shall pay any subcontractor within ten (10) days of CONTRACTOR's receipt of payment from the COUNTY for undisputed services provided by the subcontractor. CONTRACTOR shall pay interest of 1½ percent per month or any part of a month to the subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100.00 or more is \$10.00. For an unpaid balance of less than \$100.00, CONTRACTOR shall pay the actual penalty due to the subcontractor. A subcontractor who prevails in a civil action to collect interest penalties from a prime contractor must be awarded its costs and disbursements, including any attorney's fees, incurred in bringing the action.

16. PAPER RECYCLING

The COUNTY encourages CONTRACTOR to develop and implement an office paper and newsprint recycling program.

17. NOTICES

Any notice or demand which must be given or made by a party under this Agreement or any statute or ordinance shall be in writing, and shall be sent registered or certified mail. Notices to the COUNTY shall be sent to the County Administrator with a copy to the originating Department at the address given in the opening paragraph of the Agreement. Notice to CONTRACTOR shall be sent to the address stated in the opening paragraph of the Agreement or to the address stated in CONTRACTOR's Form W-9 provided to the COUNTY.

18. CONFLICT OF INTEREST

CONTRACTOR affirms that to the best of CONTRACTOR's knowledge, CONTRACTOR's involvement in this Agreement does not result in a conflict of interest with any party or entity which may be affected by the terms of this Agreement. CONTRACTOR agrees that, should any conflict or potential conflict of interest become known to CONTRACTOR, CONTRACTOR will immediately notify the COUNTY of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict, and will advise the COUNTY whether CONTRACTOR will or will not resign from the other engagement or representation.

19. PROMOTIONAL LITERATURE

CONTRACTOR agrees that the terms "Hennepin County" or any derivative shall not be utilized in any promotional literature, advertisements of any type or form or client lists without the express prior written consent of the COUNTY.

20. MINNESOTA LAWS GOVERN

The Laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts located within the County of Hennepin, State of Minnesota. Litigation, however, in the federal courts

involving the parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

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COUNTY BOARD AUTHORIZATION

Reviewed by the County  
Attorney's Office

COUNTY OF HENNEPIN  
STATE OF MINNESOTA

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

\_\_\_\_\_

Chair of Its County Board

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

Deputy/Clerk of County Board

Date:

\_\_\_\_\_

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

Assistant/Deputy/County Administrator  
Department Director of \_\_\_\_\_

Date:

\_\_\_\_\_

CO

CONTRACTOR  
**Osseo Area Schools, ISD No. 279**  
CONTRACTOR warrants that the person who executed  
this Agreement is authorized to do so on behalf of  
CONTRACTOR as required by applicable articles,  
bylaws, resolutions or ordinances.\*

By:

\_\_\_\_\_

Printed

Name: \_\_\_\_\_

Printed Title: \_\_\_\_\_

Date:

\_\_\_\_\_

\*CONTRACTOR shall submit applicable documentation (articles, bylaws, resolutions or ordinances) that confirms the signatory's delegation of authority. This documentation shall be submitted at the time CONTRACTOR returns the Agreement to the COUNTY. Documentation is not required for a sole proprietorship.

**EXHIBIT A  
CONTRACTED SERVICES AND PROJECT BUDGET**

CONTRACTOR shall implement the Statewide Health Improvement Program (SHIP) school intervention initiatives, as more fully described below:

**CONTRACTED SERVICES:**

The contractor agrees to comply with the contract terms described below. Payment is based on progress toward meeting these deliverables.

- Hire a staff position that will serve as the coordinator for the State Health Improvement Program initiative between the school district and Hennepin County by April 1, 2010.
- Provide staff person with ongoing supervision, office space, and necessary equipment and supplies.
- Participate in bi-weekly phone or in-person meetings with Hennepin County staff from April 1, 2010 through June 30, 2011. CONTRACTOR is required to make adequate progress on services to be provided as outlined in this Exhibit and as determined by DEPARTMENT during the course of this project. Payments shall be made as long as adequate progress is being made. A determination of adequate progress shall be made at the bi-weekly meetings.
- Participate in ongoing Hennepin County and Minnesota Department of Health sponsored meetings and training sessions as requested.
- Convene a district wellness committee that meets at a minimum monthly during the 2009-2010 and 2010-2011 school years.
- Complete an assessment on the enforcement of the district tobacco-free campus policy by May 1, 2010.
- Complete, as appropriate, an assessment on the district physical activity and nutrition policies and practices by May 1, 2010.
- Develop and submit to Hennepin County an action plan for creating or revising policies and practices related to tobacco-free campuses, physical activity, and healthy eating by June 1, 2010.
- Implement new or revised policies and practices related to tobacco-free campuses, physical activity, and healthy eating by February 28, 2011.
- Complete and submit interim and annual grant progress reports to Hennepin County.
- Participate in ongoing grant evaluation activities as specified by Hennepin County.
- Comply with the Minnesota Department of Health Statewide Health Improvement Program communication guidelines provided by Hennepin County.
- Obtain approval from Hennepin County for the purchase of educational materials, promotional materials, incentives, media expenses, and sponsorships. CONTRACTOR shall obtain prior approval from DEPARTMENT for the purchase of all materials and services related to the implementation of this SHIP initiative.
- Submit quarterly invoices to Hennepin County.

**PROJECT BUDGET:**

Item	Amount
Staff position to implement the Statewide Health Improvement Program initiative in the school district during the 2009-2010 and 2010-2011 school years.	\$76,487
Purchasing materials and services related to the implementation of the Statewide Health Improvement Program initiative during the 2009-2010 and 2010-2011 school years. CONTRACTOR shall obtain prior approval from DEPARTMENT for all purchases of materials and services.	\$20,000
<b>Total</b>	<b>\$96,487</b>

<b>Hennepin County General Accounting</b> <b>A-1301 Government Center</b> <b>300 South 6th Street</b> <b>Minneapolis, MN 55487-0131</b>	<b>SUBSTITUTE FORM W-9</b>
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**IMPORTANT TAX INFORMATION - PLEASE READ THIS NOTICE CAREFULLY**

This form was developed to comply with Internal Revenue Service (IRS) regulations and Minnesota statute and to assist Hennepin County in paying providers and vendors for their goods and services. You, as a payee, are required by law to provide us, as payer, your correct Taxpayer Identification Number (TIN). This information will only be shared with the IRS. The Minnesota Government Data Practices Act classifies the Social Security Number as private. Unless otherwise provided by law, the home address is also private. Questions may be directed to 612-348-8314.

**Failure to respond to this request can result in IRS-mandated withholding on future payments as well as other penalties.**

<b>Hennepin County Contract Number</b>	Contract No.
<b>Taxpayer Identification Number (TIN):</b> Enter your social security number (SSN) if an individual or federal employer identification number (EIN) if a business.	SSN / EIN:
<b>Provider Name and Remittance Address:</b> NOTE: Name must match your social security card if you are an individual or sole proprietor. All other businesses must use the name that was used when your employer identification number was applied for.	Name:
	Business Name, if different from above:
	Address:
	City, State & ZIP:

**Certification:** Under penalties of perjury, I certify that:

- 1) The number shown on this form is my correct taxpayer identification number, and the name shown is the correct corresponding name.
- 2) I am subject to 1099 reporting unless one of the following is checked:
  - Government Entity.
  - Tax Exempt Organization.
  - Corporation that does not provide medical services or billing/collection for medical services.
  - Other (please specify): \_\_\_\_\_.
- 3) I am a U.S. person (including a U.S. resident alien).
- 4) I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.

**Certification Instructions:** You must cross out item 4 above if you have been notified by the IRS that you are currently subject to backup withholding because of underreporting of interest or dividends on your tax return.

<b>Please Sign Here</b>	Name Printed:	Title:	
	Signature:	Phone: (     )	Date:

**Please complete the Affirmative Action section on the reverse side.**

## HENNEPIN COUNTY CONTRACTOR AFFIRMATIVE ACTION (AA) CLASSIFICATION

The information requested below is used internally by Hennepin County to monitor and report on participation in county contracting.

- ◆ **Please be sure to choose the one column (below) -- and check the one box in that column -- that best describes the contractor's business ownership code.**
- ◆ If the contractor listed on the reverse side of this form is an individual, check the appropriate box for the individual's AA code. If the contractor is a business, check the appropriate box for the AA code of the owner of that business. If the business is owned by more than one individual, base the AA code on the majority owner's classification.

**If you have questions, please call: (612) 348-4096.**

I. BUSINESS STRUCTURE	II. ETHNICITY & GENDER	III. CERTIFIED SMALL BUSINESS
<p><i>If you check one of the options below, Columns II and III are not applicable, so you may stop here.</i> <b>If none of the options below applies to your business, please go to Column II.</b></p> <p><input type="checkbox"/> <b>Publicly-Held Company</b> (M11)*</p> <p><input type="checkbox"/> <b>Non-Profit Entity</b> (M13)</p> <p><input type="checkbox"/> <b>Government Entity</b> (GOV)</p> <p><small>*Stock is traded on the open market.</small></p>	<p><i>Base your response below on the (majority) owner's gender &amp; ethnicity. (See details below.)<sup>1</sup></i> <b>If you are a Certified Small Business, please skip this column and complete Column III.</b></p> <p><b>Black/African American</b>  <input type="checkbox"/> <b>Male</b> (M23)   <input type="checkbox"/> <b>Female</b> (M33)</p> <p><b>Hispanic</b>  <input type="checkbox"/> <b>Male</b> (M24)   <input type="checkbox"/> <b>Female</b> (M34)</p> <p><b>Asian or Pacific Islander</b>  <input type="checkbox"/> <b>Male</b> (M25)   <input type="checkbox"/> <b>Female</b> (M35)</p> <p><b>American Indian or Alaskan Native</b>  <input type="checkbox"/> <b>Male</b> (M26)   <input type="checkbox"/> <b>Female</b> (M36)</p> <p><b>White/Caucasian</b>  <input type="checkbox"/> <b>Male</b> (M22)   <input type="checkbox"/> <b>Female</b> (M17)</p>	<p><i>Hennepin County, in collaboration with other jurisdictions, certifies <u>eligible</u> small businesses. (See details below.)<sup>2</sup></i></p> <p><b>Black/African American</b>  <input type="checkbox"/> <b>Male</b> (S23)   <input type="checkbox"/> <b>Female</b> (S33)</p> <p><b>Hispanic</b>  <input type="checkbox"/> <b>Male</b> (S24)   <input type="checkbox"/> <b>Female</b> (S34)</p> <p><b>Asian or Pacific Islander</b>  <input type="checkbox"/> <b>Male</b> (S25)   <input type="checkbox"/> <b>Female</b> (S35)</p> <p><b>American Indian or Alaskan Native</b>  <input type="checkbox"/> <b>Male</b> (S26)   <input type="checkbox"/> <b>Female</b> (S36)</p> <p><b>White/Caucasian</b>  <input type="checkbox"/> <b>Male</b> (S22)   <input type="checkbox"/> <b>Female</b> (S17)</p>

<sup>1</sup> **Black/African American:** All persons having origins in any of the Black racial groups of Africa.

**Hispanic:** All persons of Mexican, Puerto Rican, Cuban, Central or South American descent or other Spanish culture or origin, regardless of race.

**Asian or Pacific Islander:** All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Sub-continent or the Pacific Islands, including, for example, China, Japan, Korea, Hawaii, Guam, the Philippine Islands and Samoa.

**American Indian or Alaskan Native:** All persons having origins in any of the original peoples of North America, and who maintain tribal affiliation or community attachment.

**White/Caucasian:** All persons with origins in any of the original peoples of Europe, North Africa or the Middle East.

<sup>2</sup> While certification is not necessary to do business with Hennepin County, only certified businesses can be counted toward the goal for Small Business Enterprise (SBE) participation in county contracting. Certification also boosts market exposure and qualifies businesses to access SBE Program Services. For further information about certification, please call 651-266-8900 or visit the Central Certification Program's web site at: [www.govcontracts.org](http://www.govcontracts.org).

**Gifts to the District totaling \$34,649.54**

First Student - \$1,999.80 to move the mission forward

BW 5<sup>th</sup> Grade Families - \$281 for 5<sup>th</sup> grade field trip transportation to St. Catherine's University

BW Families - \$497.72 for BW celebrates books program and transportation costs for student field trips

Wells Fargo Support Campaign - \$269.22 for classroom supplies at Crest View Elementary

Wells Fargo Community Support Campaign - \$33.65 for productive recess equipment at Edinbrook Elementary

Wells Fargo – Katherine Dom, Trevor Nasiedlak - \$161 for additional ESP time or supplies for students in need at Elm Creek Elementary

Oak View PTO - \$9,210 for the Tech ESP, Volunteer Coordinator, and Instructional ESP at Oak View Elementary

Brooklyn Park Rotary Foundation - \$1,000 for Students Connecting Through International Service at Park Brook Elementary

Wells Fargo Community Support - \$199.22 for Food for Schools Program at Park Brook Elementary

General Mills Box Tops for Education - \$151.30 for supplies for classrooms at Rice Lake Elementary

Wells Fargo Foundation Gift Program - \$134.61 for supplies for K-6 grade students at Rice Lake Elementary

Wells Fargo Community Support Program - \$409.22 for student instructional needs at Rush Creek Elementary

Rush Creek PTO - \$10,034 for Naturalist, Health Services, Tech ESP salary, and Volunteer Coordinator salary at Rush Creek Elementary

Rush Creek PTO - \$200 for Author visit for I Love to Read Month at Rush Creek Elementary

Wells Fargo Matching Gift Program - \$350.76 for student instructional needs at Rush Creek Elementary

Wells Fargo Community Support Campaign - \$236.39 for support staff salaries and technology at Woodland Elementary

Wells Fargo Foundation Educational Matching Gift Program - \$50 for support staff salaries

General Mills - \$188.69 for food for the General Mills/6<sup>th</sup> grade e-mentor lunch at Woodland Elementary

Wells Fargo Community Support Campaign/James J. Wolf - \$70 for student achievement at Maple Grove Junior High

RMG – Refer a Friend – Build your Community - \$100 for use at principal’s discretion at Osseo Junior High

Wells Fargo Foundation Educational Matching Gift Program - \$50 for use at principal’s discretion at Osseo Junior High

Wells Fargo Community Support Campaign - \$135.96 for use at principal’s discretion at Osseo Junior High

Work Experience Activity - \$200 for electrical wiring at Maple Grove Senior High

Student Activity Account - \$532 for substitute teachers to cover for Link Crew Conference at Maple Grove Senior High

Osseo OEC Program - \$8,155 for fall OEC First Responder Camp at Camp Wapogasset, Amery, WI at Osseo Senior High