

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, December 19th, 2017, 3:30 PM

Minutes

A. Called meeting to order by Chair at: 3:34pm

B. Roll Call of Attendance:

Merrissa McLean (June 2019)X	Larry Schmidt (June 2020) X
Mike Motzko (June 2018) X	Megan Bluma (June 2019) X
David Jones (June 2018) X	Sara Brave Heart (June 2020)X
Mary Menne (June 2019) X	

Others Present:

Dave Bakke
Gigi Dobosenski

C. Educational Data

1. Closed meeting
 - a. Motion that for the rest of the 2017-2018 school year, students receiving in-patient treatment (wherein education facilities are provided) may resume enrollment regardless of waiting list and enrollment cap upon their return. **M – Jones, S-Schmidt. Unanimous motion carried.**

D. Correction and approval of previous meetings

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

E. Open Forum

F. Approval of Agenda

1. **Agenda Approval. M - Brave Heart, S - Motzko. 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 - Brave Heart. Unanimous motion carried.

- a) **Revenue of \$ 97,201.41**
- b) **Expenses of \$ 124,003.10**
- c) **Ledger Balance (Cash Fund Balance) of \$ 527,171.95**
- d) **Bank Reconciliation of \$ 527,575.17**

H. Communications

1. Special Ed Directorship:

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.

- a. Dobosenski reported meetings with SPED director continue 2x per month.
New contract for OT services
2. IQS:
 - a. Dobosenski reported that the project platform grant means that she has been sharing info with other schools.

I. Hearing of Reports

1. Director Monthly Updates: Dobosenski reported
 - a. EOC has paid for 12 ACT vouchers, Advisor Chris is working on the Civics test
 - b. ADM 112.4, budget on 105 ADM, 9.5 worth of PSEO, project revenue of 104 students.
 - c. As Cadre members with Edvisions Schools, staff has been invited to the Edvisions Expo
 - d. Digital cohort meetings every other month, working on best practices
2. Staff Monthly Updates
 - a. Bluma reported: Merrissa planned a wonderful Online Presentation Day. Megan's and Gigi's advisory exhibited some new forms of exhibiting evidence. Mike and Jessica are working hard on the Boston trip and began seminars. Cathy's dog-sledding students are excited to head up north in February. Lill is training a new OT. Karen is working on a new approach to newsletter publication with some students. There is an all-school meeting tomorrow. Larry continues to provide coding opportunities to all students through seminar and math activities.

J. Unfinished business

None

K. New Business

1. Policies (Round 3) 502, 509, 512, 518, 521, 702.1, 704 **Motion to approve policies M- Jones, S- Motzko Unanimous motion carried**
2. MSHSL- Co-op agreement with MNCS for speech services, \$90 paid to MNSHSL, may pay more to MNCS. **Motion to approve co-op M- Motzko, S- Schmidt Unanimous motion carried**
3. Director Goals:
 - a. Learn to create a less conservative budget
 - b. Develop a review process for transcripts
 - c. Coordinate new project management platform (including sharing with other PBL schools, costs and grant management)
 - d. **Motion to approve Director Goals M- Motzko, S- Schmidt Unanimous motion carried**
4. Training: Assessments

L. Next Meeting: January 16th, 2018 @ 3:30 pm

M. Adjourn Meeting

1. Meeting adjourned at 4:28pm M- Motzko, S- Jones . Unanimous motion carried.

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.

Clerk:

Date:

A handwritten signature in cursive script, appearing to read "Merrilee".

12-19-17

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	Amount
													Date	
4151	BOA		4802		CC	1	1339	Post Office	No	No	No	USD	11/16/2017	54.67
4151	BOA		4803		CC	1	1342	Amazon	No	No	No	USD	11/16/2017	70.16
4151	BOA		4804		CC	1	1343	Myfax	No	No	No	USD	11/16/2017	20.00
4151	BOA		4805		CC	1	1350	Daves Sports Shop	No	No	No	USD	11/16/2017	60.00
4151	BOA		4806		CC	1	1352	Cub Foods	No	No	No	USD	11/16/2017	146.03
4151	BOA		4807		CC	1	1444	County Market	No	No	No	USD	11/16/2017	128.38
4151	BOA		4808		CC	1	1514	MN Renaissance Festival	No	No	No	USD	11/16/2017	540.60
4151	BOA		4809		CC	1	1515	Emma Krumbree	No	No	No	USD	11/16/2017	112.50
4151	BOA		4810		CC	1	1516	Scenic Boat Tours	No	No	No	USD	11/16/2017	188.50
4151	BOA		4811		CC	1	1517	Culver's	No	No	No	USD	11/16/2017	39.77
													Bank Total:	\$1,360.61
4151	CB		4799	4610	Check	1	1511	Anderson, Noah	Yes	No	No	USD	11/06/2017	257.70
4151	CB		4794	4611	Check	1	1480	Autism Society of Minnesota	Yes	Yes	No	USD	11/06/2017	467.10
4151	CB		4782	4612	Check	1	1164	Bluma, Megan	Yes	Yes	No	USD	11/06/2017	236.46
4151	CB		4793	4613	Check	1	1452	Designs for Learning	Yes	Yes	No	USD	11/06/2017	7,500.00
4151	CB		4777	4614	Check	1	1024	Diaz, Cathy	Yes	Yes	No	USD	11/06/2017	438.00
4151	CB		4778	4615	Check	1	1033	Dobosenski, Regina	Yes	Yes	No	USD	11/06/2017	246.55
4151	CB		4796	4616	Check	1	1503	Edio, Inc	Yes	Yes	No	USD	11/06/2017	3,000.00
4151	CB		4775	4617	Check	1	1003	EdVisions Cooperative	Yes	Yes	No	USD	11/06/2017	73,985.49
4151	CB		4801	4618	Check	1	1513	eLuma, LLC	Yes	Yes	No	USD	11/06/2017	1,070.75
4151	CB		4786	4619	Check	1	1277	Frontier	Yes	Yes	No	USD	11/06/2017	56.74
4151	CB		4800	4620	Check	1	1512	ISD #831	Yes	Yes	No	USD	11/06/2017	1,040.06
4151	CB		4795	4621	Check	1	1484	Kabes, Laurie	Yes	Yes	No	USD	11/06/2017	88.81
4151	CB		4797	4622	Check	1	1506	Krominga, Ryan	Yes	Yes	No	USD	11/06/2017	145.13
4151	CB		4781	4623	Check	1	1135	Lepper, Chris	Yes	Yes	No	USD	11/06/2017	174.33
4151	CB		4779	4624	Check	1	1034	Locke, Karen	Yes	Yes	No	USD	11/06/2017	500.00
4151	CB		4789	4625	Check	1	1311	Mayer, Tessa	Yes	Yes	No	USD	11/06/2017	124.04
4151	CB		4788	4626	Check	1	1302	McLean, Merrissa	Yes	Yes	No	USD	11/06/2017	200.01
4151	CB		4780	4627	Check	1	1084	Motzko, Michael	Yes	Yes	No	USD	11/06/2017	346.86
4151	CB		4798	4628	Check	1	1507	PACER Center	Yes	Yes	No	USD	11/06/2017	200.00
4151	CB		4785	4629	Check	1	1252	Raynard, Lill	Yes	Yes	No	USD	11/06/2017	367.46
4151	CB		4776	4630	Check	1	1018	Region V Computer Services	Yes	Yes	No	USD	11/06/2017	882.50
4151	CB		4783	4631	Check	1	1196	Schmidt, Larry	Yes	Yes	No	USD	11/06/2017	518.43
4151	CB		4787	4632	Check	1	1293	SpeechPartners	Yes	Yes	No	USD	11/06/2017	351.00
4151	CB		4790	4633	Check	1	1328	Stromberg, Sharlene	Yes	No	No	USD	11/06/2017	145.52
4151	CB		4791	4634	Check	1	1358	True Friends	Yes	Yes	No	USD	11/06/2017	8,916.05
4151	CB		4784	4635	Check	1	1197	Verizon Wireless	Yes	Yes	No	USD	11/06/2017	833.09
4151	CB		4792	4636	Check	1	1410	Wilderness Inquiry	Yes	Yes	No	USD	11/06/2017	9,765.00

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		Amount
													Date		
4151	CB		4812	4637	Check	1	1126	Bank of America	Yes	Yes	No	USD	11/16/2017		1,360.61
4151	CB		4815	4638	Check	1	1259	Blackboard	Yes	Yes	No	USD	11/16/2017		10,500.00
4151	CB		4813	4639	Check	1	1159	Dobosenski, Jody	Yes	Yes	No	USD	11/16/2017		244.41
4151	CB		4814	4640	Check	1	1194	McDowell Agency, Inc.	Yes	Yes	No	USD	11/16/2017		41.00
													Bank Total:		\$124,003.10
													Report Total:		\$125,363.71

EDVISIONS OFF-CAMPUS CHARTER Trial Balance Summary Report

Periods: 201805 To: 201805

CompL	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	196.88	0.00	0.00	196.88
4151	E 01	005 010	000 000	820	F		Dues & Memberships - Boar	B	422	000	215.00	0.00	0.00	215.00
4151	E 01	005 105	000 000	306	F		EdVisions Payment-Admini	B	422	000	20,644.43	5,161.26	0.00	25,805.69
4151	E 01	005 110	000 000	305	F		Legal Services/Audit	B	422	000	9,837.21	186.13	0.00	10,023.34
4151	E 01	005 110	000 000	306	F		EdVisions Payment-Financia	B	422	000	14,166.33	3,662.67	0.00	17,829.00
4151	E 01	005 110	000 000	316	F		Financial Services - Region \	B	422	000	882.50	882.50	0.00	1,765.00
4151	E 01	005 110	000 000	366	F		Tra/bussiness office (wksp, t	B	422	000	401.26	18.73	0.00	419.99
4151	E 01	005 940	000 000	340	F		Insurance	B	422	000	5,598.65	0.00	0.00	5,598.65
4151	E 01	010 211	000 000	305	F		Professional Service - Secon	B	422	000	2,720.00	0.00	0.00	2,720.00
4151	E 01	010 211	000 000	306	F		EdVisions Payment - Regula	B	422	000	160,083.85	41,786.46	0.00	201,870.31
4151	E 01	010 211	000 000	307	F		Advertising	B	422	000	3,618.64	0.00	0.00	3,618.64
4151	E 01	010 211	000 000	320	F		Telephone	B	422	000	310.69	76.74	0.00	387.43
4151	E 01	010 211	000 000	329	F		Postage	B	422	000	1,150.41	85.15	0.00	1,235.56
4151	E 01	010 211	000 000	366	F		Travel - Staff	B	422	000	3,418.48	673.58	0.00	4,092.06
4151	E 01	010 211	000 000	369	F		Field Trip Fees	B	422	000	3,340.96	10,185.87	0.00	13,526.83
4151	E 01	010 211	000 000	390	F		Pymts to Other Dist. - Tuition	B	422	000	0.00	1,040.06	0.00	1,040.06
4151	E 01	010 211	000 000	401	F		Office Type Supplies	B	422	000	1,490.40	0.00	0.00	1,490.40
4151	E 01	010 211	000 000	430	F		Instruct Supplies	B	422	000	14,262.89	3,000.00	0.00	17,262.89
4151	E 01	010 211	000 000	456	F		Tech Supplies - Instructional	B	422	000	1,398.80	0.00	0.00	1,398.80
4151	E 01	010 211	000 000	466	F		Tech Devices - Instructional	B	422	000	24,896.85	0.00	0.00	24,896.85
4151	E 01	010 211	000 000	820	F		Dues & Memberships-Non S	B	422	000	5,652.99	0.00	0.00	5,652.99
4151	E 01	010 211	000 311	320	F		Internet Access	B	422	000	4,492.11	12,383.09	0.00	16,875.20
4151	E 01	010 211	000 733	366	F		Field Trip Mileage	B	422	000	427.36	1,010.63	0.00	1,437.99
4151	E 01	010 211	400 000	369	F		Field Trip - San Francisco	B	422	000	0.00	9,765.00	0.00	9,765.00
4151	E 01	010 400	000 372	305	F		Third Party Billing Contracte	B	422	000	272.05	0.00	0.00	272.05
4151	E 01	010 401	000 740	373	F		Speech - SpEd - State Fundk	B	422	000	216.00	351.00	0.00	567.00
4151	E 01	010 404	000 740	372	F		Physically Impaired - Occupa	B	422	000	0.00	1,070.75	0.00	1,070.75
4151	E 01	010 404	000 740	533	F		Physically Impaired - Equipm	B	422	000	0.00	70.16	0.00	70.16
4151	E 01	010 407	000 740	306	F		EdVisions Payment - SLD	B	422	000	76,359.90	23,375.10	0.00	99,735.00
4151	E 01	010 420	000 419	303	F		Federal Flow Through - Spec	B	422	000	0.00	7,500.00	0.00	7,500.00
4151	E 01	010 420	000 419	366	F		SpEd Federal Mileage	B	422	000	746.97	422.65	0.00	1,169.62
4151	E 01	010 420	000 419	433	F		SpEd Supplies/Testing Mater	B	422	000	1,603.25	200.00	0.00	1,803.25
4151	E 01	010 640	000 000	366	F		Staff Development - Travel	B	422	000	1,604.05	75.97	0.00	1,680.02
4151	E 01	010 640	000 000	401	F		Staff Development - Supplies	B	422	000	867.00	967.10	0.00	1,834.10

EDVISIONS OFF-CAMPUS CHARTER Trial Balance Summary Report

Periods: 201805 To: 201805

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	640	000	335	401	F	Supplies	Qcomp	27.95	52.50	0.00	80.45
Report Total:											\$360,903.86	\$124,003.10	\$0.00	\$484,906.96

EDVISIONS OFF-CAMPUS CHARTER

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1712	4151	CB														
			1736	Credit	A	11/06/17	11/6/17	Check	1	m						
						4151	R 01 000 000	000 000	096	Gifts					4,500.00	0.00
														Receipt Total:	\$4,500.00	\$0.00
														Deposit Total:	\$4,500.00	\$0.00
1713	4151	CB														
trip			1731	Credit	A	11/07/17	11/7/17	Check	1	m						
						4151	R 01 000 000	400 000	050	Fees - San Francisco					1,850.00	0.00
														Receipt Total:	\$1,850.00	\$0.00
														Deposit Total:	\$1,850.00	\$0.00
1714	4151	CB														
trip			1732	Credit	A	11/10/17	11/10/17	Check	1	m						
						4151	R 01 000 000	400 000	050	Fees - San Francisco					350.00	0.00
														Receipt Total:	\$350.00	\$0.00
														Deposit Total:	\$350.00	\$0.00
1715	4151	CB														
state payment			1737	Credit	A	11/15/17	11/15/17	Wire	1	1001	State of Minnesota					
						4151	R 01 000 000	008 000	211	General Education Aid FY2018					2,348.51	0.00
						4151	R 01 000 000	008 000	360	Spec Education Aid FY2018					42,583.02	0.00
														Receipt Total:	\$44,931.53	\$0.00
														Deposit Total:	\$44,931.53	\$0.00
1716	4151	CB														
trip			1733	Credit	A	11/17/17	11/17/17	Check	1	m						
						4151	R 01 000 000	400 000	050	Fees - San Francisco					300.00	0.00
														Receipt Total:	\$300.00	\$0.00
														Deposit Total:	\$300.00	\$0.00
1717	4151	CB														
trip			1734	Credit	A	11/27/17	11/27/17	Check	1	m						
						4151	R 01 000 000	400 000	050	Fees - San Francisco					150.00	0.00
														Receipt Total:	\$150.00	\$0.00
														Deposit Total:	\$150.00	\$0.00

EDVISIONS OFF-CAMPUS CHARTER

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount		
1718	4151	CB																
state payment																		
			1738	Credit	A	11/30/17	11/30/17	Wire	1	1001						State of Minnesota		
																Spec Education Aid FY2018	34,619.78	0.00
																LTFM State Aid - FY2017	1,622.65	0.00
																QComp Aid - FY2018	8,735.15	0.00
														Receipt Total:	\$44,977.58	\$0.00		
														Deposit Total:	\$44,977.58	\$0.00		
1719	4151	CB																
interest																		
			1735	Credit	A	11/30/17	11/30/17	Wire	1	1002						Home Town Bank Henderso		
																Interest	142.30	0.00
														Receipt Total:	\$142.30	\$0.00		
														Deposit Total:	\$142.30	\$0.00		
														Report Total:	\$97,201.41	\$0.00		

EDVISIONS OFF-CAMPUS CHARTER Trial Balance Summary Report

Periods: 201805 To: 201805

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	092	F Interest	B	422	000	(418.05)	0.00	142.30	(560.35)
4151	R 01	000	000	000	000	096	F Gifts	B	422	000	0.00	0.00	4,500.00	(4,500.00)
4151	R 01	000	000	000	000	099	F Misc	B	422	000	(190.00)	0.00	0.00	(190.00)
4151	R 01	000	000	000	000	201	F Endow Fund Apportion	B	422	000	(2,022.53)	0.00	0.00	(2,022.53)
4151	R 01	000	000	007	000	317	F LTFM State Aid - FY2017	B	422	000	(85.57)	0.00	1,622.65	(1,708.22)
4151	R 01	000	000	008	000	211	F General Education Aid FY20	B	422	000	(355,348.09)	0.00	2,348.51	(357,696.60)
4151	R 01	000	000	008	000	360	F Spec Education Aid FY2018	B	422	000	(4,365.94)	0.00	77,202.80	(81,568.74)
4151	R 01	000	000	008	335	211	F QComp Aid - FY2018	B	422	000	0.00	0.00	8,735.15	(8,735.15)
4151	R 01	000	000	400	000	050	F Fees - San Francisco	B	422	000	(1,450.00)	0.00	2,650.00	(4,100.00)
Report Total:											(363,880.18)	\$0.00	\$97,201.41	(\$461,081.59)

EDVISIONS OFF-CAMPUS CHARTER

Reconciliation Worksheet Report

11/30/2017

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1157	11/30/2017	4151	CB	HOME TOWN BANK HENDERSO HOME TOWN BANK HENDERSOI

Worksheet has been Finalized

Statement Amount 527,575.17

Deposits in Transit 0.00

Outstanding Payments

Checks 403.22

Wires 0.00

SHR - Payments 0.00

SHR - Third Party 0.00

Cash 0.00

ACH 0.00

Adjustment Amount

Amount Per Bank 527,171.95

GL Account Balance 527,171.95

Difference 0.00

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

Ty
F

Adjustments

00/00/0000

EDVISIONS OFF-CAMPUS CHARTER Trial Balance Summary Report

Periods: 201805 To: 201805

CompL	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	553,973.64	97,201.41	124,003.10	527,171.95
4151	B	01	101	001	F	Bank of America - Credit Car	B	100	000	0.00	1,360.61	1,360.61	0.00
4151	B	01	121	001	F	Due From MDE - Gen Ed Aic	B	100	000	(6,479.81)	0.00	0.00	(6,479.81)
4151	B	01	121	002	F	Due From MDE - SpEd Aid	B	100	000	1,887.00	0.00	0.00	1,887.00
4151	B	01	121	004	F	Due From MDE - QComp	B	100	000	1,226.66	0.00	0.00	1,226.66
4151	B	01	122	000	F	Due Fm Fed.-Mdcfl	B	100	000	25,856.09	0.00	0.00	25,856.09
4151	B	01	131	001	F	EdVisions Coop - Prepaid Ex	B	100	000	2,919.13	0.00	0.00	2,919.13
4151	B	01	206	000	F	Other Accts Payable	B	200	000	0.00	125,363.71	125,363.71	0.00
4151	B	01	422	000	F	Unreserved/Undesig	B	400	000	(567,888.61)	0.00	0.00	(567,888.61)
4151	B	01	460	000	F	Nonspendable Fund Balance	B	400	000	(8,517.78)	0.00	0.00	(8,517.78)
4151	B	98	143	000	F	Equipment	B	100	000	41,803.20	0.00	0.00	41,803.20
4151	B	98	173	000	F	Accum Depr On Equip.	B	100	000	(33,862.58)	0.00	0.00	(33,862.58)
4151	B	98	430	000	F	Invest. Fixed Assets	B	400	000	(7,940.62)	0.00	0.00	(7,940.62)
Report Total:										\$2,976.32	\$223,925.73	\$250,727.42	(\$23,825.37)

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		\$54.67	
	PO#:	Voucher #:	5534	Invoice	Invoice No:	11/15/17		11/16/2017	
								Paid Amt:	\$54.67
								Check Amount:	\$54.67
4151	BOA	1342			Amazon		CC		
				E 01	010 404 000 740 533	supplies - TM		\$70.16	
	PO#: 2178	Voucher #:	5545	Invoice	Invoice No:	11/15/17		11/16/2017	
								Paid Amt:	\$70.16
								Check Amount:	\$70.16
4151	BOA	1343			Myfax		CC		
				E 01	010 211 000 000 320	fax		\$20.00	
	PO#:	Voucher #:	5535	Invoice	Invoice No:	11/15/17		11/16/2017	
								Paid Amt:	\$20.00
								Check Amount:	\$20.00
4151	BOA	1350			Daves Sports Shop		CC		
				E 01	010 211 000 000 369	fieldtrip 1		\$60.00	
	PO#: 2155	Voucher #:	5540	Invoice	Invoice No:	11/15/17		11/16/2017	
								Paid Amt:	\$60.00
								Check Amount:	\$60.00
4151	BOA	1352			Cub Foods		CC		
				E 01	010 211 000 000 369	fieldtrip 1		\$146.03	
	PO#: 2155	Voucher #:	5539	Invoice	Invoice No:	11/15/17		11/16/2017	
								Paid Amt:	\$146.03
								Check Amount:	\$146.03
4151	BOA	1444			County Market		CC		
				E 01	010 211 000 000 369	fieldtrip 1		\$128.38	
	PO#: 2155	Voucher #:	5537	Invoice	Invoice No:	11/15/17		11/16/2017	
								Paid Amt:	\$128.38
								Check Amount:	\$128.38
4151	BOA	1514			MN Renaissance Festival		CC		
				E 01	010 211 000 000 369	fieldtrip 1		\$540.60	
	PO#: 2155	Voucher #:	5536	Invoice	Invoice No:	11/15/17		11/16/2017	
								Paid Amt:	\$540.60
								Check Amount:	\$540.60
4151	BOA	1515			Emma Krumbie		CC		
				E 01	010 211 000 000 369	fieldtrip 1		\$112.50	
	PO#: 2155	Voucher #:	5538	Invoice	Invoice No:	11/15/17		11/16/2017	
								Paid Amt:	\$112.50
								Check Amount:	\$112.50
4151	BOA	1516			Scenic Boat Tours		CC		
				E 01	010 211 000 000 369	fieldtrip 1		\$188.50	
	PO#: 2155	Voucher #:	5541	Invoice	Invoice No:	11/15/17		11/16/2017	
								Paid Amt:	\$188.50
								Check Amount:	\$188.50

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

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4151	BOA	1517			Culver's		CC
				E 01 010 211	000 000 369 fieldtrip 1		\$39.77
	PO#: 2155	Voucher #:	5542	Invoice	Invoice No: 11/15/17	11/16/2017	Paid Amt: \$39.77
							Check Amount: \$39.77
4151	CB	4610	1511		Anderson, Noah		Check
				E 01 010 640	000 000 366 mileage: St Paul-staff mtg		\$32.10
				E 01 010 211	000 733 366 mileage: Maple Lake-fieldtrip		\$85.60
				E 01 010 211	000 311 320 internet/phone		\$140.00
	PO#:	Voucher #:	5522	Invoice	Invoice No: 11/3/17	11/6/2017	Paid Amt: \$257.70
							Check Amount: \$257.70
4151	CB	4611	1480		Autism Society of Minnesota		Check
				E 01 010 640	000 000 401 conf for - JD, TM		\$467.10
	PO#:	Voucher #:	5524	Invoice	Invoice No: 00009306	11/6/2017	Paid Amt: \$467.10
							Check Amount: \$467.10
4151	CB	4612	1164		Bluma, Megan		Check
				E 01 010 211	000 000 366 mileage: Rosemont-conf		\$28.89
				E 01 010 211	000 000 366 mileage: Msp-conf		\$2.14
				E 01 010 211	000 733 366 mileage: Maple Lake-fall celebration		\$64.20
				E 01 010 211	000 000 366 mileage: St Anthony-conf		\$12.31
				E 01 010 211	000 000 366 mileage: Edina-conf		\$6.42
				E 01 010 640	000 335 401 wellness		\$52.50
				E 01 010 211	000 311 320 internet/phone		\$70.00
	PO#:	Voucher #:	5521	Invoice	Invoice No: 11/2/17	11/6/2017	Paid Amt: \$236.46
							Check Amount: \$236.46
4151	CB	4613	1452		Designs for Learning		Check
				E 01 010 420	000 419 303 sped director		\$7,500.00
	PO#: 2173	Voucher #:	5529	Invoice	Invoice No: 11730	11/6/2017	Paid Amt: \$7,500.00
							Check Amount: \$7,500.00
4151	CB	4614	1024		Diaz, Cathy		Check
				E 01 010 211	000 000 366 mileage: Somerset-checks		\$20.33
				E 01 010 211	000 000 366 mileage: Ham Lake - checks		\$47.08
				E 01 010 211	000 000 366 mileage: Ham Lake-checks		\$47.08
				E 01 010 640	000 000 366 mileage: St Paul-staff mtg4		\$25.68
				E 01 010 211	000 000 366 mileage: Ham Lake -checks		\$47.08
				E 01 005 110	000 000 366 mileage: Oakdale-IQS mtg		\$18.73
				E 01 010 211	000 733 366 mileage: Maple Lake-fall celebration		\$92.02

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

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
4151	CB	4614	1024		Diaz, Cathy		Check		
				E 01	010 211 000 311 320	internet/phone		\$140.00	
	PO#:	Voucher #:		5517	Invoice	Invoice No: 10/30/17		11/6/2017	
								Paid Amt:	\$438.00
								Check Amount:	\$438.00
4151	CB	4615	1033		Dobosenski, Regina		Check		
				E 01	010 211 000 733 366	mileage: Maple Lake-fall celebration		\$78.11	
				E 01	010 211 000 000 366	mileage: Jordan-conf		\$35.31	
				E 01	010 211 000 000 366	mileage: New Prague-conf		\$34.24	
				E 01	010 211 000 000 366	mileage: Belle Plaine-conf		\$28.89	
				E 01	010 211 000 311 320	internet/phone		\$70.00	
	PO#:	Voucher #:		5520	Invoice	Invoice No: 11/2/17		11/6/2017	
								Paid Amt:	\$246.55
								Check Amount:	\$246.55
4151	CB	4616	1503		Edio, Inc		Check		
				E 01	010 211 000 000 430	developing project system		\$3,000.00	
	PO#: 2174	Voucher #:		5530	Invoice	Invoice No: 0000004		11/6/2017	
								Paid Amt:	\$3,000.00
								Check Amount:	\$3,000.00
4151	CB	4617	1003		EdVisions Cooperative		Check		
				E 01	010 211 000 000 306	gen ed		\$41,786.46	
				E 01	010 407 000 740 306	sped		\$23,375.10	
				E 01	005 105 000 000 306	admin		\$5,161.26	
				E 01	005 110 000 000 306	business		\$3,662.67	
	PO#:	Voucher #:		5526	Invoice	Invoice No: 11/6/17		11/6/2017	
								Paid Amt:	\$73,985.49
								Check Amount:	\$73,985.49
4151	CB	4618	1513		eLuma, LLC		Check		
				E 01	010 404 000 740 372	OT & PT - TM		\$526.20	
	PO#: 2175	Voucher #:		5531	Invoice	Invoice No: 2885		11/6/2017	
								Paid Amt:	\$526.20
				E 01	010 404 000 740 372	OT & PT - TM		\$544.55	
	PO#: 2175	Voucher #:		5532	Invoice	Invoice No: 2969		11/6/2017	
								Paid Amt:	\$544.55
								Check Amount:	\$1,070.75
4151	CB	4619	1277		Frontier		Check		
				E 01	010 211 000 000 320	phone		\$56.74	
	PO#:	Voucher #:		5505	Invoice	Invoice No: 11/15/17		11/6/2017	
								Paid Amt:	\$56.74
								Check Amount:	\$56.74
4151	CB	4620	1512		ISD #831		Check		
				E 01	010 211 000 000 390	class contract - AS FY17		\$1,040.06	
	PO#:	Voucher #:		5525	Invoice	Invoice No: 1		11/6/2017	
								Paid Amt:	\$1,040.06
								Check Amount:	\$1,040.06

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

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
4151	CB	4621	1484		Kabes, Laurie		Check		
				E 01	010 211 000 733 366	mileage: Lebanon Hills-fieldtrip		\$13.91	
				E 01	010 211 000 733 366	mileage: Maple Lake-fall celebration		\$74.90	
	PO#:	Voucher #:		5516	Invoice	Invoice No: 10/13/17			11/6/2017
							Paid Amt:	\$88.81	
							Check Amount:	\$88.81	
4151	CB	4622	1506		Krominga, Ryan		Check		
				E 01	005 110 000 000 305	finance consulting		\$145.13	
	PO#: 2157	Voucher #:		5509	Invoice	Invoice No: 11/2/17			11/6/2017
							Paid Amt:	\$145.13	
							Check Amount:	\$145.13	
4151	CB	4623	1135		Lepper, Chris		Check		
				E 01	010 211 000 733 366	mileage: Maple Lake-fall celebration		\$104.33	
				E 01	010 211 000 311 320	internet/phone		\$70.00	
	PO#:	Voucher #:		5519	Invoice	Invoice No: 11/5/17			11/6/2017
							Paid Amt:	\$174.33	
							Check Amount:	\$174.33	
4151	CB	4624	1034		Locke, Karen		Check		
				E 01	010 640 000 000 401	IFS conference		\$500.00	
	PO#:	Voucher #:		5514	Invoice	Invoice No: 10/22/17			11/6/2017
							Paid Amt:	\$500.00	
							Check Amount:	\$500.00	
4151	CB	4625	1311		Mayer, Tessa		Check		
				E 01	010 211 000 000 369	mileage: Maple Lake-fall celebration		\$54.04	
				E 01	010 211 000 311 320	internet/phone		\$70.00	
	PO#:	Voucher #:		5512	Invoice	Invoice No: 10/24/17			11/6/2017
							Paid Amt:	\$124.04	
							Check Amount:	\$124.04	
4151	CB	4626	1302		McLean, Merrissa		Check		
				E 01	010 211 000 733 366	mileage: Maple Lake-fall celebration		\$90.95	
				E 01	010 211 000 000 366	mileage: St Paul-intake		\$14.98	
				E 01	010 211 000 000 366	mileage: Richfield-computer		\$24.08	
				E 01	010 211 000 311 320	internet/phone		\$70.00	
	PO#:	Voucher #:		5518	Invoice	Invoice No: 10/30/17			11/6/2017
							Paid Amt:	\$200.01	
							Check Amount:	\$200.01	
4151	CB	4627	1084		Motzko, Michael		Check		
				E 01	010 211 000 000 366	mileage: Ham Lake-checks		\$23.54	
				E 01	010 211 000 000 366	mileage: Ham Lake-checks		\$23.54	
				E 01	010 420 000 419 366	mileage: St Paul-staff mtg		\$42.80	
				E 01	010 420 000 419 366	mileage: Wyoming-grad		\$4.28	
				E 01	010 211 000 000 366	mileage: Ham Lake-checks		\$23.54	
				E 01	010 420 000 419 366	mileage: Maple Lake-fall celebration		\$78.11	
				E 01	010 211 000 000 329	postage		\$11.05	

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

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
4151	CB	4627	1084		Motzko, Michael		Check		
				E 01 010 211 000 311 320	internet/phone			\$140.00	
	PO#:	Voucher #:		5523	Invoice	Invoice No: 11/3/17		11/6/2017	
								Paid Amt:	\$346.86
								Check Amount:	\$346.86
4151	CB	4628	1507		PACER Center		Check		
				E 01 010 420 000 419 433	lending library			\$200.00	
	PO#: 2163	Voucher #:		5508	Invoice	Invoice No: 99667		11/6/2017	
								Paid Amt:	\$200.00
								Check Amount:	\$200.00
4151	CB	4629	1252		Raynard, Lill		Check		
				E 01 010 420 000 419 366	mileage: Maple Lake-fall celebration			\$297.46	
				E 01 010 211 000 311 320	internet/phone			\$70.00	
	PO#:	Voucher #:		5513	Invoice	Invoice No: 11/3/17		11/6/2017	
								Paid Amt:	\$367.46
								Check Amount:	\$367.46
4151	CB	4630	1018		Region V Computer Services		Check		
				E 01 005 110 000 000 316	Smart Finance			\$882.50	
	PO#: 2142	Voucher #:		5506	Invoice	Invoice No: 11545		11/6/2017	
								Paid Amt:	\$882.50
								Check Amount:	\$882.50
4151	CB	4631	1196		Schmidt, Larry		Check		
				E 01 010 211 000 000 366	mileage: Burnsville-tech			\$13.91	
				E 01 010 640 000 000 366	mileage: St Paul-staff mtg			\$18.19	
				E 01 010 211 000 733 366	mileage: Shakopee-fieldtrip			\$27.29	
				E 01 010 211 000 000 366	mileage: Winona-board training			\$132.68	
				E 01 010 211 000 733 366	mileage: Maple Lake-fall celebration			\$59.39	
				E 01 010 211 000 000 366	mileage: Wells-conf			\$107.54	
				E 01 010 211 000 000 329	postage			\$19.43	
				E 01 010 211 000 311 320	phone/internet			\$140.00	
	PO#:	Voucher #:		5515	Invoice	Invoice No: 10/23/17		11/6/2017	
								Paid Amt:	\$518.43
								Check Amount:	\$518.43
4151	CB	4632	1293		SpeechPartners		Check		
				E 01 010 401 000 740 373	speech services			\$162.00	
	PO#: 2164	Voucher #:		5507	Invoice	Invoice No: 10/22/17		11/6/2017	
								Paid Amt:	\$162.00
				E 01 010 401 000 740 373	speech services			\$189.00	
	PO#: 2164	Voucher #:		5510	Invoice	Invoice No: 11/5/17		11/6/2017	
								Paid Amt:	\$189.00
								Check Amount:	\$351.00
4151	CB	4633	1328		Stromberg, Sharlene		Check		
				E 01 010 211 000 733 366	mileage: Maple Lake-fall celebration			\$145.52	
	PO#:	Voucher #:		5511	Invoice	Invoice No: 10/14/17		11/6/2017	
								Paid Amt:	\$145.52
								Check Amount:	\$145.52

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

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
4151	CB	4634	1358		True Friends		Check		
				E 01	010 211 000 000 369	fall celebration		\$8,916.05	
		PO#: 2172	Voucher #:	5528	Invoice	Invoice No: 10/13/17	11/6/2017	Paid Amt:	\$8,916.05
								Check Amount:	\$8,916.05
4151	CB	4635	1197		Verizon Wireless		Check		
				E 01	010 211 000 311 320	internet		\$833.09	
		PO#:	Voucher #:	5504	Invoice	Invoice No: 9794146050	11/6/2017	Paid Amt:	\$833.09
								Check Amount:	\$833.09
4151	CB	4636	1410		Wilderness Inquiry		Check		
				E 01	010 211 400 000 369	Winter Trip		\$9,765.00	
		PO#: 2171	Voucher #:	5527	Invoice	Invoice No: 45163	11/6/2017	Paid Amt:	\$9,765.00
								Check Amount:	\$9,765.00
4151	CB	4637	1126		Bank of America		Check		
				B 01	101 001	credit card		\$1,360.61	
		PO#:	Voucher #:	5546	Invoice	Invoice No: 11/15/17	11/16/2017	Paid Amt:	\$1,360.61
								Check Amount:	\$1,360.61
4151	CB	4638	1259		Blackboard		Check		
				E 01	010 211 000 311 320	web conferencing		\$10,500.00	
		PO#: 2176	Voucher #:	5543	Invoice	Invoice No: 182136	11/16/2017	Paid Amt:	\$10,500.00
								Check Amount:	\$10,500.00
4151	CB	4639	1159		Dobosenski, Jody		Check		
				E 01	010 211 000 733 366	mileage: Minneapolis-fall celebration		\$174.41	
				E 01	010 211 000 311 320	internet/phone		\$70.00	
		PO#:	Voucher #:	5533	Invoice	Invoice No: 11/9/17	11/16/2017	Paid Amt:	\$244.41
								Check Amount:	\$244.41
4151	CB	4640	1194		McDowell Agency, Inc.		Check		
				E 01	005 110 000 000 305	backround check - BJ		\$41.00	
		PO#: 2177	Voucher #:	5544	Invoice	Invoice No: 94871	11/16/2017	Paid Amt:	\$41.00
								Check Amount:	\$41.00
								Report Total:	\$125,363.71

502 SEARCH OF STUDENT PERSONAL POSSESSIONS, AND STUDENT'S PERSON

I. PURPOSE

The purpose of this policy is to provide for a safe and healthful educational environment by enforcing the school district's policies against contraband.

II. GENERAL STATEMENT OF POLICY

A. Personal Possessions and Student's Person

The personal possessions of students and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

D. It shall be a violation for students to carry contraband on their person or in their personal possessions.

III. DEFINITIONS

A. "Contraband" means any unauthorized item possession of which is prohibited by school district policy and/or law. It includes but is not limited to weapons and "look-alikes," alcoholic beverages, controlled substances and "look-alikes," overdue books and other materials belonging to the school district, and stolen property.

B. "Personal possessions" includes but is not limited to computers, purses, backpacks, bookbags, packages, and clothing.

C. "Reasonable suspicion" means that a school official has grounds to believe that the search will result in evidence of a violation of school district policy, rules, and/or law. Reasonable suspicion may be based on a school official's personal observation, a report from a student, parent or staff member, a student's suspicious behavior, a student's age and past history or record of conduct both in and out of the school context, or other reliable sources of information.

D. "Reasonable scope" means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected

infraction, the reliability of the information, the necessity of acting without delay, the existence of exigent circumstances necessitating an immediate search and further investigation (e.g. to prevent violence, serious and immediate risk of harm or destruction of evidence), and the age of the student.

IV. PROCEDURES

- A. School officials may inspect the personal possessions of a student and/or a student's person based on a reasonable suspicion that the search will uncover a violation of law or school rules. A search of personal possessions of a student and/or a student's person will be reasonable in its scope and intrusiveness. A search of this nature does not require a search warrant.
- B. As soon as practicable after a search of personal possessions pursuant to this policy, the school officials must provide notice of the search to students whose possessions were searched unless disclosure would impede an ongoing investigation by police or school officials.
- C. Whenever feasible, a search of a person shall be conducted in private by a school official of the same sex. A second school official of the same sex shall be present as an observer during the search of a person whenever feasible.
- D. A strip search is a search involving the removal of coverings or clothing from private areas. Mass strip searches, or body cavity searches, are prohibited. Strip searches will be conducted only in circumstances involving imminent danger. Whenever feasible, these searches will be conducted by law enforcement officials.
- E. A school official conducting any other search may determine when it is appropriate to have a second official present as an observer.
- F. A copy of this policy will be printed in the student handbook or disseminated in any other way which school officials deem appropriate.

V. SEIZURE OF CONTRABAND

If a search yields contraband, school officials will seize the item and, where appropriate, turn it over to legal officials for ultimate disposition.

VI. VIOLATIONS

A student found to have violated this policy and/or the directives and guidelines implementing it shall be subject to discipline in accordance with the school district's Student Discipline Policy, which may include suspension, exclusion, or expulsion, and the student may, when appropriate, be referred to legal officials.

Legal References: U. S. Const., amend. IV

Minn. Const., art. I, § 10
New Jersey v. T.L.O., 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)
Minn. Stat. § 121A.72 (School Locker Policy)

Cross References: MSBA/MASA Model Policy 502
MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)
MSBA/MASA Model Policy 501 (School Weapons)
MSBA/MASA Model Policy 506 (Student Discipline)

Adopted: Sept 14, 2006 EdVisions Off Campus (4151)
Orig. 2006
Revised: December 2017

509 Encouragement of Student Achievement and Credit

I. Purpose

EOC is a place offering limitless learning opportunities. It is the responsibility of the student to take learning seriously and to apply themselves to get their work completed. Minimum standards of achievement include a student completing 10 project credits per year.

II. General Statement of Policy

In an effort to make sure that all students make adequate progress, advisors will calculate before conferences throughout year. If the student is not on track to earn at least 7.5 credits for the year, parents will be notified.

To encourage earning of full credit, the following procedures will be set in motion until adequate progress is being made:

- Parents will be notified that their student is behind in credits. In addition, there will be a daily meeting between student and advisor to show evidence of progress and to set goals and criteria for success.
- If adequate progress is not made in two more weeks, a meeting will be held once a week with the student's proposal team.
- If adequate progress is not made in two more weeks, a meeting will be set up for the student and that student's parents with the staff academic planning team in order to discuss progress and set up a plan. A second meeting will be scheduled to see that the plan has been followed.
- If adequate progress is still not made, the staff academic planning team will recommend to the student that they find another educational setting. The student and parent/guardian may appeal to the school board.

III. Credit for prior project work

A student could be given credit for documented time and learning completed in the three months prior to enrollment in ISD 4151 as approved by a project proposal team if the student was not enrolled in any other public or nonpublic school district during those three months. A student that had been enrolled in a district other than ISD 4151 should pursue credit from the enrolling district.

Individual request for credit for a period longer than three months prior to enrollment will be reviewed and denied or approved by the Board of Directors of EOC.

Students participating in the Post Secondary Enrollment Options Program will receive EOC credit proportional to a full load semester at the institution PSEO

credit was received. This credit will be converted to 5 credits per semester at EOC.

III. Academic Eligibility for Extracurricular Activities

In order to be eligible for participation in Minnesota State High School League sanctioned extracurricular activities, student must maintain adequate progress according as outlined in this policy. Students should also meet the requirements of the district they are participating in extracurricular activities.

Adopted: May 11, 2006
Orig. March 2006
Revised: December 2017

EdVisions Off Campus

512 TRANSPORTATION POLICY
512.5 Student Services
512.51 Transportation Services

I. General Statement of Policy.

ISD #4151, through its board of directors shall provide reimbursement (~~of 1/2~~ the federal rate) upon parental request when they have provided transportation for their student to a school-related function, including field trips and parent teacher conferences. This reimbursement should be requested and documented within a reasonable time from the date of the school activity.

512 TRANSPORTATION POLICY
512.5 Student Services
512.51 Transportation Services
512.511 Student Transportation - Regular
512.512 Private Use of Vehicles

I. General Statement of Policy.

The school board recognizes the need for some school employees to use their own automobiles for school purposes occasionally. To safeguard the district, employees, and students in matters of liability, the following policy shall be observed:

1. No student shall drive a private vehicle to another instructional site without parent or guardian's, and the school staff's written approval.
2. Staff members can use their personal vehicles to transport students if the personal vehicle:
 - Is less than 10 years old
 - Has a fire extinguisher
 - Has a first aid kit
 - Has a bodily fluid clean up kit
 - Has triangle reflective flares
 - Does not hold more than 10 people
 - Inspected by the state patrol
 - Under 10,000 GVW
3. School employees are not REQUIRED to use personal vehicles for transportation of students.

4.School employees using their own vehicles for authorized trips out of the district shall be reimbursed at a mileage rate established by the school board.

Adopted: September 11, 2008

EdVisions Off-Campus Policy 518

Revised: December 2017

518 GRADUATION PARTICIPATION

I. PURPOSE

The purpose of this policy is to set forth the provisions that must be followed for students to participate in the school graduation ceremony.

II. REQUIREMENTS

- A. In order to receive a signed diploma from EdVisions Off-Campus (ISD 4151), students must satisfy the requirements of graduation including credits earned, completion of state standard requirements and completion of senior project.
- B. All students will have the opportunity to participate in a graduation ceremony. In order to participate in graduation:
 - i. Students have earned their signed diploma; or
 - ii. Student have completed their senior presentation and obtained approval from their project proposal team to participate.

521 STUDENT DISABILITY NONDISCRIMINATION

I. PURPOSE

The purpose of this policy is to protect disabled students from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973, need special services, accommodations, or programs in order that such learners may receive a free appropriate public education.

II. GENERAL STATEMENT OF POLICY

- A. Disabled students are protected from discrimination on the basis of a disability.
- B. It is the responsibility of the school district to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973, need special services, accommodations, or programs in order that such learners may receive a free appropriate public education.
- C. For this policy, a learner who is protected under Section 504 is one who:
 - 1. has a physical or mental impairment that substantially limits one or more major life activities, including learning; or
 - 2. has a record of such impairment; or
 - 3. is regarded as having such impairment.
- D. Learners may be protected from disability discrimination and be eligible for services, accommodations, or programs under the provisions of Section 504 even though they are not eligible for special education pursuant to the Individuals with Disabilities Education Act.

III. COORDINATOR

Persons who have questions, comments, or complaints should contact Jessica Mockrod regarding grievances or hearing requests regarding disability issues. This person is Edvisions Off-Campus ADA/504 Coordinator.

Legal References: 29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
34 C.F.R. Part 104 (Implementing Regulations)

Cross References: MSBA/MASA Model Policy 402 (Disability Nondiscrimination)

I. Introduction and Responsibilities

Equipment that is purchased with federal funds for student with disabilities must be used to support the education of students with disabilities. Inventory must be kept of these items, and although equipment may transferred between special education students, the inventory must maintain accuracy. EdVisions Off-Campus is responsible for implementing proper management and disposal of equipment.

II. Management of Equipment

The management of equipment includes:

- Assuring that the equipment is used for the project/program for which is was purchase
- Prevent loss, damage, or theft of the equipment
- Maintaining an inventory of any items valued at \$500 or more and has a useful life of more than one year (includes: description, identification, purchase date, initial cost and location of equipment)
- Follows procedures for transfer and disposal of equipment

III. Sale or disposal of Equipment Purchased with Federal Funds

- Equipment may be transferred to a program or project supported by federal funds
- If equipment is no longer needed:
 - If initial cost of equipment was at least \$1,000, a fair market value must be established, and sale arranged. The purchase can be for use in the regular education programs.
 - If the initial purchase was less than \$1,000 the equipment may be sold at fair value or redirected at no cost for other education use at EOC.
- To dispose of equipment with value, EOC must:
 - Get certified market value for equipment
 - Send MDE a check from general funds for cost
 - MDE will put the funds in the federal account for EOC
 - The inventory would be updated to reflect disposal of item
- If the equipment has no value, the equipment may be disposed of
- A record must be kept with date, reason and method of disposal with the inventory for five years after removal from program.

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Resources: Special Education Funding and Data Manual, MCSSEP, April 2005

Edvisions Off-Campus, ISD 4151
Policy 704 Line of Credit
Approved: January 2012
Revised: December 2017

I. Introduction

EdVisions Off Campus is a non profit organization. As such, this policy places restrictions on the maximum amount that the school can have as a Line of Credit with the Bank.

II. Line of Credit use

A Line of Credit will be maintained with the board approved banking facility. This line of credit is to be used in cases in which there is a delay/holdback of payment at the state or federal level that impacts the cash flow of EdVisions Off Campus. The Business Manager maintains the ability to enact the line use of the line of credit. The Business Manager will inform the board at the next regularly scheduled board meeting.

III. Line of Credit Maximum

The line of credit obtained in a fiscal year cannot exceed 2 months' worth of expenses as determined by the board approved budget. (for example if the monthly expenses average \$70,000; the maximum Line of Credit will be \$140,000)

IV. Payoff Line of Credit

The line of credit will be paid within 90 days of use.

IV. Policy Revision

This policy will be reviewed every three years in order to keep in compliance with non profit statutes.