

Regular School Board Meeting

Monday, April 24, 2023 7:00 PM

MS/HS Media Center, 1401 7th St SW, Pipestone, MN 56164

1. Call to Order

2. Pledge of Allegiance

3. Approval of Agenda

3.1. Additions

3.1.1. Letter of Resignation from Alison Olberding, MS Social Teacher (6.7)

4. Public Forum

5. Presentation

6. Consent Agenda

6.1. Approve Minutes of the March 27, 2023 Regular School Board Meeting

6.2. Approve Minutes of the April 10, 2023 Special School Board Meeting

6.3. Approval of Contracts and/or Work Agreements

6.3.1. Matti Boomgaarden, Ag Teacher and Co-FFA Advisor

6.4. Letter of Resignation from Tyler Johnson, MS/HS Art Teacher

6.5. Letter of Resignation from Taylor Heidebrink, 4th Grade Teacher

6.6. Letter of Resignation from Collin Hoppe, HS Social Studies Teacher

6.7. Letter of Resignation from Alison Olberding, MS Social Teacher

7. Financials

7.1. Review of Budget Year-to-Date

7.2. Approve Treasurer's Report for March 2023

7.3. Approve Regular Bills for April 2023

7.4. Approve High School Activity Bills for April 2023

8. Board Forum/Information

8.1. Board Reports and Updates

9. Administrator's Report

9.1. Superintendent's Board Report - Enrollment

9.2. Principal's Board Report

9.3. Director of CTL and Community Education Board
Report

10. Discussion Items

11. Board Action

11.1. First Reading of Policy 203.1 - School
Board Procedures; Rules of Order

11.2. First Reading of Policy 203.6 - Consent
Agendas

11.3. First Reading of Policy 516.5 - Overdose
Medication

11.4. Approve Policies - 304 - Superintendent
Contract, Duties, and Evaluation; 306 -
Administrator Code of Ethics; 424 - License
Status; 502 - Search of Student Lockers, Desks,
Personal Possessions, and Students Person; 505 -
Distribution of Non-School-Sponsored Materials on
School Premises by Students and Employees; 510 -
School Activities; 511 - Student Fundraising; 512
- School Sponsored Student Publications and
Activities; 518 - DNR-DNI Orders; 526 - Hazing
Prohibition; 530 - Immunization Requirements;
551- Activity Academic Ineligibility and
Prohibition; 722 - Public Data Requests; 807 -
Health and Safety; 901 - Community Education; 902
- Use of School District Facilities and
Equipment; 903 - Visitors to School District
Buildings and Sites

11.5. Resolution Approving Gifts to the School

11.6. Resolution Approving Gifts to High School
Activities

11.7. Approve 2023-2024 Calendar

11.8. Lease Agreement with Pipestone Country
Club

12. Adjournment

Minutes of the Regular School Board Meeting

Pipestone Area Schools

A Regular School Board Meeting of the Board of Trustees of Pipestone Area Schools was held Monday, March 27, 2023 beginning at 7:00PM in the MS/HS Media Center.

Members Present: Chairman Brad Carson; Directors Katie Wiese, Chrissy DeBates, Daphne Likness, Mark Hiniker, and Randy Erdman. Absent – Amy Nelson. Also present – Ex-Officio Kevin Enerson, Jacque Kennedy, Melany Wellnitz, Jennifer Moravetz, and Deb Peschon.

Visitors Present: Megan Smith (Zoom presenter), Kyle Kuphal, Natalie Resch, Stephanie Backer, Nancy Stiles, Jamie Fenicle, Carrie Backer, and Jen Zupp.

Call to Order: Chairman Carson called the meeting to order at 7:00PM

Pledge of Allegiance

Approval of Agenda

Additions:

Megan Smith, LETRS/Lexia (5.2):

Resolution Reinstating a School Board Member After a Temporary Vacancy Caused by Illness or Prolonged Absence:

Motion by Wiese, second by DeBates, approved the agenda as presented. Motion carried unanimously.

Public Forum: None.

Presentation

Natalie Resch, State FFA Convention: Resch asked permission for an overnight trip to attend the State FFA Convention along with thirty-five students leaving on April 23 and returning on April 25. She also asked for the district to pay for hotel rooms, transportation, and a substitute teacher totaling \$6,020. Motion by Erdman, second by DeBates, approved the request. Motion carried unanimously.

Megan Smith, LETRS/Lexia: Smith presented an overview of the LETRS (Language Essentials for Teachers of Reading and Spelling) reading program that the elementary and administration are currently being trained in.

Consent Agenda

Approve Minutes of the Regular School Board Meeting of February 27, 2023:

Approve Minutes of the Work Session Meeting of March 13, 2023:

Approve Minutes of the Special School Board Meeting of March 15, 2023:

Approve New Subs to the District: Wendy Walsh, teacher and para sub.

Motion by Erdman, second by Wiese, approved all items in the Consent Agenda. Motion carried unanimously.

Financials

Review of Budget Year-to-Date: The budget year-to-date shows expenditures as of March 22, 2023 at \$10,153,634.10 or 63%. This is non-action.

Approve Treasurer's Report for February: The treasurer's report for month ended February 28, 2023 has a cash balance of \$8,182,732.58. Motion by Erdman, second by Hiniker, approved the treasurer's report. Motion carried unanimously.

Approve Regular Bills for March: Bills paid through March 22, 2023 totaled \$467,562.06. Motion by Erdman, second by Likness, approved payment of the regular monthly bills. Motion carried unanimously.

Approve High School Activity Bills for March: High School Activity bills paid through March 20, 2023 totaled \$12,321.96. Motion by DeBates, second by Wiese, approved payment of the high school activity bills. Motion carried unanimously.

Board Forum/Information

Board Reports and Updates:

At the Work Session meeting, the board approved working with Kraus Anderson as the initial partner to help with the planning of the bond project. Architect and project engineers will come on later. Carson reported on the superintendent search explaining the process and timeline. The Calendar Committee met with administration and teachers to review the calendar for the 2023-2024 school year. Two calendars will be presented later in the

meeting for discussion. Mr. Enerson and Erdman attended a negotiation seminar in person at St. Cloud, with Carson and Likness doing the seminar online.

Administrator's Report

Superintendent's Board Report – Enrollment: March enrollment is 1098. Enerson reported there are bills in the legislature that are being proposed that interfere with district managerial rights. He feels districts should negotiate for themselves and not have St. Paul do it for them. Enerson attended Day at the Capitol, and has emailed the local legislators. He encouraged board members to email the local legislators as well.

Principal's Board Report: Moravetz reported on the results from Jump Rope for Heart which raised over \$5000, 2nd and 3rd grade concert last week, and kindergarten round-up held on March 23 and 24. The quarter ended last week and grades will be going out this week. On Friday they will be having the PBIS end of the quarter party starting with the On-Target Arrow parade, and 3rd quarter party with a game day. The elementary also had a virtual author visit which spent an hour with each grade level. Dr. Strasser is an officer with MASSP, which is a statewide principals association and he attending an advocacy tour in Washington, D.C.

Director of CTL and Community Education Board Report: Wellnitz reported on the training progress of LETRS, the ACT test will be held on April 14 and the Armory, and MCA test prep. In Community Ed, the cribbage class wrapped up March 6, and on Saturday there was a cupcake baking class. Wellnitz encourages anyone who has a talent, skill, or passion to put together a class proposal and work with her to create a class for Community Education.

Discussion Items

First Reading of the 2023-2024 School Calendar: Two different calendars were presented to review and discuss. The Calendar Committee met with administration and teachers for input on the calendars.

Board Action

Resolution Approving Gifts to the School:

Resolution for Acceptance of Gifts

Member Wiese introduced the following resolution and moved its adoption:

WHEREAS

• Christ the King Lutheran Church, Donation of \$100.00 to the Wellness Room has generously offered to donate the above items listed to Pipestone Area School District.

WHEREAS no conditions are placed on the gift.

THEREFORE, BE IT RESOLVED by the Pipestone Area School Board to gratefully accept the gifts.

The motion for adoption of the foregoing resolution was duly seconded by Member Erdman and upon vote being taken thereon, the following voted in favor thereof: Wiese, DeBates, Carson, Erdman, Hiniker, and Likness. and the following voted against the same: None

The foregoing resolution was approved this 27th day of March, 2023.

Resolution Approving Gifts to High School Activities:

Resolution for Acceptance of Gifts

Member DeBates introduced the following resolution and moved its adoption:

WHEREAS

- Wilson Manufacturing, Donation of \$2,500.00 to Robotics
- Sweet Township Mutual Fire Insurance Co., Donation of \$50.00 to Robotics
- Dahl Motors, LLC., Donation of \$100.00 to Robotics
- First State Bank Southwest, Donation of \$200.00 to Robotics
- John Hoffman, DBA – Hoffman Trucking Co., Donation of \$200.00 to Robotics

have generously offered to donate the above items listed to High School Activities.

WHEREAS no conditions are placed on the gifts.

THEREFORE, BE IT RESOLVED by the Pipestone Area School Board to gratefully accept the gifts.

The motion for adoption of the foregoing resolution was duly seconded by Member Likness and upon vote being taken thereon, the following voted in favor thereof: Wiese, DeBates, Carson, Erdman, Hiniker, and Likness. and the following voted against the same: None

The foregoing resolution was approved this 27th day of March, 2023.

Approve Recommendation for Seniors Last Day of School: Dr. Strasser recommended the seniors last day of school to be Tuesday, May 23. Motion by Hiniker, second by DeBates, approved the recommendation. Motion carried unanimously.

2022-2023 Calendar: One snow day remains to be made up before the end of the school year. A suggestion was made to reduce student days from 174 to 173, with staff days remaining the same at 181. Enerson stated an amended calendar will be presented in June.

Approve 2023-2024 Contracts with SWWC Service Cooperative: Motion by Likness, second by Wiese, approved the contracts with SWWC Service Cooperative for 2023-2024 for \$966,955.52. Motion carried 5-0-1 with Erdman abstaining. Motion carried.

Approve Admin Budget Recommendations: Motion by DeBates, second by Wiese, approved the administrative budget recommendations for 2023-2024. Motion carried unanimously.

Resolution Reinstating a School Board Member After a Temporary Vacancy Caused by Illness or Prolonged Absence:

Resolution Reinstating a School Board Member After a Temporary Vacancy Caused by Illness or Prolonged Absence

WHEREAS, in a resolution adopted ON December 19, 2022, the School Board declared that a vacancy exists on the School Board due to illness or prolonged absence from the district by School Board member Lance Oye; and

WHEREAS, Pursuant to Minnesota Statute 123B.09, subd. 4, Amy Nelson was appointed to fill the vacancy and to serve the remainder of the unexpired term of said School Board member, or until said School Board member was again able to resume duties as a member of the school board, whichever date was earliest; and

WHEREAS, on March 22, 2023, school board member Lance Oye notified the school board of his ability to resume duties as a member of the School Board.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 2689, State of Minnesota, as follows:

The School Board hereby determines and declares that Lance Oye is again a member of the School Board, with a term expiring the first Monday of January, 2025. The reinstatement of said School Board member shall have immediate effect upon the adoption of this resolution.

The School Board further determines and declares that the appointment of Amy Nelson to serve in the absence of the aforementioned school board member is hereby terminated with immediate effect. The School Board extends sincere thanks to Amy Nelson for her service as a member of the School Board.

Motion by Erdman, second by DeBates approved adopting the Resolution as of the 27th day of March, 2023. Motion carried unanimously.

Adjournment

Motion by Wiese, second by Erdman, to adjourn the meeting (8:36PM). Motion carried unanimously.

/s/ Brad Carson
Brad Carson, Chairman

/s/ Katie Wiese
Katie Wiese, Clerk

Approved and dated by the board April 24, 2023.
Submitted, Deb Peschon

ISD #2689 School Board

March 27, 2023

SUMMARY OF MINUTES OF THE REGULAR SCHOOL BOARD MEETING OF INDEPENDENT SCHOOL DISTRICT #2689, PIPESTONE COUNTY, PIPESTONE, MINNESOTA

A regular meeting of the School Board, ISD #2689, was held in the MS/HS Media Center on March 27, 2023 at 7:00 p.m. The following members were present: Katie Wiese, Chrissy DeBates, Daphne Likness, Mark Hiniker, Randy Erdman, and Brad Carson. Absent – Amy Nelson. Also present – Ex-Officio Kevin Enerson, Jacque Kennedy, Melany Wellnitz, Jennifer Moravetz, Deb Peschon, Megan Smith (Zoom), Kyle Kuphal, Natalie Resch, Stephanie Backer, Nancy Stiles, Jamie Fenicle, Carrie Backer, and Jen Zupp.

Chairman Carson called the meeting to order. Motion by Wiese, second by DeBates, to approved the agenda as presented. Motion carried unanimously. Public Forum – None. Presentation – Megan Smith gave a presentation on LETRS/Lexia (Language Essentials for Teachers of Reading and Spelling) and Natalie Resch asked permission for an overnight trip to attend the State FFA Convention along with thirty-five students leaving on April 23 and returning on April 25. She also asked for the district to pay for hotel rooms, transportation, and a substitute teacher totaling \$6,020. Motion by Erdman, second by DeBates, approved the request. Motion carried unanimously. Motion by Erdman, second by Wiese, approved all items in the Consent Agenda. Motion carried unanimously. Items approved were minutes of the regular school board meeting of February 27, 2023; minutes of the work session meeting of March 13, 2023; minutes of the special school board meeting of March 15, 2023, and Wendy Walsh as a teacher and para sub.

Financials - The budget year-to-date shows expenditures as of March 22, 2023 at \$10,153,634.10 or 63%. This is non-action. The treasurer's report for month ended February 28, 2023 has a cash balance of \$8,182,732.58. Motion by Erdman, second by Hiniker, approved the treasurer's report. Motion carried unanimously. Regular bills paid through March 22, 2023 totaled \$467,562.06. Motion by Erdman, second by Likness, approved payment of the regular monthly bills. Motion carried unanimously. High School Activity bills paid through March 20, 2023 totaled \$12,321.96. Motion by DeBates, second by Wiese, approved payment of the high school activity bills. Motion carried unanimously.

Board and Administrative reports were given. March enrollment is 1098. Discussion Items - Two different calendars for 23-24 school year were presented to review and discuss. The Calendar Committee met with administration and teachers for input on the calendars.

Board Action – Resolution Approving Gifts to the School – Christ the King Lutheran, \$100.00 to the wellness room. Motion by Wiese, second by Erdman, approved the gift to the school. Motion carried unanimously. Resolution Approving Gifts to High School Activities – Wilson Manufacturing, \$2,500.00 to Robotics; Sweet Township Mutual Fire Insurance Co.; \$50.00 to Robotics; Dahl Motors, LLC., \$100.00 to Robotics; First State Bank Southwest, \$200.00 to Robotics; and John Hoffman, DBA – Hoffman Trucking Co., \$200.00 to Robotics. Motion by DeBates, second by Likness, approved the gifts to high school activities. Motion carried unanimously.

Dr. Strasser recommended the seniors last day of school to be Tuesday, May 23. Motion by Hiniker, second by DeBates, approved the recommendation. Motion carried unanimously. One snow day remains to be made up before the end of the 22-23 school year. A suggestion was made to reduce student days from 174 to 173, with staff days remaining the same at 181. Enerson stated an amended calendar will be presented in June. Motion by Likness, second by Wiese, approved the contracts with SWWC Service Cooperative for 2023-2024 for \$966,955.52. Motion carried 5-0-1 with Erdman abstaining. Motion carried. Motion by DeBates, second by Wiese, approved the administrative budget recommendations for 2023-2024. Motion carried unanimously.

Resolution Reinstating a School Board Member After a Temporary Vacancy Caused by Illness or Prolonged Absence

WHEREAS, in a resolution adopted ON December 19, 2022, the School Board declared that a vacancy exists on the School Board due to illness or prolonged absence from the district by School Board member Lance Oye; and

WHEREAS, Pursuant to Minnesota Statute 123B.09, subd. 4, Amy Nelson was appointed to fill the vacancy and to serve the remainder of the unexpired term of said School Board member, or until said School Board member was again able to resume duties as a member of the school board, whichever date was earliest; and

WHEREAS, on March 22, 2023, school board member Lance Oye notified the school board of his ability to resume duties as a member of the School Board.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 2689, State of Minnesota, as follows:

The School Board hereby determines and declares that Lance Oye is again a member of the School Board, with a term expiring the first Monday of January, 2025. The reinstatement of said School Board member shall have immediate effect upon the adoption of this resolution.

The School Board further determines and declares that the appointment of Amy Nelson to serve in the absence of the aforementioned school board member is hereby terminated with immediate effect. The School Board extends sincere thanks to Amy Nelson for her service as a member of the School Board.

Motion by Erdman, second by DeBates approved adopting the Resolution as of the 27th day of March, 2023. Motion carried unanimously. Adjourn – Motion by Wiese, second by Erdman, to adjourn the meeting (8:36PM).

Dated: March 27, 2023. Approved and dated by the board April 24, 2023.

Deb Peschon, Recording Secretary

A full text of the minutes is available for public inspection in the District Office of Pipestone Area Schools or by mail.

A full copy of the resolutions approving gifts are available upon request.

Minutes of the Special School Board Meeting

Pipestone Area Schools

A Special School Board Meeting of the Board of Trustees of Pipestone Area Schools was held Monday, April 10, 2023 beginning at 7:00PM in Conference Room 1148, MS/HS.

Members Present: Chairman Brad Carson; Directors Katie Wiese, Chrissy DeBates, Daphne Likness, Mark Hiniker, and Randy Erdman. Absent – Lance Oye. Also present – Deb Peschon.

Visitors Present: Lee Warne, Kyle Kuphal, and Nancy Stiles.

Call Meeting to Order: Chairman Carson called the meeting to order at 7:00PM.

Pledge of Allegiance

Approval of Agenda: Motion by Erdman, second by DeBates, approved the agenda as presented. Motion carried unanimously.

Review Stakeholder Input Information: Lee Warne reviewed the survey results with the board.

Review Superintendent Search Timeline and Process: Discussed and will be updated when number of applicants to be interview is decided.

Review and Discuss Protocol and Process for Superintendent Position Interviews: Lee Warne reviewed relevant laws, non-discrimination laws, and other items for the interview process.

Develop First Round Interview Questions, Interview Schedule, and Interview Procedures: An interview schedule will be determined at the next meeting as the board will know how many candidates there are. Warne will work with Erdman on interview questions and Carson will do reference checks on candidates.

Discuss, Decide, and Schedule the Steps Necessary for the Rest of the Hiring Process: MSBA's process gives school boards three (3) options for including stakeholders in their finalist interviews. Motion by Wiese, second by Erdman, to go with option 1. Motion carried unanimously. (Option 1.) Rely on the Stakeholder Summary Report to represent stakeholder voices throughout the interview process. MSBA reviews this report with the Board during interview training, and due to the strength of the report boards will often choose to use this document for reference throughout. No other stakeholder input is gathered as part of the interview process.

Adjournment

Motion by Wiese, second by DeBates, to adjourn the meeting (8:20PM). Motion carried unanimously.

/s/ Brad Carson
Brad Carson, Chairman

/s/ Katie Wiese
Katie Wiese, Clerk

Approved and dated by the board April 24, 2023.
Submitted, Deb Peschon

ISD #2689 School Board

April 10, 2023

SUMMARY OF MINUTES OF THE SPECIAL SCHOOL BOARD MEETING OF INDEPENDENT SCHOOL DISTRICT #2689, PIPESTONE COUNTY, PIPESTONE, MINNESOTA

A special meeting of the School Board, ISD #2689, was held in Conference Room 1148, MS/HS on April 10, 2023 at 7:00 p.m. The following members were present: Katie Wiese, Chrissy DeBates, Daphne Likness, Mark Hiniker, Randy Erdman, and Brad Carson. Absent – Lance Oye. Also present – Deb Peschon, Lee Warne, Kyle Kuphal, and Nancy Stiles. Chairman Carson called the meeting to order. The Pledge of Allegiance was recited. Motion by Erdman, second by DeBates, to approved the agenda as presented. Motion carried unanimously. Warne reviewed the stakeholder survey results with the board. The timeline and process for the superintendent search was discussed and will be updated when number of applicants to be interviewed is decided. Warne reviewed relevant laws, non-discrimination laws, and other items for the interview process. An interview schedule will be determined at the next meeting as the board will know how many candidates there are. MSBA’s process gives school boards three (3) options for including stakeholders in their finalist interviews. Motion by Wiese, second by Erdman, to go with option 1. Motion carried unanimously. (Option 1.) Rely on the Stakeholder Summary Report to represent stakeholder voices throughout the interview process. MSBA reviews this report with the Board during interview training, and due to the strength of the report boards will often choose to use this document for reference throughout. No other stakeholder input is gathered as part of the interview process
Adjourn - Motion by Wiese, second by DeBates, to adjourn the meeting (8:20PM). Motion carried unanimously.

Dated: April 10, 2023. Approved and dated by the board April 24, 2023.

Deb Peschon, Recording Secretary

A full text of the minutes is available for public inspection in the District Office of Pipestone Area Schools or by mail.

Budget Presentation to the Board					
Expenditures as of 4/20/2023		FY2023			
General Fund				4/20/2023	Year to
Classification	Code	FY2023REVISED	Year to Date	Date	%
Administrative Salaries	110	\$544,435.00	\$447,891.98		82%
Teacher Salaries	140	\$4,778,302.00	\$3,114,831.76		65%
Non-Licensed Classroom Personnel	141	\$195,908.00	\$78,339.88		40%
Licensed Instructional Support Personnel	143	\$61,450.00	\$37,116.64		60%
Non-Licensed Instructional Support Personnel	144	\$23,688.00	\$0.00		0%
Substitute Salaries	145	\$100,000.00	\$95,418.78		95%
Substitute Non-Licensed Classroom Salaries	146	\$40,000.00	\$21,486.64		54%
Language Pathologist	152	\$77,333.00	\$51,555.36		67%
School Nurse	154	\$98,150.00	\$63,862.58		65%
School Social Worker	156	\$48,556.00	\$32,370.16		67%
Certified Paraprofessional	161	\$528,963.00	\$327,120.28		62%
Certified One-to-One Paraprofessional	162	\$252,567.00	\$155,271.43		61%
School Counselor	165	\$119,046.00	\$78,181.28		66%
Non-Instructional Support	170	\$783,345.00	\$576,150.39		74%
DAPE Specialist	174	\$0.00	\$0.00		#DIV/0!
Other Salary Payment	185	\$530,607.00	\$317,001.79		60%
Severance	191	\$18,593.00	\$5,324.78		29%
Third Party Pay Expense Salaries	195	\$0.00	\$0.00		#DIV/0!
FICA	210	\$624,314.00	\$397,893.17		64%
PERA	214	\$141,295.00	\$89,157.51		63%
TRA	218	\$532,507.00	\$344,704.01		65%
Health Insurance	220	\$600,404.00	\$404,390.54		67%
Life Insurance	230	\$5,227.00	\$3,789.23		72%
Dental Insurance	235	\$1,127.00	\$807.64		72%
Long Term Disability	240	\$336.00	\$280.20		83%
TSA Match	250	\$101,294.00	\$62,419.21		62%
Employer Sponsored HSA's	251	\$162,669.00	\$131,384.20		81%
Workmens Comp	270	\$45,397.00	\$28,783.41		63%
Unemployment Compensation	280	\$30,000.00	\$23,560.66		79%
Other Post-Employment Benefits	291	\$39,695.00	\$39,695.00		100%
Third Party Pay Benefits	295	\$0.00	\$0.00		#DIV/0!
Total Salaries and Fringe		\$10,485,208.00	\$6,928,788.51		66%
Other Employee Benefits	299	\$0.00	\$0.00		#DIV/0!
Fed Sub Awards Under \$25,000	303	\$23,517.00	\$15,300.00		65%
Fed Sub Awards Over \$25,000	304	\$3,000.00	\$0.00		0%
Consulting and Servicing Fees	305	\$207,017.00	\$114,441.18		55%
School Resource Officer	310	\$47,200.00	\$24,249.00		51%
Services Purchased from Coop	316	\$155,005.00	\$98,072.20		63%
Computer and Technology Services	319	\$0.00	\$0.00		#DIV/0!
Communications/Phone	320	\$42,482.00	\$21,216.51		50%
Postage and Express	329	\$9,550.00	\$5,552.40		58%
Utility Services	330	\$283,172.00	\$200,547.35		71%
Short Term Rentals	335	\$18,710.00	\$7,625.00		41%
Property Insurance	340	\$132,559.00	\$132,559.41		100%
Repairs and Maintenance	350	\$161,615.00	\$143,805.27		89%
Transportation	360	\$1,141,069.00	\$877,774.28		77%
Travel	366	\$187,902.00	\$137,838.96		73%
Entry Fees/Student Travel	369	\$52,470.00	\$27,254.76		52%
Rentals and Leases	370	\$0.00	\$0.00		#DIV/0!
Mental Health Professional Services	379	\$18,000.00	\$3,375.00		19%
Short Term Lease	380	\$60,000.00	\$46,662.17		78%
Third Party Reimbursement Services	385	\$0.00	\$0.00		0%
To Other MN School Districts	390	\$61,224.00	\$35,693.00		58%
To Out of State Districts	392	\$48,476.00	\$9,709.20		20%
Special Ed Contracted Services	393	\$155,372.00	\$56,969.35		37%
To Non-Ed Agency	394	\$345,209.00	\$255,987.95		74%
Spec Ed Salary Purchased from Co-op	396	\$384,693.00	\$294,530.66		77%
Spec Ed Benefits Purchased from Co-op	397	\$10,875.00	\$10,152.19		93%
Charge Back	398	\$0.00	\$0.00		0%
General Supplies	401	\$162,494.00	\$161,244.31		99%
Non instructional Computer Software	405	\$59,053.00	\$57,804.39		98%
Instructional Software License	406	\$96,052.00	\$73,757.42		77%
Instructional Supplies	430	\$191,433.00	\$88,887.08		46%
Individualized Materials	433	\$39,163.00	\$26,962.70		69%
Fuel for Buildings	440	\$63,000.00	\$62,498.01		99%
Noninstructional Tech Supplies	455	\$23,405.00	\$18,723.91		80%
Instructional Tech Supplies	456	\$3,704.00	\$2,471.10		67%
Textbooks/Workbooks	460	\$160,074.00	\$143,857.52		90%
Standardized Tests	461	\$1,074.00	\$809.40		75%
Non-Instructional Tech Devices	465	\$55,838.00	\$54,964.52		98%
Instructional Technology Devices	466	\$236,284.00	\$234,933.35		99%
Library Books	470	\$17,800.00	\$12,739.41		72%
Audio Visual Aids	480	\$0.00	\$0.00		0%
Electronic Format	485	\$4,000.00	\$0.00		0%
Capital Non-Instruction Tech Software	505	\$8,500.00	\$8,500.00		100%
Site or Grounds Acquisition	510	\$50,000.00	\$49,942.00		100%
Building Acquisition and Construction	520	\$396,190.00	\$345,756.46		87%
Equipment Purchased	530	\$290,620.00	\$285,071.76		98%
Special Education Equipment	533	\$0.00	\$0.00		#DIV/0!
Eligible Pupil Transportation	548	\$90,000.00	\$0.00		0%
Vehicles Purchased	550	\$54,000.00	\$53,877.60		100%
Non-Instructional Technology Hardware	555	\$13,041.00	\$8,333.65		64%
Capitalized Instructional Technology Hardware	556	\$0.00	\$0.00		#DIV/0!
Principal on Capital Lease	580	\$77,000.00	\$77,000.00		100%
Interest on Capital Lease	581	\$14,632.00	\$14,631.75		100%
Dues and Memberships	820	\$18,888.00	\$18,851.66		100%
Taxes and Special Assessments	896	\$5,500.00	\$709.00		13%
Affordable Care Act Penalties	897	\$12,546.00	\$12,545.13		100%
Miscellaneous Other Expenses	899	\$2,000.00	\$581.00		29%
Contingency		\$63,440.00	\$0.00		0%
Total		\$16,244,056.00	\$11,263,557.48		69%
The prior year to date percentage was 71%					

INDEPENDENT SCHOOL DISTRICT NO. 2689								
PIPESTONE AREA SCHOOLS								
TREASURER'S REPORT TO SCHOOL BOARD								
FOR THE MONTH ENDED MARCH 31, 2023								
FUNDS	FUND NUMBER	CASH BALANCE			CASH BALANCE		CASH BALANCE	CASH BALANCE
		BEGINNING OF MONTH	NET CASH ACTIVITY	END OF MONTH	ADJUSTMENTS	END OF MONTH FY23	END OF MONTH FY22	
GENERAL FUND	01,03,05	\$6,420,079.49	\$269,971.13	\$6,690,050.62		\$6,690,050.62	\$5,963,782.98	
FOOD SERVICE FUND	02	\$819,779.94	\$1,461.19	\$821,241.13		\$821,241.13	\$541,136.00	
COMMUNITY SERVICE FUND	04	\$484,460.94	\$29,306.81	\$513,767.75		\$513,767.75	\$402,838.20	
TOTAL OPERATING FUNDS		\$7,724,320.37	\$300,739.13	\$8,025,059.50		\$8,025,059.50	\$6,907,757.18	
BUILDING FUND	06	\$0.00	\$0.00	\$0.00		\$0.00	\$27,320.18	
DEBT SERVICE FUND	07	\$458,067.21	\$0.00	\$458,067.21		\$458,067.21	\$601,793.27	
AGENCY FUND	09	\$345.00	\$0.00	\$345.00		\$345.00	\$345.00	
CERTIFICATES OF DEPOSIT		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
TOTAL		\$8,182,732.58	\$300,739.13	\$8,483,471.71	\$0.00	\$8,483,471.71	\$7,537,215.63	
RECONCILEMENT OF TREASURE'S BALANCE WITH BANKS								
DESCRIPTION	ACCOUNT NUMBER	CURRENT RATE OF INTEREST	BALANCE PER BANK STATEMENT	OUTSTANDING CHECKS	OUTSTANDING DEPOSITS	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS	BALANCE PER TREASURER'S BOOKS
FIRST NATIONAL BANK-PAYROLL	200563	0.05%	\$167,586.72	(\$153.85)	\$0.00	\$0.00	\$167,432.87	\$148,481.35
FIRST NATIONAL BANK-MM	808263	0.10%	\$489,586.28	\$0.00	\$0.00	\$0.00	\$489,586.28	\$1,537,823.54
FIRST F&M	4534150062	0.20%	\$665,312.91	(\$121,836.92)	\$1,860.86	\$0.00	\$545,336.85	\$674,924.83
MNTrust	6770	4.64%	\$5,059,258.76	\$0.00	\$0.00	\$0.00	\$5,059,258.76	\$4,677,137.22
TOTAL			\$6,381,744.67	(\$121,990.77)	\$1,860.86	\$0.00	\$6,261,614.76	\$7,038,366.94
CERTIFICATES OF DEPOSIT	CD #	Date Purchased	Maturity Date	Maturity Period	Interest Rate		Dollar Amount	Dollar Amount
MNTrust Full Flex		10/1/2022	10/31/2022		4.85%		\$513,302.95	
Goldman Sachs Bank	48283-1	5/5/2021	5/5/2023	24 Months	0.100%		\$249,248.69	
Western Alliance Bank, CA	1346322-1	2/1/2023	1/31/2024	12 Months	4.745%		\$238,600.00	
ServisFirst Bank, FL	1346321-1	2/1/2023	1/31/2024	12 Months	4.771%		\$238,550.00	
Greenstate Credit Union, IA	1346323-1	2/1/2023	7/31/2024	18 Months	4.495%		\$234,150.00	
Amer Natl BK/FX Cities	58664-1	2/24/2023	8/23/2024	18 Months	4.420%		\$249,647.62	
Fist United Bank and Trust	58665-1	2/8/2023	2/10/2025	24 MOnths	4.360%		\$248,666.44	
Veritx Community Bank NA	58635-1	2/13/2023	2/13/2025	24 Months	4.355%		\$249,691.25	
Total							\$2,221,856.95	\$498,848.69
Grand Total							\$8,483,471.71	\$7,537,215.63
						Signed	Jacque Kennedy	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	66543	8402		LEGALSHIELD		Check		
				B 01	215 037	LGL-ID		\$495.60	
				B 01	215 039	LGL-IDONLY		\$56.85	
	PO#:	Voucher #:	94171	Invoice	Invoice No: M2023090	3/20/2023	Paid Amt:	\$552.45	
							Check Amount:	\$552.45	
2689	FIN	66544	9983		MICHAEL HODGEN		Check		
				B 01	215 029	Child Support		\$547.52	
	PO#:	Voucher #:	94178	Invoice	Invoice No: M2023090	3/20/2023	Paid Amt:	\$547.52	
							Check Amount:	\$547.52	
2689	FIN	66545	6424		PAESP		Check		
				B 01	215 043	PAE Supp Prof Dues		\$1,276.94	
	PO#:	Voucher #:	94172	Invoice	Invoice No: M2023090	3/20/2023	Paid Amt:	\$1,276.94	
							Check Amount:	\$1,276.94	
2689	FIN	66546	01253		PJE		Check		
				B 01	215 040	Pipestone Ed. Assoc. Dues		\$6,417.45	
	PO#:	Voucher #:	94174	Invoice	Invoice No: M2023090	3/20/2023	Paid Amt:	\$6,417.45	
							Check Amount:	\$6,417.45	
2689	FIN	66547	5249		VISA		Check		
				E 01	005 605 150 000 350	Repair&maint Service		\$322.69	
				E 01	005 605 150 000 350	Repair&maint Service		\$39.00	
				E 01	005 605 150 000 350	Repair&maint Service		\$39.00	
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$252.21	
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$96.16	
				E 01	300 211 172 000 466	NonInstructional Tech Supplies		\$128.22	
				E 01	005 605 150 000 350	Repair&maint Service		\$9.62	
				E 01	005 605 150 000 350	Repair&maint Service		\$49.00	
				E 01	005 605 150 000 350	Repair&maint Service		\$188.10	
				E 01	005 605 150 000 401	General Supplies		\$7.99	
	PO#:	Voucher #:	94179	Invoice	Invoice No: 5512	3/21/2023	Paid Amt:	\$1,131.99	
							Check Amount:	\$1,131.99	
2689	FIN	66548	5249		VISA		Check		
				E 04	005 249 000 321 366	Travel, DR. ED		\$39.72	
	PO#:	Voucher #:	94180	Invoice	Invoice No: 9913	3/21/2023	Paid Amt:	\$39.72	
							Check Amount:	\$39.72	
2689	FIN	66549	5782		CENTERPOINT ENERGY		Check		
				E 01	300 810 000 000 440	Fuel For Buildings, FEB. 2023		\$11,865.57	
	PO#:	Voucher #:	94182	Invoice	Invoice No: 8000015159-9	3/21/2023	Paid Amt:	\$11,865.57	
							Check Amount:	\$11,865.57	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	66550	10138		HEALTH PARTNERS		Check
				B 01	215 030	Health Insurance April Coverage Inv # 119620	\$67,582.60
	PO#:	Voucher #:	94183	Invoice	Invoice No: M2023090	3/20/2023	Paid Amt: \$67,582.60
							Check Amount: \$67,582.60
2689	FIN	66551	01252		NCPERS Group Life Ins		Check
				B 01	215 034	UNIT NUMBER: 203411	\$48.00
	PO#:	Voucher #:	94184	Invoice	Invoice No: M2023090	3/20/2023	Paid Amt: \$48.00
							Check Amount: \$48.00
2689	FIN	66552	7348		Madison National Life		Check
				B 01	215 032	Employer Life	\$445.52
				B 01	215 033	Supplemental Life	\$143.50
				B 01	215 031	LTD	\$689.66
	PO#:	Voucher #:	94185	Invoice	Invoice No: M2023090	3/20/2023	Paid Amt: \$1,278.68
							Check Amount: \$1,278.68
2689	FIN	66553	10212		METROPOLITAN LIFE INSURANCE COMPANY		Check
				B 01	215 044	Dental Insurance April Coverage	\$3,054.44
	PO#:	Voucher #:	94186	Invoice	Invoice No: M2023090	3/20/2023	Paid Amt: \$3,054.44
							Check Amount: \$3,054.44
2689	FIN	66554	4054		PIPESTONE KIWANIS CLUB		Check
				E 01	005 640 173 316 366	Curriculum Staff Development	\$80.00
	PO#:	Voucher #:	94187	Invoice	Invoice No: 03/21/2023	3/21/2023	Paid Amt: \$80.00
							Check Amount: \$80.00
2689	FIN	66555	7068		AMERITAS LIFE INSURANCE CORP.		Check
				B 01	215 045	AMERITAS Vision Insurance March Coverage	\$795.36
	PO#:	Voucher #:	94189	Invoice	Invoice No: M2023090	3/20/2023	Paid Amt: \$795.36
							Check Amount: \$795.36
2689	FIN	66556	5249		VISA		Check
				E 01	300 420 000 740 369	Entry Fees/Student Travel	\$22.82
				E 01	100 640 171 316 366	Travel	\$32.18
				E 01	005 296 205 000 369	Entry Fees/Student Travel	\$12.50
				E 01	005 296 205 000 369	Entry Fees/Student Travel	\$67.25
				E 01	005 296 205 000 369	Entry Fees/Student Travel	\$40.10
				E 01	300 361 442 000 369	Travel Robotics Students	\$69.25
				E 01	300 361 442 000 369	Travel Robotics Students	\$72.00
				E 01	300 361 442 000 369	Travel Robotics Students	\$62.50
				E 01	300 361 442 000 369	Travel Robotics Students	\$78.00
				E 01	300 301 501 000 369	Entry Fees/Student Travel	\$23.92
				E 01	300 294 201 000 366	Travel	\$61.17

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	66556	5249		VISA		Check
				E 01	300 361 442 000 369	Travel Robotics Students	\$42.78
				E 01	300 361 442 000 369	Travel Robotics Students	\$41.18
				E 01	300 361 442 000 369	Travel Robotics Students	\$51.72
				E 01	207 640 173 316 366	Travel	\$32.15
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$67.82
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$54.99
				E 01	005 810 000 000 350	Repair&maint Service	\$11.00
				E 01	005 640 173 316 366	Curriculum Staff Development	\$25.16
				E 01	005 640 173 316 366	Curriculum Staff Development	\$74.75
				E 01	300 640 172 316 366	MS/HS Staff Development	\$20.44
				E 01	300 296 201 000 366	Travel - GB	\$20.78
				E 01	300 292 000 000 366	Travel	\$21.00
				E 01	300 292 000 000 366	Travel	\$11.35
				E 01	300 294 201 000 366	Travel	\$22.99
				E 01	300 361 442 000 369	Travel Robotics Students	\$11.77
				E 01	300 361 442 000 369	Travel Robotics Students	\$68.04
				E 01	300 361 442 000 369	Travel Robotics Students	\$71.54
PO#:	Voucher #:	94188	Invoice	Invoice No:	9871	3/23/2023	Paid Amt: \$1,191.15
							Check Amount: \$1,191.15
2689	FIN	66557	5249		VISA		Check
				E 01	005 640 173 316 366	Curriculum Staff Development	\$229.36
				E 01	005 640 173 316 366	Curriculum Staff Development	\$60.00
				E 01	005 640 173 316 366	Curriculum Staff Development	\$88.00
				E 01	005 640 173 316 366	Curriculum Staff Development	\$80.00
				E 01	300 640 172 316 366	MS/HS Staff Development	\$310.00
				E 01	005 296 205 000 369	Entry Fees/Student Travel	\$74.80
				E 01	005 296 205 000 369	Entry Fees/Student Travel	\$12.24
				E 01	005 296 205 000 369	Entry Fees/Student Travel	\$32.31
				E 01	005 296 205 000 369	Entry Fees/Student Travel	\$37.74
				E 01	005 296 205 000 369	Entry Fees/Student Travel	\$99.00
				E 01	005 296 205 000 369	Entry Fees/Student Travel	\$65.81
				E 01	005 296 205 000 369	Entry Fees/Student Travel	\$40.13
				E 01	005 296 205 000 369	Entry Fees/Student Travel	\$933.98
				E 01	300 301 173 830 433	Individualized Mat.	\$32.00
				E 01	207 256 173 000 406	Instructional Software License	\$11.50
				E 01	207 260 173 000 406	Instructional Software License	\$12.50
				E 01	103 216 000 401 401	General Supplies	\$28.90
				E 01	005 640 173 316 366	Curriculum Staff Development	\$329.36

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	66557	5249		VISA		Check
				E 01	300 256 173 000 406	Curriculum Staff Development	\$11.50
				E 01	300 292 000 000 401	General Supplies	\$10.68
				E 01	300 296 201 000 366	Travel - GB	\$30.38
				E 01	300 294 201 000 401	General Supplies	\$51.67
				E 01	300 296 201 000 401	General Supplies	\$51.67
				E 01	300 292 000 000 366	Travel	\$18.29
				E 01	300 296 205 000 401	General Supplies	\$51.25
				E 01	300 710 305 000 401	General Supplies	\$73.92
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$120.40
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$244.18
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$83.22
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$156.00
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$20.00
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$20.00
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$64.53
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$30.00
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$30.00
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$853.55
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$803.52
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$640.20
				E 01	300 294 210 000 369	Entry Fees/Student Travel	\$10.00
				E 01	005 810 000 000 401	Supplies	\$22.49
				E 01	207 361 849 000 430	Instructional Supply	\$297.98
				E 01	300 331 172 830 433	Individualized Mat.	\$148.66
				E 01	300 361 849 000 401	General Supplies	\$171.60
				E 01	300 258 172 000 430	Instructional Supply	\$257.03
				E 01	207 260 172 000 430	Instructional Supply	\$57.66
				E 01	300 211 180 000 401	General Supplies	\$25.65
				E 01	300 050 172 000 401	General Supplies	\$2.99
				E 01	300 331 173 830 433	Individualized Mat.	\$144.38
				E 01	300 220 172 000 401	General Supplies	\$30.90
				E 01	300 211 180 000 401	General Supplies	\$61.97
				E 01	207 260 172 000 430	Instructional Supply	\$23.09
				E 01	207 260 172 000 430	Instructional Supply	\$40.24
				E 01	103 640 171 316 366	Hill School Staff Development	\$137.05
				E 01	103 216 000 401 401		\$181.35
				E 01	103 216 000 401 401	General Supplies	\$52.95
				E 01	103 640 171 316 366	Hill School Staff Development	\$156.78

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	66557	5249		VISA		Check		
				E 01	103 201 171 000 430	Instructional Supply		\$21.36	
	PO#:	Voucher #:	94192	Invoice	Invoice No: 9897	3/23/2023	Paid Amt:	\$7,686.72	
							Check Amount:	\$7,686.72	
2689	FIN	66558	9926		DTB SYSTEMS		Check		
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$433.50	
	PO#:	Voucher #:	94205	Invoice	Invoice No: 2723T	3/27/2023	Paid Amt:	\$433.50	
							Check Amount:	\$433.50	
2689	FIN	66559	03287		ISD 0129, MONTEVIDEO		Check		
				E 01	300 291 220 000 369	Entry Fees/Student Travel, SPEECH		\$63.00	
	PO#:	Voucher #:	94204	Invoice	Invoice No: 03/27/2023	3/27/2023	Paid Amt:	\$63.00	
							Check Amount:	\$63.00	
2689	FIN	66560	00469		ISD 0414, MINNEOTA		Check		
				E 01	300 291 220 000 369	Entry Fees/Student Travel, SPEECH		\$56.00	
	PO#:	Voucher #:	94203	Invoice	Invoice No: 03/27/2023	3/27/2023	Paid Amt:	\$56.00	
							Check Amount:	\$56.00	
2689	FIN	66561	5168		J. W. PEPPER & SON, INC.		Check		
				E 01	300 258 234 000 430	#10443549 Dies Irae (SAB)		\$15.00	
				E 01	300 258 234 000 430	#11410891 Spark of Light (SAB)		\$16.50	
	PO#: 18119	Voucher #:	94198	Invoice	Invoice No: 365146509	3/27/2023	Paid Amt:	\$31.50	
	PO#: 18126	Voucher #:	94200	Invoice	Invoice No: 365157022	3/27/2023	Paid Amt:	\$8.95	
							Check Amount:	\$40.45	
2689	FIN	66562	9782		MASSP		Check		
				E 01	300 640 173 316 366	Travel, STRASSER		\$160.00	
	PO#:	Voucher #:	94202	Invoice	Invoice No: HB620	3/27/2023	Paid Amt:	\$160.00	
							Check Amount:	\$160.00	
2689	FIN	66563	00259		MSBA		Check		
				E 01	005 010 000 000 366	SCHOOL BOARD NEGOTIATIONS, VIRTUAL		\$210.00	
	PO#:	Voucher #:	94197	Invoice	Invoice No: 03935-V3G0Y2	3/27/2023	Paid Amt:	\$210.00	
							Check Amount:	\$210.00	
2689	FIN	66564	9554		PIPESTONE FLORAL LLC		Check		
				E 01	300 301 501 830 433	Individualized Mat.		\$265.00	
	PO#:	Voucher #:	94199	Invoice	Invoice No: 100016838	3/27/2023	Paid Amt:	\$265.00	
							Check Amount:	\$265.00	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	66565	01179	1099	RATWIK ROSZAK & MALONEY PA		Check		
				E 01	005 010 113 000 305	Consult & Serv.fees, FEB. 2023		\$25.00	
	PO#:	Voucher #:	94196	Invoice	Invoice No: 03/27/2023	3/27/2023	Paid Amt:	\$25.00	
							Check Amount:	\$25.00	
2689	FIN	66567	7716		VERIZON WIRELESS		Check		
				E 01	005 810 000 000 320	Communications/Phone, 3/9-4/8		\$143.55	
	PO#:	Voucher #:	94201	Invoice	Invoice No: 9929634227	3/27/2023	Paid Amt:	\$143.55	
							Check Amount:	\$143.55	
2689	FIN	66568	01504		DAUBY'S SPORT CENTER		Check		
				E 01	300 294 210 000 401	General Supplies, Wrestling		\$62.50	
	PO#:	Voucher #:	94206	Invoice	Invoice No: 15589784644	3/28/2023	Paid Amt:	\$62.50	
							Check Amount:	\$62.50	
2689	FIN	66569	10122		PRIMEX WIRELESS INC		Check		
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$61.88	
	PO#:	Voucher #:	94207	Invoice	Invoice No: 1632	3/28/2023	Paid Amt:	\$61.88	
							Check Amount:	\$61.88	
2689	FIN	66570	5949		CDW GOVERNMENT, INC.		Check		
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$118.58	
	PO#:	Voucher #:	94213	Invoice	Invoice No: HK22248	3/28/2023	Paid Amt:	\$118.58	
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$248.37	
	PO#:	Voucher #:	94214	Invoice	Invoice No: HH94168	3/28/2023	Paid Amt:	\$248.37	
							Check Amount:	\$366.95	
2689	FIN	66571	4661		DVS RENEWAL		Check		
				E 01	005 810 000 000 820	Dues & Membership, 2007 GMC		\$59.25	
	PO#:	Voucher #:	94212	Invoice	Invoice No: 00-031681009	3/28/2023	Paid Amt:	\$59.25	
							Check Amount:	\$59.25	
2689	FIN	66572	7903		PRESTWICK HOUSE, INC		Check		
				E 01	300 220 173 302 460	Textbooks/Workbooks		\$144.20	
	PO#:	Voucher #:	94210	Invoice	Invoice No: 421507	3/28/2023	Paid Amt:	\$144.20	
							Check Amount:	\$144.20	
2689	FIN	66573	9927		QUADIENT LEASING USA, INC.		Check		
				E 01	005 020 000 000 329	Postage & Express		\$1,032.30	
	PO#:	Voucher #:	94211	Invoice	Invoice No: 7900044080886389	3/28/2023	Paid Amt:	\$1,032.30	
							Check Amount:	\$1,032.30	
2689	FIN	66574	9701		TRI-STATE BAND FESTIVAL		Check		
				E 01	300 258 233 000 369	Entry Fees/Student Travel, BAND		\$100.00	
	PO#:	Voucher #:	94208	Invoice	Invoice No: 03/28/2023	3/28/2023	Paid Amt:	\$100.00	
							Check Amount:	\$100.00	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	66575	00413		UNIVERSITY OF MINNESOTA		Check		
				E 01	300 211 966 000 394	PSEO, SPRING 2023		\$870.00	
	PO#:	Voucher #:	94209	Invoice	Invoice No: 4567027	3/28/2023		Paid Amt:	\$870.00
								Check Amount:	\$870.00
2689	FIN	66576	00276		XCEL ENERGY		Check		
				E 01	005 810 184 000 330	Electricity - Paulsen Field, FEB. 2023		\$521.35	
	PO#:	Voucher #:	94215	Invoice	Invoice No: 51-6709448-8	3/28/2023		Paid Amt:	\$521.35
								Check Amount:	\$521.35
2689	FIN	66577	9807		BIOAG ENERGY SERVICES		Check		
				E 01	005 810 000 000 401	General Supplies		\$799.75	
	PO#:	Voucher #:	94222	Invoice	Invoice No: 698798956	3/28/2023		Paid Amt:	\$799.75
								Check Amount:	\$799.75
2689	FIN	66578	00256		HILLYARD INC/ SIOUX FALLS		Check		
				E 01	005 810 000 000 401	General Supplies		\$1,736.26	
	PO#:	Voucher #:	94220	Invoice	Invoice No: 605060999	3/28/2023		Paid Amt:	\$1,736.26
				E 01	005 810 000 000 401	General Supplies		\$172.95	
	PO#:	Voucher #:	94221	Invoice	Invoice No: 605060998	3/28/2023		Paid Amt:	\$172.95
								Check Amount:	\$1,909.21
2689	FIN	66579	6836		Midwest Alarm		Check		
				E 01	005 605 150 000 350	Repair&maint Service		\$463.75	
	PO#:	Voucher #:	94217	Invoice	Invoice No: 339028	3/28/2023		Paid Amt:	\$463.75
				E 01	005 810 000 000 350	Repair&maint Service		\$528.90	
	PO#:	Voucher #:	94218	Invoice	Invoice No: 338547	3/28/2023		Paid Amt:	\$528.90
								Check Amount:	\$992.65
2689	FIN	66580	9721		SUMMIT COMPANIES		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$898.00	
	PO#:	Voucher #:	94219	Invoice	Invoice No: 143008922	3/28/2023		Paid Amt:	\$898.00
								Check Amount:	\$898.00
2689	FIN	66582	00063		CITY OF PIPESTONE		Check		
				E 01	005 810 183 000 330	Utilities, MARCH 2023		\$63.61	
				E 01	005 810 183 000 330	Utilities, MARCH 2023		\$76.81	
				E 01	005 810 183 000 330	Utilities, MARCH 2023		\$1,415.41	
				E 01	005 810 183 000 330	Utilities, MARCH 2023		\$1,847.91	
				E 01	005 810 182 000 330	Garbage, MARCH 2023		\$850.00	
	PO#:	Voucher #:	94224	Invoice	Invoice No: 03/29/2023	3/29/2023		Paid Amt:	\$4,253.74
								Check Amount:	\$4,253.74

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	66583	10198	1099	DARRELL D MCCUNE		Check		
				E 01	300 258 233 000 305	Consult & Serv.fees Band		\$937.50	
	PO#:	Voucher #:	94227	Invoice	Invoice No: 3/29/2023			Paid Amt:	\$937.50
								Check Amount:	\$937.50
2689	FIN	66584	00212		HOBART SALES & SERVICE		Check		
				E 02	005 770 000 701 350	Repair&maint Service		\$1,035.85	
	PO#:	Voucher #:	94225	Invoice	Invoice No: EC594989			Paid Amt:	\$1,035.85
								Check Amount:	\$1,035.85
2689	FIN	66585	7272		MN FFA STATE ASSOCIATION		Check		
				E 01	300 301 501 830 433	Individualized Mat.		\$525.00	
	PO#:	Voucher #:	94226	Invoice	Invoice No: 4499			Paid Amt:	\$525.00
								Check Amount:	\$525.00
2689	FIN	66586	7177		DAKTRONICS, INC		Check		
				E 01	005 850 000 302 530	Equipment Purchased		\$10,187.00	
	PO#:	Voucher #:	94228	Invoice	Invoice No: 7028798			Paid Amt:	\$10,187.00
								Check Amount:	\$10,187.00
2689	FIN	66587	8901		BECKY RIECK		Check		
				E 01	300 296 205 000 305	Consult & Serv.fees, SECTION GYMNASTICS		\$40.00	
	PO#:	Voucher #:	94229	Invoice	Invoice No: 03/30/2023			Paid Amt:	\$40.00
								Check Amount:	\$40.00
2689	FIN	66588	10053		COORDINATED BUSINESS SERVICES LTD		Check		
				E 01	005 110 000 000 380	Short Term Lease Comp Tech 02/28-03/30		\$4,686.29	
	PO#:	Voucher #:	94230	Invoice	Invoice No: 290954			Paid Amt:	\$4,686.29
								Check Amount:	\$4,686.29
2689	FIN	66589	00226		CENTER SPORTS INC		Check		
				E 01	300 294 200 000 401	General Supplies		\$1,002.00	
	PO#:	Voucher #:	94232	Invoice	Invoice No: AAD013400			Paid Amt:	\$1,002.00
								Check Amount:	\$1,002.00
2689	FIN	66590	3512		CHILDRENS CARE HOSP & SCHOOL		Check		
				E 01	100 411 000 000 392	to Out-of-State Dist, FEB. 2023		\$1,072.95	
				E 01	100 411 000 740 393	Sp Ed Contr Svcs Pup, FEB. 2023		\$5,371.05	
	PO#:	Voucher #:	94234	Invoice	Invoice No: 30000944			Paid Amt:	\$6,444.00
								Check Amount:	\$6,444.00
2689	FIN	66591	8719		HAUFF MID-AMERICA		Check		
				E 01	300 292 208 000 401	General Supplies, TROPHIES FOR TRACK		\$192.00	
	PO#:	Voucher #:	94231	Invoice	Invoice No: 120510			Paid Amt:	\$192.00
								Check Amount:	\$192.00

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	66592	3811		MN WEST-CANBY CAMPUS		Check
				E 01	300 211 966 000 394	PSEO, SPRING 2023	\$7.00
	PO#:	Voucher #:	94233	Invoice	Invoice No: 00269951	3/31/2023	Paid Amt: \$7.00
							Check Amount: \$7.00
2689	FIN	66594	7353	1099	LYLE SIEBENAHLER		Check
				E 01	103 850 000 302 520	Build Acq/Construct, ELEMENTARY	\$31,400.00
	PO#:	Voucher #:	94235	Invoice	Invoice No: 2023031601	3/31/2023	Paid Amt: \$31,400.00
							Check Amount: \$31,400.00
2689	FIN	66595	10199		TROY RYAN HEIDEBRINK		Check
				E 01	005 810 000 000 305	Consult & Serv.fees, BOILER CHECKS MARC	\$850.00
	PO#:	Voucher #:	94236	Invoice	Invoice No: 5	3/31/2023	Paid Amt: \$850.00
							Check Amount: \$850.00
2689	FIN	66596	00224		LUDOLPH BUS INCORPORATED		Check
				E 01	300 301 501 733 360	Transp Cntrt W/Public AG	\$182.32
				E 01	300 301 501 733 360	Transp Cntrt W/Public AG	\$107.81
				E 01	300 301 501 733 360	Transp Cntrt W/Public AG	\$326.80
				E 01	300 301 501 733 360	Transp Cntrt W/Public AG	\$98.44
				E 01	300 294 201 733 360	Transp Cntrt W/Public BB	\$239.08
				E 01	300 294 201 733 360	Transp Cntrt W/Public BB	\$93.75
				E 01	300 291 224 733 360	Transp Cntrt W/Public. KB	\$184.04
				E 01	300 291 224 733 360	Transp Cntrt W/Public. KB	\$112.50
				E 01	300 258 233 733 360	Transp Cntrt W/Public Band	\$142.76
				E 01	300 258 233 733 360	Transp Cntrt W/Public Band	\$178.13
				E 01	300 258 233 733 360	Transp Cntrt W/Public Band	\$103.20
				E 01	300 258 233 733 360	Transp Cntrt W/Public Band	\$89.06
				E 01	300 258 234 733 360	Transp Cntrt W/Public Choir	\$103.20
				E 01	300 258 234 733 360	Transp Cntrt W/Public Choir	\$89.06
				E 01	300 258 234 733 360	Transp Cntrt W/Public Choir	\$44.40
				E 01	300 258 233 733 360	Transp Cntrt W/Public Band	\$44.40
				E 01	300 211 172 733 360	Transp Cntrt W/Public. HS	\$172.00
				E 01	300 211 172 733 360	Transp Cntrt W/Public. HS	\$46.88
				E 01	300 211 172 733 360	Transp Cntrt W/Public. HS	\$172.00
				E 01	300 211 172 733 360	Transp Cntrt W/Public. HS	\$46.88
				E 01	300 291 220 733 360	Transp Cntrt W/Public. SPEECH	\$295.84
				E 01	300 291 220 733 360	Transp Cntrt W/Public. SPEECH	\$140.63
				E 01	300 291 220 733 360	Transp Cntrt W/Public. SPEECH	\$189.20
				E 01	300 291 220 733 360	Transp Cntrt W/Public. SPEECH	\$159.38
				E 01	300 240 000 733 360	Transp Cntrt W/Public Phy Ed	\$52.50
				E 01	300 240 000 733 360	Transp Cntrt W/Public Phy Ed	\$140.00

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	66596	00224		LUDOLPH BUS INCORPORATED		Check
				E 03	005 760 000 713 360	Transp Cntrt W/Public. OUT OF DISTRICT	\$249.48
				E 03	005 760 000 713 360	Transp Cntrt W/Public. OUT OF DISTRICT	\$317.52
				E 03	005 760 000 713 360	Transp Cntrt W/Public. OUT OF DISTRICT	\$589.68
				E 03	005 760 000 723 360	Transp Cntrt W/Public Handicap	\$8,507.70
				E 03	005 760 000 723 360	Transp Cntrt W/Public Handicap	\$4,970.20
				E 03	005 760 000 723 360	Transp Cntrt W/Public Handicap	\$10,898.08
				E 03	005 760 000 723 360	Transp Cntrt W/Public Handicap	\$6,899.76
				E 03	005 760 000 723 360	Transp Cntrt W/Public Handicap	\$6,495.72
				E 03	005 760 000 723 360	Transp Cntrt W/Public Handicap	\$195.84
				E 01	300 211 000 733 360	Transp Cntrt W/Public, MN WEST	\$455.00
				E 01	300 211 000 733 360	Transp Cntrt W/Public, MN WEST	(\$455.00)
				E 01	005 760 000 725 360	Transp Cntrt W/Public, MN WEST	\$455.00
PO#:	Voucher #:	94239	Invoice	Invoice No:	1971	4/3/2023	Paid Amt: \$43,133.24
							Check Amount: \$43,133.24
2689	FIN	66597	00224		LUDOLPH BUS INCORPORATED		Check
				E 03	005 760 000 720 360	Transp Cntrt W/Public Reg. MARCH 2023	\$76,836.00
PO#:	Voucher #:	94237	Invoice	Invoice No:	1970	4/3/2023	Paid Amt: \$76,836.00
							Check Amount: \$76,836.00
2689	FIN	66598	5949		CDW GOVERNMENT, INC.		Check
				E 01	005 605 150 000 455	NonInstructional Tech Supplies	\$65.28
PO#:	Voucher #:	94243	Invoice	Invoice No:	HR37311	4/4/2023	Paid Amt: \$65.28
							Check Amount: \$65.28
2689	FIN	66599	00226		CENTER SPORTS INC		Check
				E 01	300 294 207 000 401	General Supplies	\$320.92
PO#:	Voucher #:	94240	Invoice	Invoice No:	AAD013458	4/4/2023	Paid Amt: \$320.92
							Check Amount: \$320.92
2689	FIN	66600	4244		ITC		Check
				E 01	006 810 000 000 320	Communications/Phone, 4/1-4/30	\$39.13
PO#:	Voucher #:	94241	Invoice	Invoice No:	11610195	4/4/2023	Paid Amt: \$39.13
							Check Amount: \$39.13
2689	FIN	66601	5602		Mid States Audio Inc		Check
				E 01	005 605 150 000 455	NonInstructional Tech Supplies	\$541.22
PO#:	Voucher #:	94242	Invoice	Invoice No:	32767	4/4/2023	Paid Amt: \$541.22
							Check Amount: \$541.22
2689	FIN	66602	00259		MSBA		Check
				E 01	005 640 173 316 366	Curriculum Staff Development	\$210.00
				E 01	005 010 000 000 366	Travel	\$210.00

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	66602	00259		MSBA		Check		
				E 01	005 010 000 000 366	Travel		\$210.00	
PO#:	Voucher #:	94244	Invoice		Invoice No: 04130-J0W3Z0	4/4/2023	Paid Amt:	\$630.00	
							Check Amount:	\$630.00	
2689	FIN	66603	9186		TAHER, INC.- BIN# 135092		Check		
				E 01	300 211 172 000 430	Instructional Supply		\$36.00	
PO#:	Voucher #:	94245	Invoice		Invoice No: 1093	4/4/2023	Paid Amt:	\$36.00	
							Check Amount:	\$36.00	
2689	FIN	66604	8719		HAUFF MID-AMERICA		Check		
				E 01	300 292 208 000 401	General Supplies		\$815.00	
PO#:	Voucher #:	94246	Invoice		Invoice No: 122312	4/4/2023	Paid Amt:	\$815.00	
							Check Amount:	\$815.00	
2689	FIN	66605	00644		ST LEOS CATHOLIC CHURCH		Check		
				E 04	005 505 904 321 335	Short Term Rentals, YOUTH BASKETBALL		\$1,067.50	
PO#:	Voucher #:	94248	Invoice		Invoice No: 04/04/2023	4/4/2023	Paid Amt:	\$1,067.50	
							Check Amount:	\$1,067.50	
2689	FIN	66606	3892		PIPESTONE CO. AUDITOR		Check		
				E 01	005 105 000 000 896	Taxes and Special Assessments, MAY&OCT 2		\$468.00	
PO#:	Voucher #:	94249	Invoice		Invoice No: 18-111-0250	4/4/2023	Paid Amt:	\$468.00	
							Check Amount:	\$468.00	
2689	FIN	66607	10232		AMAZON CAPITAL SERVICES		Check		
				E 01	300 220 172 000 456	Instructional Tech Supplies		\$54.24	
				E 01	300 211 197 000 401	Special Ed Coffee Fund		\$221.98	
				E 01	300 050 172 000 401	General Supplies		\$6.97	
				E 01	103 203 171 000 401	General Supplies		\$382.66	
				E 01	103 203 174 499 430	Instructional Supply		\$7.99	
				E 01	300 212 172 000 430	Instructional Supply		\$431.99	
				E 01	300 301 501 830 433	Individualized Mat.		\$421.01	
				E 01	005 110 000 000 820	Dues & Membership		\$589.16	
				E 01	103 640 173 316 401	General Supplies		\$62.00	
PO#:	Voucher #:	94251	Invoice		Invoice No: 1VXT-FJTK-DQ6Q	4/5/2023	Paid Amt:	\$2,178.00	
							Check Amount:	\$2,178.00	
2689	FIN	66608	9805		BIRCHBARK BOOKS AND NATIVE ARTS LLC		Check		
				E 01	300 270 173 000 460	Textbooks/Workbooks		\$686.10	
PO#:	Voucher #:	94252	Invoice		Invoice No: 50000061	4/5/2023	Paid Amt:	\$686.10	
							Check Amount:	\$686.10	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	66609	00927		AUGUSTANA COLLEGE		Check		
				E 01	300 294 200 000 369	Entry Fees/Student Travel		\$150.00	
	PO#:	Voucher #:	94256	Invoice	Invoice No: 04/11/2023	4/11/2023	Paid Amt:	\$150.00	
							Check Amount:	\$150.00	
2689	FIN	66610	8470		BRIAN DANKS		Check		
				E 01	300 294 200 000 305	Consult & Serv.fees, BASEBALL UMP.		\$140.00	
	PO#:	Voucher #:	94257	Invoice	Invoice No: 04/11/2023	4/11/2023	Paid Amt:	\$140.00	
							Check Amount:	\$140.00	
2689	FIN	66611	00928		POSTMASTER		Check		
				E 01	005 020 000 000 329	Postage & Express		\$5.49	
	PO#:	Voucher #:	94258	Invoice	Invoice No: 04/11/2023	4/11/2023	Paid Amt:	\$5.49	
							Check Amount:	\$5.49	
2689	FIN	66612	9074		A-OX WELDING SUPPLY INC		Check		
				E 01	300 211 966 000 394	PSEO, WELDING		\$153.79	
	PO#:	Voucher #:	94274	Invoice	Invoice No: 0000282470	4/12/2023	Paid Amt:	\$153.79	
							Check Amount:	\$153.79	
2689	FIN	66613	5949		CDW GOVERNMENT, INC.		Check		
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$76.55	
	PO#:	Voucher #:	94268	Invoice	Invoice No: HV91776	4/12/2023	Paid Amt:	\$76.55	
							Check Amount:	\$76.55	
2689	FIN	66614	10053		COORDINATED BUSINESS SERVICES LTD		Check		
				E 01	005 110 000 000 380	Short Term Lease Comp Tech 3/1-3/31		\$9.73	
	PO#:	Voucher #:	94261	Invoice	Invoice No: 291847	4/12/2023	Paid Amt:	\$9.73	
							Check Amount:	\$9.73	
2689	FIN	66615	9564		GOPHERMODS		Check		
				E 01	005 605 150 000 350	Repair&maint Service		\$1,360.00	
	PO#:	Voucher #:	94260	Invoice	Invoice No: 4659	4/12/2023	Paid Amt:	\$1,360.00	
							Check Amount:	\$1,360.00	
2689	FIN	66616	00212		HOBART SALES & SERVICE		Check		
				E 02	005 770 000 701 350	Repair&maint Service		\$956.77	
	PO#:	Voucher #:	94269	Invoice	Invoice No: EC595148	4/12/2023	Paid Amt:	\$956.77	
							Check Amount:	\$956.77	
2689	FIN	66617	8073		INTERSTATE BATTERY CENTER		Check		
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$82.65	
	PO#:	Voucher #:	94271	Invoice	Invoice No: 1912903028056	4/12/2023	Paid Amt:	\$82.65	
							Check Amount:	\$82.65	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	66619	9554		PIPESTONE FLORAL LLC		Check		
				E 01	300 301 501 830 433	Individualized Mat.		\$392.50	
	PO#:	Voucher #:	94263	Invoice	Invoice No: 100017291	4/12/2023	Paid Amt:	\$392.50	
				E 01	300 301 501 830 433	Individualized Mat.		\$325.00	
	PO#:	Voucher #:	94264	Invoice	Invoice No: 100017292	4/12/2023	Paid Amt:	\$325.00	
				E 01	300 301 501 830 433	Individualized Mat.		\$533.00	
	PO#:	Voucher #:	94273	Invoice	Invoice No: 100017293	4/12/2023	Paid Amt:	\$533.00	
							Check Amount:	\$1,250.50	
2689	FIN	66620	00300	00300	PIPESTONE PUBLISHING CO INC		Check		
				E 01	005 010 000 000 305	Consult & Serv.fees. MARCH 23		\$1,693.76	
	PO#:	Voucher #:	94266	Invoice	Invoice No: 04/12/2023	4/12/2023	Paid Amt:	\$1,693.76	
							Check Amount:	\$1,693.76	
2689	FIN	66621	10246		SANFORD RIGGS FOOTBALL		Check		
				E 01	300 294 203 000 366	Travel		\$226.00	
	PO#:	Voucher #:	94262	Invoice	Invoice No: ORDER # YXG63349	4/12/2023	Paid Amt:	\$226.00	
							Check Amount:	\$226.00	
2689	FIN	66622	9719		SOTER TECHNOLOGIES LLC		Check		
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$150.00	
	PO#:	Voucher #:	94259	Invoice	Invoice No: 7125	4/12/2023	Paid Amt:	\$150.00	
							Check Amount:	\$150.00	
2689	FIN	66623	3697		SW/WC SERVICE COOPERATIVE		Check		
				E 01	005 850 000 000 390	to Other MN District, LEARNING CENTER LE/		\$4,246.00	
	PO#:	Voucher #:	94265	Invoice	Invoice No: 72110	4/12/2023	Paid Amt:	\$4,246.00	
				E 01	005 605 000 000 316	Tech Services Purchased Coop. FEB 23		\$8,192.00	
				E 01	005 605 150 000 316	Data Processing Svcs		\$1,250.51	
	PO#:	Voucher #:	94267	Invoice	Invoice No: 72002	4/12/2023	Paid Amt:	\$9,442.51	
							Check Amount:	\$13,688.51	
2689	FIN	66626	6836		Midwest Alarm		Check		
				E 02	005 770 000 701 350	Repair&maint Service		\$85.73	
	PO#:	Voucher #:	94275	Invoice	Invoice No: 340378	4/12/2023	Paid Amt:	\$85.73	
							Check Amount:	\$85.73	
2689	FIN	66627	5602		Mid States Audio Inc		Check		
				E 01	005 605 150 000 350	Repair&maint Service		\$250.00	
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$367.18	
	PO#:	Voucher #:	94270	Invoice	Invoice No: 32811	4/12/2023	Paid Amt:	\$617.18	
							Check Amount:	\$617.18	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	66628	00975		EWERT RECREATION CENTER		Check		
				E 04	005 505 904 321 335	Short Term Rentals, YOUTH BASKETBALL		\$225.00	
	PO#:	Voucher #:	94276	Invoice	Invoice No: 04/12/2023	4/14/2023	Paid Amt:	\$225.00	
							Check Amount:	\$225.00	
2689	FIN	66629	00743		GREG'S WELDING, INC.		Check		
				E 01	300 211 966 000 394	PSEO, WELDING		\$2,632.20	
	PO#:	Voucher #:	94279	Invoice	Invoice No: 226127 & 226191	4/14/2023	Paid Amt:	\$2,632.20	
							Check Amount:	\$2,632.20	
2689	FIN	66630	5983		SIOUX VALLEY ENERGY		Check		
				E 01	300 810 184 000 330	Utilities - Electricity APRIL 2023		\$13,729.00	
	PO#:	Voucher #:	94277	Invoice	Invoice No: 7058684000	4/14/2023	Paid Amt:	\$13,729.00	
				E 01	300 810 184 000 330	Utilities - Electricity, MARCH, 2023 FLASHING		\$88.00	
	PO#:	Voucher #:	94278	Invoice	Invoice No: 7058684200	4/14/2023	Paid Amt:	\$88.00	
							Check Amount:	\$13,817.00	
2689	FIN	66631	6528		EDUCATORS BENEFIT CONSULTANTS, LLC		Check		
				B 01	215 085	Medical Flex		\$134.00	
	PO#:	Voucher #:	94280	Invoice	Invoice No: 26596	4/14/2023	Paid Amt:	\$134.00	
							Check Amount:	\$134.00	
2689	FIN	66632	7924		ARROW LIFT ACCESSIBILITY		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$1,610.00	
	PO#:	Voucher #:	94290	Invoice	Invoice No: P-S131233	4/14/2023	Paid Amt:	\$1,610.00	
							Check Amount:	\$1,610.00	
2689	FIN	66633	7882		C & B OPERATIONS LLC		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$2,346.66	
	PO#:	Voucher #:	94282	Invoice	Invoice No: 12066718	4/14/2023	Paid Amt:	\$2,346.66	
							Check Amount:	\$2,346.66	
2689	FIN	66634	00063		CITY OF PIPESTONE		Check		
				E 01	005 810 000 000 350	Repair&maint Service SANDING LOTS, MARC		\$1,050.00	
	PO#:	Voucher #:	94289	Invoice	Invoice No: 36462	4/14/2023	Paid Amt:	\$1,050.00	
							Check Amount:	\$1,050.00	
2689	FIN	66635	01468		DOUBLE D GRAVEL		Check		
				E 01	005 810 000 000 350	Repair&maint Service, SNOW REMOVAL		\$812.50	
	PO#:	Voucher #:	94288	Invoice	Invoice No: 48588	4/14/2023	Paid Amt:	\$812.50	
							Check Amount:	\$812.50	
2689	FIN	66636	00256		HILLYARD INC/ SIOUX FALLS		Check		
				E 01	005 810 000 000 401	General Supplies		\$1,827.02	
	PO#:	Voucher #:	94284	Invoice	Invoice No: 605076137	4/14/2023	Paid Amt:	\$1,827.02	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	66636	00256		HILLYARD INC/ SIOUX FALLS		Check		
				E 01	005 810 000 000 401	General Supplies		\$310.00	
	PO#:	Voucher #:	94285	Invoice	Invoice No: 700541348	4/14/2023	Paid Amt:	\$310.00	
				E 01	005 810 000 000 401	General Supplies		\$119.93	
	PO#:	Voucher #:	94286	Invoice	Invoice No: 700541799	4/14/2023	Paid Amt:	\$119.93	
							Check Amount:	\$2,256.95	
2689	FIN	66637	8018		OUTLAW CUSTOMS		Check		
				E 01	005 810 000 000 350	Repair&maint Service, SNOW REMOVAL MAF		\$3,278.25	
	PO#:	Voucher #:	94281	Invoice	Invoice No: 2548	4/14/2023	Paid Amt:	\$3,278.25	
							Check Amount:	\$3,278.25	
2689	FIN	66638	5138		PIPESTONE BUILDING MATERIALS		Check		
				E 01	005 810 000 000 401	General Supplies		\$40.30	
	PO#:	Voucher #:	94291	Invoice	Invoice No: 216117	4/14/2023	Paid Amt:	\$40.30	
							Check Amount:	\$40.30	
2689	FIN	66639	10211		SOUTHWEST GLASS CENTER INC		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$125.75	
	PO#:	Voucher #:	94287	Invoice	Invoice No: 109421	4/14/2023	Paid Amt:	\$125.75	
							Check Amount:	\$125.75	
2689	FIN	66640	00890	00890	STOUT & EVINK		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$945.37	
	PO#:	Voucher #:	94292	Invoice	Invoice No: 96947	4/14/2023	Paid Amt:	\$945.37	
							Check Amount:	\$945.37	
2689	FIN	66641	6446		TRANE		Check		
				E 01	005 810 000 000 350	SERVICE AGREEMENT 2023 (HVAC)		\$6,000.00	
	PO#:	Voucher #:	94283	Invoice	Invoice No: 313511781	4/14/2023	Paid Amt:	\$6,000.00	
							Check Amount:	\$6,000.00	
2689	FIN	66642	8719		HAUFF MID-AMERICA		Check		
				E 01	300 292 208 000 401	General Supplies		\$1,347.00	
	PO#:	Voucher #:	94293	Invoice	Invoice No: 120513	4/14/2023	Paid Amt:	\$1,347.00	
							Check Amount:	\$1,347.00	
2689	FIN	66643	01836		LUVERNE HIGH SCHOOL		Check		
				E 01	300 292 208 000 369	Entry Fees/Student Travel, TRACK 04/13/2023		\$100.00	
	PO#:	Voucher #:	94294	Invoice	Invoice No: 04/14/2023	4/14/2023	Paid Amt:	\$100.00	
							Check Amount:	\$100.00	
2689	FIN	66644	01836		LUVERNE HIGH SCHOOL		Check		
				E 01	300 292 208 000 369	Entry Fees/Student Travel		\$150.00	
	PO#:	Voucher #:	94295	Invoice	Invoice No: 04/14/2023	4/14/2023	Paid Amt:	\$150.00	
							Check Amount:	\$150.00	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	66645	10066		ADLER COUNSELING PLLC		Check
				E 01	005 730 012 160 379	Mental Health Professional Ser. MARCH 2023	\$450.00
PO#:	Voucher #:	94299	Invoice	Invoice No:	23-03-01	4/17/2023	Paid Amt: \$450.00
							Check Amount: \$450.00
2689	FIN	66646	10153		FUN EXPRESS, LLC		Check
				E 04	005 580 000 325 430	Why I love My Mother Handprint Craft Kit	\$31.96
				E 04	005 580 000 325 430	Thumbprint Mother's Day Card Craft Kit	\$35.96
				E 04	005 580 000 325 430	Shipping	\$9.95
PO#: 18133	Voucher #:	94296	Invoice	Invoice No:	723783557-01	4/17/2023	Paid Amt: \$77.87
							Check Amount: \$77.87
2689	FIN	66647	9782		MASSP		Check
				E 01	300 640 172 316 366	MS/HS Staff Development CORY STRASSER	\$295.00
PO#:	Voucher #:	94300	Invoice	Invoice No:	SC3115	4/17/2023	Paid Amt: \$295.00
							Check Amount: \$295.00
2689	FIN	66648	6088		MN DEPT. OF EMPLOYMENT AND ECONOMIC DEVELOPMENT		Check
				E 01	300 211 000 000 280	Unemployment Comp.	\$1,149.55
PO#:	Voucher #:	94304	Invoice	Invoice No:	07993090	4/17/2023	Paid Amt: \$1,149.55
							Check Amount: \$1,149.55
2689	FIN	66649	01300		PIPESTONE CO. MEDICAL CENTER		Check
				E 01	103 420 000 740 394	to Non-Ed Agency, MARCH, 2023 PT SERVIC	\$4,644.90
PO#:	Voucher #:	94297	Invoice	Invoice No:	PI PIP JAS S	4/17/2023	Paid Amt: \$4,644.90
							Check Amount: \$4,644.90
2689	FIN	66650	6323		PIPESTONE CO. SHERIFF'S OFFICE		Check
				E 01	005 715 000 342 310	School Resource Officer JAN-MARCH	\$12,501.00
PO#:	Voucher #:	94305	Invoice	Invoice No:	04/17/2023	4/17/2023	Paid Amt: \$12,501.00
							Check Amount: \$12,501.00
2689	FIN	66651	7256		PIZZA RANCH		Check
				E 01	103 204 000 414 401	General Supplies Title II	\$250.00
PO#:	Voucher #:	94303	Invoice	Invoice No:	04/17/2023	4/17/2023	Paid Amt: \$250.00
							Check Amount: \$250.00
2689	FIN	66652	3697		SW/WC SERVICE COOPERATIVE		Check
				E 01	005 204 000 414 303	Fed Sub Awards Under \$25,000 INSTRUCTIO	\$7,650.00
PO#:	Voucher #:	94298	Invoice	Invoice No:	71975	4/17/2023	Paid Amt: \$7,650.00
				E 01	300 211 000 000 394	to Non-Ed Agency, ALC TUITION FEB. 23	\$21,202.89
PO#:	Voucher #:	94301	Invoice	Invoice No:	72144	4/17/2023	Paid Amt: \$21,202.89

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	66652	3697		SW/WC SERVICE COOPERATIVE		Check
				E 01	300 291 224 000 369	Entry Fees/Student Travel KNOWLEDGE BOV	\$495.00
	PO#:	Voucher #:	94302	Invoice	Invoice No: 72038	4/17/2023	Paid Amt: \$495.00
							Check Amount: \$29,347.89
							Report Total: \$407,373.75

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	HS	52245	9554		PIPESTONE FLORAL LLC		Check
				E 21	005 298 929 301 401	Gymnastics	\$80.00
PO#:	Voucher #:	94158	Invoice	Invoice No:	100017098	3/20/2023	Paid Amt: \$80.00
							Check Amount: \$80.00
2689	HS	52246	5249		VISA		Check
				E 21	005 298 957 301 401	Prom	\$2,762.79
				E 21	005 298 922 301 401	FFA	\$37.73
				E 21	005 298 922 301 401	FFA	\$29.95
				E 21	005 298 922 301 401	FFA	\$59.17
				E 21	005 298 922 301 401	FFA	\$79.95
				E 21	005 298 922 301 401	FFA	\$25.97
				E 21	005 298 922 301 401	FFA	\$10.69
				E 21	005 298 944 301 401	Robotics	\$47.06
				E 21	005 298 922 301 401	FFA	\$106.59
				E 21	005 298 922 301 401	FFA	\$510.00
				E 21	005 298 922 301 401	FFA	\$25.01
				E 21	005 298 922 301 401	FFA	\$132.46
				E 21	005 298 944 301 401	Robotics	\$142.84
				E 21	005 298 944 301 401	Robotics	\$83.80
				E 21	005 298 944 301 401	Robotics	\$60.00
				E 21	005 298 944 301 401	Robotics	\$5.36
				E 21	005 298 944 301 401	Robotics	\$307.72
				E 21	005 298 944 301 401	Robotics	\$307.72
				E 21	005 298 944 301 401	Robotics	\$307.72
				E 21	005 298 944 301 401	Robotics	\$307.72
				E 21	005 298 944 301 401	Robotics	\$654.73
				E 21	005 298 944 301 401	Robotics	\$54.60
PO#:	Voucher #:	94181	Invoice	Invoice No:	0671	3/21/2023	Paid Amt: \$6,059.58
							Check Amount: \$6,059.58
2689	HS	52247	5249		VISA		Check
				E 21	005 298 956 301 401	Winter Concessions	\$37.27
PO#:	Voucher #:	94193	Invoice	Invoice No:	9897	3/23/2023	Paid Amt: \$37.27
							Check Amount: \$37.27
2689	HS	52248	9419		KRISPY KREME		Check
				E 21	005 298 957 301 401	Prom Fundraiser	\$3,712.50
PO#:	Voucher #:	94194	Invoice	Invoice No:	03252023	3/24/2023	Paid Amt: \$3,712.50
							Check Amount: \$3,712.50

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
2689	HS	52249	7526		SDSU MEAT LAB		Check	
				E 21	005 298 922 301 401 FFA		\$539.64	
PO#:	Voucher #:	94216	Invoice		Invoice No: 3222023	3/28/2023	Paid Amt: \$539.64	
							Check Amount: \$539.64	
2689	HS	52250	7485		AMY LORANG		Check	
				E 21	005 298 925 301 401 French Club, SUPPLIES		\$167.86	
PO#:	Voucher #:	94247	Invoice		Invoice No: 04/04/2023	4/4/2023	Paid Amt: \$167.86	
							Check Amount: \$167.86	
2689	HS	52251	10232		AMAZON CAPITAL SERVICES		Check	
				E 21	005 298 925 301 401 French Club, SUPPLIES		\$41.95	
PO#:	Voucher #:	94250	Invoice		Invoice No: 1VXT-FJTK-DQ6Q	4/5/2023	Paid Amt: \$41.95	
							Check Amount: \$41.95	
2689	HS	52252	10245		DUFAULT PUBLISHING INC		Check	
				E 21	005 298 963 301 401 Class of 2023, GRADUATION SUPPLIES		\$3,447.65	
PO#:	Voucher #:	94253	Invoice		Invoice No: 3237	4/5/2023	Paid Amt: \$3,447.65	
							Check Amount: \$3,447.65	
2689	HS	52253	10240		KAYSEE SLABA		Check	
				E 21	005 298 930 301 401 HS Student Council, FORMAL DECORATIONS		\$150.41	
PO#:	Voucher #:	94307	Invoice		Invoice No: 04/17/2023	4/17/2023	Paid Amt: \$150.41	
							Check Amount: \$150.41	
2689	HS	52254	9186		TAHER, INC.- BIN# 135092		Check	
				E 21	005 298 929 301 401 Gymnastics		\$96.00	
PO#:	Voucher #:	94306	Invoice		Invoice No: 1089	4/17/2023	Paid Amt: \$96.00	
							Check Amount: \$96.00	
							Report Total:	\$14,332.86

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2021-2022	25	107	81	84	78	70	91	72	76	81	84	104	75	72	12	1112	82
	2022-2023	20	103	79	79	82	77	71	85	74	75	83	84	100	68	12	1092	81
February																		
	2005-2006	29	67	74	74	85	86	83	99	91	103	101	84	105	88	28	1224	33
	2006-2007	38	91	63	76	78	88	81	79	96	95	108	84	89	106	25	1197	32
	2007-2008	36	86	94	60	76	80	89	87	87	95	101	98	88	79	26	1182	33
	2008-2009	42	93	73	95	67	75	83	88	86	80	97	96	95	81	26	1177	34
	2009-2010	38	100	86	71	92	63	77	84	88	76	92	81	96	91	24	1159	37
	2010-2011	40	105	83	85	70	91	71	75	84	88	88	75	79	90	22	1146	36
	2011-2012	41	98	89	81	89	72	93	71	76	83	100	86	78	76	22	1155	36
	2012-2013	45	95	95	86	86	82	75	95	69	73	96	87	76	67	24	1151	35
	2013-2014	37	89	87	91	83	88	80	77	98	63	85	86	73	78	22	1137	34
	2014-2015	32	88	88	85	93	79	89	84	71	103	68	75	77	78	24	1134	48
	2015-2016	30	91	89	86	86	100	83	96	86	68	110	63	80	75	19	1162	43
	2016-2017	32	96	79	85	80	82	97	81	91	79	77	109	53	70	19	1130	66
	2017-2018	33	95	91	73	85	80	86	103	87	82	90	72	97	53	17	1144	93
	2018-2019	37	102	74	86	74	79	81	82	103	80	92	82	68	98	18	1156	94
	2020-2021	30	108	88	71	84	70	82	81	81	103	85	84	79	65	15	1126	79
	2021-2022	30	105	81	82	77	70	88	70	76	79	81	104	76	72	12	1103	87
	2022-2023	22	104	80	79	83	77	71	85	75	75	86	85	99	67	12	1100	81
March																		
	2005-2006	29	69	74	74	85	87	83	101	92	105	101	85	104	88	28	1220	33
	2006-2007	41	92	63	77	78	87	81	79	96	94	109	84	86	106	25	1198	32
	2007-2008	36	84	94	60	77	81	90	88	87	95	100	96	89	79	26	1182	33
	2008-2009	44	92	74	95	66	76	83	88	85	80	98	95	96	80	26	1178	35
	2009-2010	43	99	86	70	92	62	77	84	86	76	89	81	97	92	24	1158	35
	2010-2011	41	106	83	85	69	91	71	75	83	88	90	75	79	90	22	1148	34
	2011-2012	42	100	88	83	89	73	93	71	77	84	99	86	79	76	22	1162	34
	2012-2013	45	95	96	85	86	82	75	95	69	72	96	86	76	66	24	1148	35
	2013-2014	37	91	87	91	83	88	80	76	98	64	85	86	75	78	22	1141	34
	2014-2015	33	88	86	86	94	79	90	84	71	103	67	75	78	77	24	1135	49
	2015-2016	28	90	89	84	86	101	83	95	84	68	108	60	80	75	18	1149	42
	2016-2017	34	96	79	86	82	82	97	81	91	79	77	111	53	72	19	1139	71
	2017-2018	33	95	91	72	85	79	86	102	84	82	90	72	97	52	17	1137	93
	2018-2019	38	102	74	86	74	79	81	82	103	79	92	80	68	98	18	1154	93

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2019-2020	31	102	88	71	84	70	82	81	81	103	85	85	79	67	15	1124	79
	2020-2021	34	87	78	79	71	84	73	77	81	79	108	76	74	77	14	1092	74
	2021-2022	29	104	81	82	77	70	88	69	75	79	80	104	73	73	12	1096	84
	2022-2023	26	100	80	79	83	77	71	85	74	74	86	84	100	67	12	1098	87
April																		
	2005-2006	30	69	73	74	84	88	83	101	93	105	101	85	104	88	28	1219	33
	2006-2007	38	92	63	78	79	89	83	80	96	93	108	84	86	107	25	1201	32
	2007-2008	35	85	94	60	78	81	90	87	86	95	101	96	87	79	26	1180	33
	2008-2009	46	92	75	93	65	75	83	87	82	80	99	94	96	80	24	1171	35
	2009-2010	47	99	86	70	92	61	77	82	86	75	88	81	96	92	24	1156	35
	2010-2011	41	105	83	85	69	91	71	76	84	87	91	75	80	90	24	1152	34
	2011-2012	43	100	90	83	90	74	91	70	77	84	98	85	77	76	22	1160	34
	2012-2013	50	95	96	85	85	81	74	95	69	72	96	86	76	65	24	1149	35
	2013-2014	41	91	86	90	83	88	81	75	99	64	85	86	73	75	22	1139	34
	2014-2015	34	87	84	87	95	79	89	84	73	101	67	76	78	77	24	1135	49
	2015-2016	30	89	88	83	85	99	81	94	84	68	108	60	79	75	18	1141	41
	2016-2017	36	96	77	87	80	82	98	81	90	79	76	112	53	72	19	1138	72
	2017-2018	36	95	90	74	86	79	86	102	82	81	92	71	98	53	17	1142	94
	2018-2019	40	103	75	87	75	78	82	80	105	77	91	80	67	96	18	1154	93
	2019-2020	31	102	86	70	84	70	82	81	81	103	85	84	79	67	15	1120	79
	2020-2021	35	86	78	79	71	84	73	78	81	79	109	74	74	77	14	1092	74
	2021-2022	29	106	81	82	76	71	87	69	75	79	80	103	72	73	12	1095	85
	2022-2023	27	100	80	80	85	76	71	86	74	74	85	84	97	66	12	1097	89
May																		
(MARSS)	2005-2006	33	70	73	73	83	87	82	99	92	105	99	85	104	89	28	1215	33
	2006-2007	39	92	63	78	79	90	83	80	97	94	108	83	86	107	25	1204	32
	2007-2008	36	86	94	60	78	81	90	86	85	95	101	96	87	79	26	1180	33
	2008-2009	47	93	74	94	65	76	83	87	81	80	99	94	94	80	24	1171	36
	2009-2010	49	99	84	70	92	61	75	82	86	75	88	82	96	92	24	1155	35
	2010-2011	41	106	83	85	68	92	71	76	84	86	91	75	81	89	23	1151	34
	2011-2012	44	100	90	83	90	73	91	70	77	84	98	84	76	76	22	1158	34
	2012-2013	54	95	96	85	85	80	74	94	69	72	96	85	76	65	24	1150	34
	2013-2014	41	91	86	90	83	87	82	76	98	63	86	86	75	75	22	1141	34
	2014-2015	33	88	85	87	96	79	89	85	73	100	67	77	78	77	24	1138	49
	2015-2016	33	89	88	84	85	99	82	94	85	69	109	61	79	74	18	1149	42

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
August	2016-2017	20	97	78	89	82	82	99	82	93	80	81	105	57	83	19	1147	45
	2017-2018	26	101	91	75	86	82	86	103	84	87	91	73	104	56	17	1162	
	2018-2019	30	105	76	90	71	85	79	86	103	81	85	95	69	96	18	1169	90
	2019-2020	22	109	87	74	86	73	80	83	80	105	83	89	78	73	15	1137	73
	2020-2021	25	86	79	79	69	84	73	78	81	79	108	86	80	83	14	1104	67
	2021-2022	23	101	78	81	82	71	86	73	77	79	79	112	74	72	12	1100	68
	2022-2023	21	107	81	80	86	75	68	86	72	74	82	83	103	76	12	1106	80
September	2004-2005	18	80	78	81	85	80	85	100	106	92	93	108	95	95	27	1243	
	2005-2006	16	69	70	71	84	86	80	95	94	105	103	90	112	90	28	1211	33
	2006-2007	19	96	61	77	77	85	83	81	100	93	111	86	91	106	25	1191	32
	2007-2008	37	82	92	59	74	78	93	82	84	97	103	101	88	84	23	1177	32
	2008-2009	28	91	77	93	71	77	85	89	85	82	95	99	94	85	24	1175	34
	2009-2010	29	104	84	75	93	65	81	89	87	79	89	91	96	92	24	1178	35
	2010-2011	35	108	86	85	71	93	70	79	84	90	91	75	81	90	22	1160	33
	2011-2012	33	98	94	82	88	72	90	70	77	83	98	86	79	80	22	1152	34
	2012-2013	36	96	93	87	81	83	76	94	69	75	97	90	80	71	24	1152	34
	2013-2014	41	89	88	96	87	91	80	78	97	64	79	91	77	74	22	1154	34
	2014-2015	31	89	87	85	94	82	92	84	73	108	71	75	77	78	24	1150	46
	2015-2016	28	88	85	85	87	100	82	93	87	68	112	64	79	73	19	1150	37
	2016-2017	24	100	79	90	79	84	100	82	93	79	80	105	57	76	19	1147	42 (plus 16 in ECSE)
	2017-2018	28	96	92	73	85	80	86	103	84	88	91	72	101	56	17	1152	90
	2018-2019	35	102	74	86	72	82	79	82	98	79	88	86	73	97	18	1151	95
	2019-2020	25	105	88	73	83	68	83	80	78	107	87	86	79	67	15	1124	78
	2020-2021	25	83	77	78	69	84	75	78	80	76	108	81	77	83	14	1088	63
	2021-2022	24	105	78	80	82	71	89	73	76	80	78	108	72	75	12	1103	75
	2022-2023	20	110	79	79	86	75	70	87	75	77	80	87	103	74	12	1114	85
October																		
(MARSS)	2005-2006	17	69	70	73	84	86	80	95	93	103	103	91	113	90	28	1217	33
	2006-2007	21	95	63	77	77	87	81	82	100	94	111	86	90	104	25	1193	32
	2007-2008	30	85	91	59	74	79	94	84	85	96	102	100	88	85	23	1175	32

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2005-2006	27	68	72	76	84	87	82	98	92	103	98	86	110	90	28	1223	33
	2006-2007	31	92	65	76	76	88	82	80	97	93	109	84	89	102	25	1189	32
	2007-2008	31	88	93	60	75	79	92	85	84	95	100	99	87	83	26	1177	33
	2008-2009	38	92	74	95	70	78	84	89	86	79	94	100	95	81	24	1179	34
	2009-2010	35	106	86	74	93	64	76	85	87	76	88	86	94	91	24	1165	35
	2010-2011	33	107	86	86	70	90	69	78	83	89	86	75	78	89	22	1141	35
	2011-2012	35	97	92	83	88	71	91	69	77	82	98	85	78	79	22	1147	35
	2012-2013	45	96	96	87	86	83	72	94	69	75	98	87	78	70	24	1160	35
	2013-2014	36	90	87	92	86	87	82	78	99	65	87	84	77	73	22	1145	34
	2014-2015	30	89	88	85	92	79	90	86	71	104	69	73	79	77	25	1137	47
	2015-2016	28	90	86	86	86	100	82	92	86	67	111	61	80	73	19	1147	43
	2016-2017	31	96	80	88	80	83	99	82	93	78	78	103	57	73	19	1140	45
	2017-2018	30	95	92	73	84	79	86	103	86	84	88	71	101	54	17	1143	95
	2018-2019	36	103	74	86	73	79	81	82	101	80	88	85	71	99	18	1156	92
	2019-2020	28	107	91	73	84	69	83	81	81	102	87	86	79	65	15	1131	81
	2020-2021	30	82	80	79	71	82	77	75	80	77	110	81	75	82	14	1095	66
	2021-2022	24	107	79	84	78	70	91	72	76	82	81	104	72	72	12	1104	80
	2022-2023	20	105	81	79	83	78	70	85	73	75	82	83	100	68	12	1094	82
January																		
	2005-2006	28	69	73	76	85	87	83	98	91	103	100	86	106	89	28	1225	33
	2006-2007	32	91	65	75	77	89	82	81	97	95	108	84	88	103	25	1192	32
	2007-2008	35	86	94	60	76	79	90	87	85	95	101	99	87	83	26	1183	33
	2008-2009	38	92	74	96	70	76	84	91	87	79	95	98	93	81	24	1178	34
	2009-2010	35	105	86	72	93	63	77	84	87	77	89	84	94	91	24	1161	36
	2010-2011	40	106	86	85	70	90	70	77	84	88	88	75	79	90	22	1150	36
	2011-2012	38	98	91	83	88	72	93	69	76	83	99	85	78	79	22	1154	35
	2012-2013	44	95	95	86	85	82	74	94	69	73	97	87	77	69	24	1151	35
	2013-2014	37	90	86	93	84	90	81	78	98	63	86	85	80	75	22	1148	34
	2014-2015	32	88	87	85	93	79	89	85	72	104	68	73	80	78	24	1137	48
	2015-2016	30	89	88	86	86	99	83	95	86	68	109	62	80	73	19	1153	43
	2016-2017	31	96	79	86	79	83	99	82	93	77	78	106	57	72	19	1137	66
	2017-2018	33	94	92	73	83	79	84	104	86	82	88	71	99	52	17	1137	92
	2018-2019	36	102	74	86	74	79	82	82	103	81	88	85	71	97	18	1158	94
	2019-2020	28	109	90	71	83	70	82	81	82	103	87	85	79	65	15	1130	79
	2020-2021	31	84	80	78	70	83	77	76	80	76	110	78	75	79	14	1091	68

203.1 SCHOOL BOARD PROCEDURES; RULES OF ORDER

I. PURPOSE

The purpose of this policy is to provide specific rules of order to conduct meetings of the school board.

II. GENERAL STATEMENT OF POLICY

To ensure that school board meetings are conducted in an orderly fashion, the school board will follow rules of order which will allow the school board:

- A. To establish guidelines by which the business of the school board can be conducted in a regular and internally consistent manner;
- B. To organize the meetings so all necessary matters can be brought to the school board and decisions of the school board can be made in an orderly and reasonable manner;
- C. To insure that members of the school board have the necessary information to make decisions on substantive issues and to insure adequate discussion of decisions to be made; and
- D. To insure that meetings and actions of the school board are conducted so as to be informative to the staff and the public, and to produce a clear record of actions taken and decisions made.

III. RULES OF ORDER

- A. School board members need not rise to gain the recognition of the chair.
- B. A motion will be adopted or carried if it receives the affirmative votes of a majority of those actually voting on the matter. Abstentions are considered to be acquiescence to the vote of the majority. It should be noted that some motions by statute or Robert's Rules of Order require larger numbers of affirmative votes.
- C. All motions that require a second shall receive a second prior to opening the issue for discussion of the school board. If a motion that requires a second does not receive a second, the chair may declare that the motion fails for lack of a second or may provide the second. The names of the members making and seconding a motion shall be recorded in the minutes.
- D. The chair shall decide the order in which school board members will be recognized to address an issue. An attempt should be made to alternate between pro and con

positions if appropriate to the discussion. A member shall only speak to an issue after the member is recognized by the chair.

- E. The chair shall rule on all questions relating to motions and points of order brought before the school board.
- F. A ruling by the chair is subject to appeal to the full school board pursuant to Robert's Rules of Order.
- G. The school board shall have authority to recognize any member of the audience regarding a request to be heard at the school board meeting. Members of the public who wish to be heard shall follow school board procedures.
- H. The chair has the authority to declare a recess at any time for the purpose of restoring decorum to the meeting or for any other necessary purpose.
- I. The chair shall repeat a motion or the substance of a motion prior to the vote. The chair shall call for an affirmative and a negative vote on all motions.
- J. The order in which names will be called for roll call votes will be determined by the school board.

[Note: The school board may choose to include in the policy a method of calling the roll.]

- K. The chair has the same right and responsibility as each school board member to vote on all issues.
- L. The chair shall announce the result of each vote. The vote of each member, including abstentions, shall be recorded in the minutes. If the vote is unanimous, it may be reflected as unanimous in the minutes if the minutes also reflect the members present.
- M. A majority of the voting members of the school board constitute a quorum. The absence of a quorum may be raised by the chair or any member. Generally, any action taken in the absence of a quorum is null and void. The only legal actions the school board may take in the absence of a quorum are to fix the time at which to adjourn, to adjourn, to recess or to take measures to obtain a quorum.

Legal References: Minn. Stat. § 13D.01, Subd. 4 (Open Meeting Law)
Minn. Stat. § 122A.40 (Employment; Contracts; Termination)
Minn. Stat. § 123B.09, Subds. 6 and 7 (Boards of Independent School Districts)
Minn. Stat. § 126C.53 (Enabling Resolution; Form of Certificates of Indebtedness)
Minn. Stat. § 331A.01, Subd. 6 (Newspapers; Definitions)
Minn. Stat. § 331A.04, Subd. 6 (Newspapers; Exception to Designation Priority)
Minn. Stat. § 471.88 (Exceptions)

Adopted: 5/22/2023

PAS Policy 203.6

Orig. 1997

Revised: _____

Rev. 1999

203.6 CONSENT AGENDAS

I. PURPOSE

The purpose of this policy is to allow the use of a consent agenda.

II. GENERAL STATEMENT OF POLICY

In order for a more efficient administration of school board meetings, the school board may elect to use a consent agenda for the passage of noncontroversial items or items of a similar nature.

III. CONSENT AGENDAS

- A. The superintendent, in consultation with the school board chair, may place items on the consent agenda. By using a consent agenda, the school board has consented to the consideration of certain items as a group under one motion. Should a consent agenda be used, an appropriate amount of discussion time will be allowed to review any item upon request.
- B. Consent items are those which usually do not require discussion or explanation prior to school board action, are noncontroversial and/or similar in content, or are those items which have already been discussed and/or explained and do not require further discussion or explanation. Such agenda items might include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, approval of reports, etc. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the school district buildings and grounds or approval of various schedules.
- C. Items shall be removed from the consent agenda by a timely request by an individual school board member for independent consideration. A request is timely if made prior to the vote on the consent agenda. The request does not require a second or a vote by the school board. An item removed from the consent agenda will then be discussed and acted on separately immediately following the consideration of the consent agenda.
- D. Consent agenda items are approved en masse by one vote of the school board. The consent agenda items shall be separately recorded in the minutes.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (Boards of Independent School Districts)

516.5 OVERDOSE MEDICATION

[Note: School districts are not required to adopt a policy on the use of emergency drugs for the treatment of drug-related overdoses. School districts and their employees are legally permitted to purchase, store, and administer Naloxone (Narcan) in response to an opiate overdose in schools and those who do assist with such administration are immune from civil liability as well as exempt from criminal prosecution from possession, use, etc. of a prescription medication, particularly to an individual to whom it was not prescribed. The provisions of this policy outline the requirements of the law with respect to the use of Naloxone (Narcan) in schools.]

I. PURPOSE

As a means of enhancing the health and safety of its students, staff and visitors, the school district will acquire, administer, and store doses of an opiate antagonist, specifically Naloxone (Narcan)ⁱ, and administration devices or kits for emergency use to assist a student, staff member, or other individual believed or suspected to be experiencing an opioid overdose on school district property during the school day or at school district activities.

II. GENERAL STATEMENT OF POLICY

The school board authorizes school district administration to obtain and possess opioid overdose reversal medication, such as Naloxone to be maintained and administered to a student or other individual by trained school staff if the staff member determines in good faith that the person to whom the medication is administered is experiencing an opioid overdose. Authorization for obtaining, possessing and administering Naloxone or similar permissible medications under this policy are contingent upon: 1) the continued validity of state and federal law that permit a person who is not a healthcare professional to dispense an opiate antagonist to the school district and its employees by law; 2) that the school district and its staff are immune from criminal prosecution and not otherwise liable for civil damages for administering the opiate antagonist to another person who the staff member believes in good faith to be suffering from a drug overdose; and 3) the availability of funding either from outside sources or as approved by the school board to obtain and administer opioid overdose reversal medication.

III. DEFINITIONS

A. **“Drug-related overdose”** means an acute condition, including mania, hysteria, extreme physical illness, respiratory depression or coma, resulting from the consumption or use of a controlled substance, or another substance with which a

controlled substance was combined, and that a layperson would reasonably believe to be a drug overdose that requires immediate medical assistance.

- B. **“Naloxone Coordinator”** is a school district staff person or administrator appointed to monitor adherence to protocols outlined in this policy and referenced procedures. The Naloxone Coordinator is responsible for building-level administration and management of Opiate Antagonist medications and supplies. The school district’s Naloxone Coordinator is [insert title of staff person appointed as coordinator].
- C. **“Opiate”** means any dangerous substance having an addiction forming or addiction sustaining liability similar to morphine or being capable of conversion into a drug having such addiction forming or addiction sustaining liability.
- D. **“Opiate Antagonist”** means naloxone hydrochloride (“Naloxone”) or any similarly acting drug approved by the federal Food and Drug Administration for the treatment of a drug overdose.

IV. GENERAL STATEMENT OF POLICY AND RESPONSIBILITIES

- A. District Collaborative Planning and Implementation Team

To the extent Naloxone is obtained for use consistent with this policy, the school district will establish a district-wide collaborative planning and implementation team (“District Planning Team”) who will oversee the general development and operations related to the use of opiate antagonist Naloxone and regularly report to the school board as to its activities.

- 1. The District Planning Team will include the Naloxone Coordinator and may include the superintendent (or designee), school nurse, public health experts, first responders, student or family representatives, and community partners who will be assigned to the Team by the superintendent or designee or solicited as volunteers by the superintendent.
- 2. The District Planning Team will develop district-wide guidelines and procedures and determine the form(s) of Naloxone to be used within the school district (nasal, auto injector, manual injector) and the method and manner of arranging for the financing and purchasing, storage and use of Naloxone to be approved by the school board. Once approved by the school board, these guidelines and procedures will be attached and incorporated into this policy. At a minimum, these guidelines and procedures will:
 - a. Ensure that when Naloxone is administered, school district employees must activate the community emergency response system (911) to ensure additional medical support due to the limited temporary effect of Naloxone and the continued need of recipients

of additional medical care;

- b. Require school district employees to contact a school district healthcare professional to obtain medical assistance for the recipient of the Naloxone, if possible, pending arrival of emergency personnel;
 - c. Direct school district employees to make immediate attempts to determine if the recipient is a minor and, if so, locate the identity of the parent or guardian of the minor and ensure contact with that parent or guardian is made as soon as possible after administration of the Naloxone for the purpose of informing the parent or guardian of the actions that have been taken; and
 - d. Require school district staff to inform the building administrator or other administrator overseeing an event or activity of the administration of Naloxone, as well as the Naloxone Coordinator, after taking necessary immediate emergency steps.
4. The District Planning Team will determine the type and method of annual training, identify staff members at each school site to be trained and coordinate the implementation of the training with the assistance of the Naloxone Coordinator.

V. NALOXONE STORAGE

- A. The Site Planning Team will select numerous Naloxone storage locations within the school site and outside the school site when activities are conducted off school grounds (i.e., transportation services, field trips, etc.).

[Note: School districts may decide that Naloxone will not be sent on field trips, transportation or activities that occur outside of the typical school day or off school property and may modify this statement accordingly. If Naloxone is provided during these auxiliary activities, schools should ensure that it is only provided if there is an available trained staff member to administer it and that the medication can be safely and legally stored and transported.]

- B. The selected storage locations of Naloxone will be classified as non-public "security information" as the school board has determined that the disclosure of this data to the general public would be likely to substantially jeopardize the security of the medication that could be subject to theft, tampering, and improper use. Therefore, the identity of the storage locations will be shared only with those school district staff members whom the District Planning Team or Site Team have determined need access to this information to aid public health and safety as determined in the procedures and guidelines.
- C. Stock Naloxone will be clearly labeled, monitored for expiration dates, and stored

in a secured location that is accessible by trained staff as set forth in paragraph V.B.

VI. Privacy Protections

The school district will maintain the privacy of students and staff related to the administration of Naloxone as required by law.

Legal References: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.37 (General Nonpublic Data)
Minn. Stat. § 121A.21 (School Health Services)
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 144.344 (Emergency Treatment)
Minn. Stat. § 151.37 (Legend Drugs; Who May Prescribe, Possess)
Minn. Stat. § 152.01 (Definitions)
Minn. Stat. § 152.02 (Schedules of Controlled Substances)
Minn. Stat. § 152.212 (Labeling of Prescription Drug Containers)
Minn. Stat. § 604A.01 (Good Samaritan Law)
Minn. Stat. § 604A.015 (School Bus Driver Immunity from Liability)
Minn. Stat. § 604A.04 (Good Samaritan Overdose Prevention)
Minn. Stat. § 604A.05 (Good Samaritan Overdose Medical Assistance)
Minn. R. Pt. 6800.4220 (Schedule II Controlled Substances)
20 U.S.C. § 1232g (Family Educational and Privacy Rights)

ⁱ Naloxone is the medication that reverses an opioid overdose. Narcan® is the brand name for the intranasal applicator (nasal spray) form of naloxone. Naloxone usually refers to an intramuscular (IN+M) naloxone form that comes in a vial and is administered with a syringe, normally dispensed as an "IM kit."

Adopted: 3/18/1996
Revised: 11/28/2005, 9/13/2019
Revised: 4/24/2023

PAS Policy 304
Orig. 1995
Rev. 2022

304 SUPERINTENDENT CONTRACT, DUTIES, AND EVALUATION

I. PURPOSE

The purpose of this policy is to provide for the use of an employment contract with the superintendent, a position description, and the use of an approved instrument to evaluate performance.

II. GENERAL STATEMENT OF POLICY

- A. The superintendent's contract shall be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the superintendent.
- B. The specific duties for which the superintendent is accountable shall be set forth in a position description for the superintendent and shall be measured by a performance appraisal instrument approved by the school board in consultation with the superintendent. The school board shall use this instrument to periodically evaluate the performance of the superintendent.
- C. The school board may use the model contract approved by the boards of the Minnesota School Boards Association and the Minnesota Association of School Administrators as a model instrument.

Legal References: Minn. Stat. § 123B.143 (Superintendent)

306 ADMINISTRATOR CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to establish the requirements of the school board that school administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law.

II. GENERAL STATEMENT OF POLICY

- A. An educational administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all educational administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must subscribe to the following standards.
- B. The Educational Administrator:
- ~~1. Makes the well being of students the fundamental value of all decision-making and actions.~~
 - ~~2. Fulfills professional responsibilities with honesty and integrity.~~
 - ~~3. Supports the principle of due process and protects the civil and human rights of all individuals.~~
 - ~~4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.~~
 - ~~5. Implements the school board's policies.~~
 - ~~6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.~~
 - ~~7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.~~

- ~~8. Accepts academic degrees or professional certification only from duly accredited institutions.~~
- ~~9. Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.~~
- ~~10. Honors all contracts until fulfillment, release, or dissolution is mutually agreed upon by all parties to the contract.~~
- ~~11. Adheres to the Code of Ethics for School Administrators in Minnesota Rule.~~

1. A school administrator shall provide professional educational services in a nondiscriminatory manner.
2. A school administrator shall take reasonable action to protect students and staff from conditions harmful to health and safety.
3. A school administrator shall take reasonable action to provide an atmosphere conducive to learning.
4. A school administrator shall not misuse professional relationships with students, parents and caregivers, staff, or colleagues to private advantage.
5. A school administrator shall disclose confidential information about individuals only when a compelling professional purpose is served in accordance with state and federal laws, and school district policies.
6. A school administrator shall not knowingly falsify or misrepresent records or facts relating to the administrator's qualifications, or to the qualifications of other staff or personnel.
7. A school administrator shall not knowingly make false or malicious statements about students, students' families, staff, or colleagues.
8. A school administrator shall not accept gratuities, gifts, or favors that impair professional judgment, nor offer any favor, service, or item of value to obtain special advantage.
9. A school administrator shall only accept a contract for a position when licensed for the position or when a school district is granted a variance or letter of approval by the board.
10. A school administrator, in filling positions requiring licensure, shall employ, recommend for employment, and assign only appropriately licensed personnel, or persons for whom the school district has been granted a variance by the appropriate state board or agency, unless, after making reasonable efforts to

obtain a variance, an appropriately licensed person cannot be assigned and the position must be filled to meet a legitimate emergency educational need.

11. A school administrator shall not engage in conduct involving dishonesty, fraud, or misrepresentation in the performance of professional duties.

Legal References: Minn. Stat. § 122A.14, Subd. 4 (Duties of Board of School Administrators)
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)

424 LICENSE STATUS

I. PURPOSE

The purpose of this policy is to ensure that qualified teachers are employed by the school district and to fulfill its duty to ascertain the licensure status of its teachers. A school board that employs a teacher who does not hold a valid teaching license or permit places itself at risk for a reduction in state aid. This policy does not negate a teacher's duty and responsibility to maintain a current and valid teaching license.

II. GENERAL STATEMENT OF POLICY

- A. A qualified teacher is one holding a valid license to perform the particular service for which the teacher is employed by the school district.
- B. No person shall be a qualified teacher until the school district verifies, through the Minnesota education licensing system available on the Minnesota Professional Educator Licensing and Standards Board website, that the person is a qualified teacher consistent with state law.
- C. The school district has a duty to ascertain the licensure status of its teachers and ensure that the school district's teacher license files are up to date. The school district shall establish a procedure for annually reviewing its teacher license files to verify that every teacher's license is current and appropriate to the particular service for which the teacher is employed by the school district.

III. PROCEDURE

- A. The superintendent or the superintendent's designee shall establish a schedule for the annual review of teacher licenses.
- B. Where it is discovered that a teacher's license will expire within one year from the date of the annual review, the superintendent or the superintendent's designee will advise the teacher in writing of the approaching expiration and that the teacher must complete the renewal process and file the license with the superintendent prior to the expiration of the current license. However, failure to provide this notice does not relieve a teacher from his/her duty and responsibility of ensuring that his/her teaching license is valid, current and appropriate to his/her teaching assignment.
- C. If it is discovered that a teacher's license has expired, the superintendent will immediately investigate the circumstances surrounding the lack of license and will take appropriate action. The teacher shall be advised that the teacher's failure to have the license reinstated will constitute gross insubordination, inefficiency and

willful neglect of duty which are grounds for immediate discharge from employment.

- D. The duty and responsibility of maintaining a current and valid teaching license appropriate to the teaching assignment as required by this policy shall remain with the teacher, notwithstanding the superintendent's failure to discover a lapsed license or license that does not support the teaching assignment. A teacher's failure to comply with this policy may be grounds for the teacher's immediate discharge from employment.

Legal References: Minn. Stat. § 122A.16 (Qualified Teacher Defined)
Minn. Stat. § 122A.22 (District Verification of Teacher Licenses)
Minn. Stat. § 122A.40, Subd. 13 (Employment; Contracts; Termination – Immediate Discharge)
Minn. Stat. § 127A.42 (Reduction of Aid for Violation of Law)
Vettleson v. Special Sch. Dist. No. 1, 361 N.W.2d 425 (Minn. App. 1985)
Lucio v. School Bd. of Independent Sch. Dist. No. 625, 574 N.W.2d 737 (Minn. App. 1998)
In the Matter of the Proposed Discharge of John R. Statz (Christine D. VerPloeg), June 8, 1992, *affirmed*, 1993 WL 129639 (Minn. App. 1993)

502 SEARCH OF STUDENT LOCKERS, DESKS, 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. Lockers and Personal Possessions Within a Locker

Pursuant to Minnesota statutes, school lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school officials have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school officials must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

B. Desks

School desks are the property of the school district. At no time does the school district relinquish its exclusive control of desks provided for the convenience of students. Inspection of the interior of desks may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant.

C. 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. A violation of this policy occurs when students use lockers and desks for unauthorized purposes or to store contraband. A violation occurs when students 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, 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 interiors of lockers and desks for any reason at any time, without notice, without student consent, and without a search warrant.
- B. 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.
- C. As soon as practicable after a search of personal possessions within a locker 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.
- D. 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.
- E. 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.

- F. A school official conducting any other search may determine when it is appropriate to have a second official present as an observer.
- G. A copy of this policy will be printed in the student handbook or disseminated in any other way which school officials deem appropriate. The school district shall provide a copy of this policy to a student when the student is given use of a locker.

V. DIRECTIVES AND GUIDELINES

School administration may establish reasonable directives and guidelines which address specific needs of the school district, such as use of tape in lockers, standards of cleanliness and care, posting of pin-ups and posters which may constitute sexual harassment, etc.

VI. 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.

VII. 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
Minn. Stat. § 121A.72 (School Locker Policy)
New Jersey v. T.L.O., 469 U.S. 325 (1985)
G.C. v. Owensboro Public Schools, 711 F.3d 623 (6th Cir. 2013)

505 DISTRIBUTION OF NONSCHOOL-SPONSORED MATERIALS ON SCHOOL PREMISES BY STUDENTS AND EMPLOYEES

I. PURPOSE

The purpose of this policy is to protect the exercise of students' and employees' free speech rights, taking into consideration the educational objectives and responsibilities of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that students and employees have the right to express themselves on school property. This protection includes the right to distribute, at a reasonable time and place and in a reasonable manner, nonschool-sponsored material.
- B. To protect First Amendment rights, while at the same time preserving the integrity of the educational objectives and responsibilities of the school district, the school board adopts the following regulations and procedures regarding distribution of nonschool-sponsored material on school property and at school activities.

III. DEFINITIONS

- A. "Distribute" or "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing material in internal staff or student mailboxes.
- B. "Nonschool-sponsored material" or "unofficial material" includes all materials or objects intended for distribution, except school newspapers, employee newsletters, literary magazines, yearbooks, and other publications funded and/or sponsored or authorized by the school. Examples of nonschool-sponsored materials include, but are not limited to, leaflets, brochures, buttons, badges, flyers, petitions, posters, and underground newspapers whether written by students or employees or others, and tangible objects.
- C. "Obscene to minors" means:
 - 1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;

2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and
 3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- D. “Minor” means any person under the age of eighteen (18).
- E. “Material and substantial disruption” of a normal school activity means:
1. Where the normal school activity is an educational program of the district for which student attendance is compulsory, “material and substantial disruption” is defined as any disruption which interferes with or impedes the implementation of that program.
 2. Where the normal school activity is voluntary in nature (including school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, specific facts must exist upon which the likelihood of disruption can be forecast including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

- F. “School activities” means any activity sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.
- G. “Libelous” is a false and unprivileged statement about a specific individual that tends to harm the individual’s reputation or to lower that individual in the esteem of the community.

IV. GUIDELINES

- A. Students and employees of the school district have the right to distribute, at reasonable times and places as set forth in this policy, and in a reasonable manner, nonschool-sponsored material.
- B. Requests for distribution of nonschool-sponsored material will be reviewed by the administration on a case-by-case basis. However, distribution of the materials listed below is always prohibited. Material is prohibited that:

1. is obscene to minors;
2. is libelous or slanderous;
3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made as to the appropriateness of the material for the age level of students to which it is intended;
4. advertises or promotes any product or service not permitted to minors by law;
5. advocates violence or other illegal conduct;
6. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religious, or ethnic origin);
7. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.

C. Distribution by students and employees of nonschool-sponsored materials on school district property are subject to reasonable time, place, and manner restrictions set forth below. In making decisions regarding the time, place, and manner of distribution, the administration will consider factors including, but not limited to, the following:

1. whether the material is educationally related;
2. the extent to which distribution is likely to cause disruption of or interference with the school district's educational objectives, discipline, or school activities;
3. whether the materials can be distributed from the office or other isolated location so as to minimize disruption of traffic flow in hallways;
4. the quantity or size of materials to be distributed;
5. whether distribution would require assignment of school district staff, use of school district equipment, or other resources;
6. whether distribution would require that nonschool persons be present on the school grounds;

7. whether the materials are a solicitation for goods or services not requested by the recipients.

V. TIME, PLACE, AND MANNER OF DISTRIBUTION

- A. No nonschool-sponsored material shall be distributed during and at the place of a normal school activity if it is reasonably likely to cause a material and substantial disruption of that activity.
- B. Distribution of nonschool-sponsored material is prohibited when it blocks the safe flow of traffic within corridors and entrance ways of the school, and school parking lots. Distribution shall not impede entrance to or exit from school premises in any way.
- C. No one shall coerce a student or staff member to accept any publication.
- D. The time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.

VI. PROCEDURES

- A. Any student or employee wishing to distribute (as defined in this policy) nonschool-sponsored material must first submit for approval a copy of the material to the principal at least 24 hours in advance of desired distribution time, together with the following information:
 1. Name and phone number of the person submitting the request and, if a student, the room number of his or her first-period class.
 2. Date(s) and time(s) of day intended for distribution.
 3. Location where material will be distributed.
 4. If material is intended for students, the grade(s) of students to whom the distribution is intended.
- B. Within one school day, the principal will review the request and render a decision. In the event that permission to distribute the material is denied or limited, the person submitting the request should be informed in writing of the reasons for the denial or limitation.
- C. If the person submitting the request does not receive a response within one school day, the person shall contact the office to verify that the lack of response was not due to an inability to locate the person.
- D. If the person is dissatisfied with the decision of the principal, the person may submit a written request for appeal to the superintendent. If the person does not receive a response within three (3) school days (not counting Saturdays, Sundays, and

holidays) of submitting the appeal, the person shall contact the office of the superintendent to verify that the lack of response is not due to an inability to locate the person.

- E. Permission or denial of permission to distribute material does not imply approval or disapproval of its contents by either the school, the administration of the school, the school board, or the individual reviewing the material submitted.

VII. DISCIPLINARY ACTION

- A. Distribution by any student of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and disciplinary action will be taken in accordance with the school district's Student Discipline Policy.
- B. Distribution by any employee of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and appropriate disciplinary action will be taken, in accordance with any individual contract, collective bargaining agreement, school district policies and procedures, and/or governing statute.
- C. Any other party violating this policy will be requested to leave the school property immediately and, if necessary, the police will be called.

VIII. NOTICE OF POLICY TO STUDENTS AND EMPLOYEES

A copy of this policy will be published in student handbooks and posted in school buildings.

IX. IMPLEMENTATION

The school district administration may develop any additional guidelines and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.

Legal References: U. S. Const., amend. I
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)
Bethel Sch. Dist. No. 403 v. Fraser, 478 U.S. 675 (1986)
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503 (1969)
Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1987)
Roark v. South Iron R-1 School Dist., 573 F.3d 556 (8th Cir. 2009)
Victory Through Jesus Sports Ministry Foundation v. Lee's Summit R-7 School Dist., 640 F.3d 329 (8th Cir. 2011), cert. denied 565 U.S. 1036 (2011)

510 SCHOOL ACTIVITIES

I. PURPOSE

The purpose of this policy is to impart to students, employees, and the community the school district's policy related to the student activity program.

II. GENERAL STATEMENT OF POLICY

School activities provide additional opportunities for students to pursue special interests that contribute to their physical, mental, and emotional well-being. They are of secondary importance in relationship to the formal instructional program; however, they complement the instructional program in providing students with additional opportunities for growth and development.

III. RESPONSIBILITY

- A. The school board expects all students who participate in school-sponsored activities to represent the school and community in a responsible manner. All rules pertaining to student conduct and student discipline extend to school activities.
- B. The school board expects all spectators at school sponsored activities, including parents, employees, and other members of the public, to behave in an appropriate manner at those activities. Students and employees may be subject to discipline and parents and other spectators may be subject to sanctions for engaging in misbehavior or inappropriate, illegal, or unsportsmanlike behavior at these activities or events.
- C. The superintendent shall be responsible for disseminating information needed to inform students, parents, staff, and the community of the opportunities available within the school activity program and the rules of participation.
- D. Those students who participate in Minnesota State High School League (MSHSL) activities must also abide by the league rules. Those employees who conduct MSHSL activities shall be responsible for familiarizing students and parents with all applicable rules, penalties, and opportunities.
- E. The superintendent shall be responsible for conducting an annual evaluation of school activity programs and presenting the results and any recommendations to the school board.
- F. The school board will ensure that any funds raised for extracurricular activities will be spent only on extracurricular activities.

Legal References: Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)

511 STUDENT FUNDRAISING

I. PURPOSE

The purpose of this policy is to address student fundraising efforts.

II. GENERAL STATEMENT OF POLICY

The school board recognizes a desire and a need by some student organizations for fundraising. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students, and the general public.

III. RESPONSIBILITY

- A. The building administrators shall be responsible for developing recommendations to the superintendent that will result in a level of activity deemed acceptable by employees, parents, and students. Fundraising must be conducted in a manner that will not result in embarrassment on the part of individual students, employees, or the school.
- B. All fundraising activities must be approved, in advance, by the administration. Participation in nonapproved activities shall be considered a violation of school district policy.
- C. The superintendent shall be responsible for providing coordination of student fundraising throughout the school district as deemed appropriate.
- D. The school district expects all students who participate in approved fundraising activities to represent the school, the student organization, and the community in a responsible manner. All rules pertaining to student conduct and student discipline extend to student fundraising activities.
- E. The school district expects all employees who plan, supervise, coordinate, or participate in student fundraising activities to act in the best interests of the students and to represent the school, the student organization, and the community in a responsible manner.

IV. ANNUAL REPORT

The superintendent shall report to the school board, at least annually, on the nature and scope of student fundraising activities approved pursuant to this policy.

Legal References: Minn. Stat. § 120A.20 (Admission to Public School)
Minn. Stat. § 123B.09, Subd. 8 (Boards of Independent School Districts)
Minn. Stat. § 123B.36 (Authorized Fees)

512 SCHOOL-SPONSORED STUDENT PUBLICATIONS AND ACTIVITIES

I. PURPOSE

The purpose of this policy is to protect students' rights to free speech in production of official school publications and activities while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

II. GENERAL STATEMENT OF POLICY

[Note: A school district generally will wish to reserve a forum it sponsors for its intended purpose in light of the special characteristics of the school environment. By doing so, the school district will have more authority/editorial control over student expression in such a forum. Sponsorship alone may not be enough, however. If the exercise of control is challenged, courts will examine factors such as whether the school district's purpose in creating the forum was educational, whether school officials supervised the publication or activity and exercised editorial control over the contents, whether the materials were produced as part of the curriculum, and whether students received grades and academic credit for the publication or activity. If a forum is reserved, regulation of student expression as in Section IV.B. of this policy will be permissible. If a forum is not reserved, but rather is opened for public communication by tradition or designation, then only the limited regulation of speech as described in Section IV.A. of this policy will be permissible.]

- A. The school district may exercise editorial control over the style and content of student expression in school-sponsored publications and activities.
- B. Expressions and representations made by students in school-sponsored publications and activities are not expressions of official school district policy. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies.
- C. Students who believe their right to free expression has been unreasonably restricted in an official student publication or activity may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after review is requested.
 - 1. Students producing official school publications and activities shall be under the supervision of a faculty advisor and the school principal. Official publications and activities shall be subject to the guidelines set forth below.
 - 2. Official school publications may be distributed at reasonable times and locations.

III. DEFINITIONS

- A. “Distribution” means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing materials in internal staff or student mailboxes.
- B. “Official school publications” means school newspapers, yearbooks, or material produced in communications, journalism, or other writing classes as a part of the curriculum.
- C. “Obscene to minors” means:
 - 1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
 - 2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and
 - 3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- D. “Minor” means any person under the age of eighteen (18).
- E. “Material and substantial disruption” of a normal school activity means:
 - 1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, “material and substantial disruption” is defined as any disruption which interferes with or impedes the implementation of that program.
 - 2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

- F. “School activities” means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.
- G. “Libelous” is a false and unprivileged statement about a specific individual that tends to harm the individual’s reputation or to lower that individual in the esteem of the community.

IV. GUIDELINES

- A. Expression in an official school publication or school-sponsored activity is prohibited when the material:
 - 1. is obscene to minors;
 - 2. is libelous or slanderous;
 - 3. advertises or promotes any product or service not permitted for minors by law;
 - 4. encourages students to commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities;
 - 5. expresses or advocates sexual, racial, or religious harassment or violence or prejudice;
 - 6. is distributed or displayed in violation of time, place, and manner regulations.
- B. Expression in an official school publication or school-sponsored activity is subject to editorial control by the school district over the style and content so long as the school district’s actions are reasonably related to legitimate pedagogical concerns. These may include, but are not limited to, the following:
 - 1. assuring that participants learn whatever lessons the activity is designed to teach;
 - 2. assuring that readers or listeners are not exposed to material that may be inappropriate for their level of maturity;
 - 3. assuring that the views of the individual speaker are not erroneously attributed to the school;
 - 4. assuring that the school is not associated with any position other than neutrality on matters of political controversy;
 - 5. assuring that the sponsored student speech cannot reasonably be perceived

to advocate conduct otherwise inconsistent with the shared values of a civilized social order;

6. assuring that the school is not associated with expression that is, for example, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

C. Time, Place, and Manner of Distribution

Students shall be permitted to distribute written materials at school as follows:

1. Time

Distribution shall be limited to the hours before the school day begins, during lunch hour and after school is dismissed.

2. Place

Written materials may be distributed in locations so as not to interfere with the normal flow of traffic within the school hallways, walkways, entry ways, and parking lots. Distribution shall not impede entrance to or exit from school premises in any way.

3. Manner

No one shall induce or coerce a student or staff member to accept a student publication.

Legal References: U. S. Const., amend. I
Morse v. Frederick, 551 U.S. 393 (2007)
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)
Bystrom v. Fridley High School, I.S.D. No. 14, 822 F. 2d 747 (8th Cir. 1987)

518 DNR-DNI ORDERS

I. PURPOSE

The school district recognizes that it is serving students with complex health needs. The school district also recognizes that school district staff may be confronted with requests to withhold emergency care of a student in the event of a life-threatening situation at school or school activities or be presented with Do Not Resuscitate/Do Not Intubate (DNR-DNI) orders. The purpose of this policy is to provide guidance to school district staff and parents or guardians in these situations.

II. GENERAL STATEMENT OF POLICY

- A. The primary mission of the school district is education. DNR-DNI orders are medical documents. School district staff will not accept or honor requests to withhold emergency care or DNR-DNI orders. The school district will not convey such orders to emergency medical personnel.
- B. School district staff will provide reasonable emergency care and assistance when a student is undergoing a medical emergency during school or school activities.
- C. School district staff will activate emergency medical services (911) as soon as possible when a student is undergoing a medical emergency during school or school activities.
- D. The parent/guardian will be notified of the emergency as soon as possible.
- E. Notwithstanding this school district policy, IEP and Section 504 teams must develop individualized medical emergency care plans for students when appropriate in accordance with state and federal law.
- F. Parents/guardians who request that emergency care be withheld for their child or who present DNR-DNI orders, shall be advised of and shall be given a copy of this policy.

Legal References: 29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
42 U.S.C. §§ 12101-12213 (Americans with Disabilities Act)

526 HAZING PROHIBITION

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

- A. No student, teacher, administrator, volunteer, contractor, or other employee of the school district shall plan, direct, encourage, aid, or engage in hazing.
- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate hazing.
- C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of hazing is prohibited.
- E. False accusations or reports of hazing against a student, teacher, administrator, volunteer, contractor, or other employee are prohibited.
- F. A person who engages in an act of hazing, reprisal, retaliation, or false reporting of hazing or permits, condones, or tolerates hazing shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, tolerate, or are a party to prohibited acts of hazing may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate hazing or engage in an act of reprisal or intentional false reporting of hazing may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of hazing may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

- G. This policy applies to hazing that occurs during and after school hours, on or off school premises or property, at school functions or activities, or on school

transportation.

- H. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
- I. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

- A. “Hazing” means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to:
 - 1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking, or placing a harmful substance on the body.
 - 2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product, or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.
 - 5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.
- B. “Immediately” means as soon as possible but in no event longer than 24 hours.
- C. “On school premises or school district property, or at school functions or activities, or on school transportation” means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student’s walking route to or from school for purposes of attending school or

school-related functions, activities, or events. While prohibiting hazing at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

- D. “Remedial response” means a measure to stop and correct hazing, prevent hazing from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of hazing.
- E. “Student” means a student enrolled in a public school or a charter school.
- F. “Student organization” means a group, club, or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities, or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. REPORTING PROCEDURES

- A. Any person who believes he or she has been the target or victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report hazing anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party to use the report form available from the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.

The building principal, the principal’s designee, or the building supervisor (hereinafter the “building report taker”) is the person responsible for receiving reports of hazing at the building level. Any adult school district personnel who receives a report of hazing prohibited by this policy shall inform the building report taker immediately. Any person may report hazing directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

- C. A teacher, administrator, volunteer, contractor, and other school employees shall be particularly alert to possible situations, circumstances, or events which might include hazing. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct which may constitute hazing shall make reasonable efforts to address and resolve the hazing and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute hazing or who fail to make reasonable efforts to address and resolve the hazing in a timely manner may be subject to disciplinary action.

- D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of hazing and the record of any resulting investigation.
- F. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Within three (3) days of the receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the hazing, the complainant, the reporter, and students or others pending completion of an investigation of alleged hazing prohibited by this policy.
- C. The alleged perpetrator of the hazing shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines hazing has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; and applicable school district policies and regulations.
- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets or victims of hazing and the parent(s) or guardian(s) of alleged perpetrators of hazing who have been involved in a reported and confirmed hazing incident of the remedial or disciplinary action taken, to the extent permitted by law.
- F. In order to prevent or to respond to hazing committed by or directed against a child with a disability, the school district shall, where determined appropriate by the

child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in hazing.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged hazing, who provides information about hazing, who testifies, assists, or participates in an investigation of alleged hazing, or who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct.

VII. DISSEMINATION OF POLICY

- A. This policy shall appear in each school's student handbook and in each school's building and staff handbooks.
- B. The school district will develop a method of discussing this policy with students and employees.

Legal References: Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.0311 (Notice of the Rights and Responsibilities of Students and Parents Under the Safe and Supportive Minnesota Schools Act)
Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)

530 IMMUNIZATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to require that all students receive the proper immunizations as mandated by law to ensure the health and safety of all students.

II. GENERAL STATEMENT OF POLICY

All students are required to provide proof of immunization, or appropriate documentation exempting the student from such immunization, and such other data necessary to ensure that the student is free from any communicable diseases, as a condition of enrollment.

III. STUDENT IMMUNIZATION REQUIREMENTS

- A. No student may be enrolled or remain enrolled, on a full-time, part-time, or shared-time basis, in any elementary or secondary school within the school district until the student or the student's parent or guardian has submitted to the designated school district administrator the required proof of immunization. Prior to the student's first date of attendance, the student or the student's parent or guardian shall provide to the designated school district administrator one of the following statements:
1. a statement from a physician, advanced practice registered nurse, physician assistant, or a public clinic which provides immunizations (hereinafter "medical statement"), affirming that the student received the immunizations required by law, consistent with medically acceptable standards; or
 2. a medical statement affirming that the student received the primary schedule of immunizations required by law and has commenced a schedule of the remaining required immunizations, indicating the month and year each immunization was administered, consistent with medically acceptable standards.
- B. The statement of a parent or guardian of a student or an emancipated student may be substituted for the medical statement. If such a statement is substituted, this statement must indicate the month and year each immunization was administered. Upon request, the designated school district administrator will provide information to the parent or guardian of a student or an emancipated student of the dosages required for each vaccine according to the age of the student.
- C. The parent or guardian of persons receiving instruction in a home school shall submit one of the statements set forth in Section III.A. or III.B., above, or statement

of immunization set forth in Section IV., below, to the superintendent of the school district by October 1 of the first year of their home schooling in Minnesota and the grade 7 year.

- D. When there is evidence of the presence of a communicable disease, or when required by any state or federal agency and/or state or federal law, students and/or their parents or guardians may be required to submit such other health care data as is necessary to ensure that the student has received any necessary immunizations and/or is free of any communicable diseases. No student may be enrolled or remain enrolled in any elementary or secondary school within the school district until the student or the student's parent or guardian has submitted the required data.
- E. The school district may allow a student transferring into a school a maximum of 30 days to submit a statement specified in Section III.A. or III.B., above, or Section IV., below. Students who do not provide the appropriate proof of immunization or the required documentation related to an applicable exemption of the student from the required immunization within the specified time frames shall be excluded from school until such time as the appropriate proof of immunizations or exemption documentation has been provided.
- F. If a person who is not a Minnesota resident enrolls in a school district online learning course or program that delivers instruction to the person only by computer and does not provide any teacher or instructor contact time or require classroom attendance, the person is not subject to the immunization, statement, and other requirements of this policy.

IV. EXEMPTIONS FROM IMMUNIZATION REQUIREMENTS

Students will be exempt from the foregoing immunization requirements under the following circumstances:

- A. The parent or guardian of a minor student or an emancipated student submits a signed medical statement affirming that the immunization of the student is contraindicated for medical reasons or that laboratory confirmation of the presence of adequate immunity exists; or
- B. The parent or guardian of a minor student or an emancipated student submits his or her notarized statement stating the student has not been immunized because of the conscientiously held beliefs of the parent, guardian or student.

V. NOTICE OF IMMUNIZATION REQUIREMENTS

- A. The school district will develop and implement a procedure to:
 - 1. notify parents and students of the immunization and exemption requirements by use of a form approved by the Department of Health;
 - 2. notify parents and students of the consequence for failure to provide

required documentation regarding immunizations;

3. review student health records to determine whether the required information has been provided; and
4. make reasonable arrangements to send a student home when the immunization requirements have not been met and advise the student and/or the student's parent or guardian of the conditions for re-enrollment.

[See Attachments A, B, C, and D.]

- B. The notice provided shall contain written information describing the exemptions from immunization as permitted by law. The notice shall be in a font size at least equal to the font size and style as the immunization requirements and on the same page as the immunization requirements.

VI. IMMUNIZATION RECORDS

- A. The school district will maintain a file containing the immunization records for each student in attendance at the school district for at least five years after the student attains the age of majority.
- B. Upon request, the school district may exchange immunization data with persons or agencies providing services on behalf of the student. Immunization data is private student data and disclosure of such data shall be governed by Policy 515 Protection and Privacy of Pupil Records.
- C. The designated school district administrator will assist a student and/or the student's parent or guardian in the transfer of the student's immunization file to the student's new school within 30 days of the student's transfer.
- D. Upon request of a public or private post-secondary educational institution, the designated school district administrator will assist in the transfer of the student's immunization file to the post-secondary educational institution.

VII. OTHER

Within 60 days of the commencement of each new school term, the school district will forward a report to the Commissioner of the Department of Education stating the number of students attending each school in the school district, including the number of students receiving instruction in a home school, the number of students who have not been immunized, and the number of students who received an exemption. The school district also will forward a copy of all exemption statements received by the school district to the Commissioner of the Department of Health.

Legal References: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)

Minn. Stat. § 121A.17 (School Board Responsibilities)
Minn. Stat. § 144.29 (Health Records; Children of School Age)
Minn. Stat. § 144.3351 (Immunization Data)
Minn. Stat. § 144.441 (Tuberculosis Screening in Schools)
Minn. Stat. § 144.442 (Testing in Schools)
Minn. Rules Parts 4604.0100-4604.1020 (Immunization)
McCarthy v. Ozark Sch. Dist., 359 F.3d 1029 (8th Cir. 2004)
Op. Atty. Gen. 169-W (July 23, 1980)
Op. Atty. Gen. 169-W (Jan. 17, 1968)

551 ACTIVITY ACADEMIC INELIGIBILITY AND PROBATION

I. PURPOSE

The purpose of this policy is to define the method for determining whether a student is academically eligible to participate in school activities. The activities include but are not limited to the following:

Baseball	Basketball	Cross Country	Tennis
Track and Field	Cheerleading	Golf	Softball
Volleyball	Plays/Musicals	F.F.A.	Football
Gymnastics	Wrestling	Marching Band	Robotics
Pep Band	Musical Ensembles	Knowledge Bowl	Speech

II. GENERAL STATEMENT OF POLICY

- A. It is the intention of this policy to ~~motivate students to keep~~ stress the value of a sound academic record and graduate on time from Pipestone Area Schools. The Activities director will inform the high/middle school staff, coaches, and ~~director of students the building principal of students~~ that are ineligible.
- B. The Minnesota State High School League policy states that to be eligible for participation in MSHSL activities, one must be making satisfactory progress towards graduation. Our goal is to develop the total student in all of our programs. This requirement will ~~improve emphasize to our students the alignment with Policy 510 – School Activities, and give much needed credibility to our programs.~~ and our beliefs in the value of co-curricular activities.

III. STANDARDS

- A. Standards of academic eligibility to participate in extracurricular activities will be measured by:
1. Students (Grades 7-12) must have no incomplete grades or F's in any class.
 2. Four grading periods- most current grading period is used to determine eligibility.
-1st quarter -2nd quarter -3rd quarter -4th quarter

3. Fourth quarter grades will roll over for the following school year.

IV. CONSEQUENCES

A. Athletics (Category I Activities)

1. Students that fail to meet these standards will miss two weeks or two contests (whichever is longer).
2. If after two weeks/two contests, the student is meeting expectations (completed progress form signed by all teachers) he/she will regain their eligibility.

B. Activities/Fine Arts (Category II Activities)

1. Students shall miss the next one event/contest he/she participates in.
2. If after the event/contest, the student is meeting expectations completed progress form signed by all teachers) he/she will regain their eligibility.

* If at any time a student makes up work for the previous quarters failed class(s) the student becomes immediately eligible once the grade change has been recorded and corrected.

C. Any player deemed ineligible to participate, regardless of reason, whether academic, chemical violation, coach's decision, etc. cannot dress for the contest/s they are ineligible for. Furthermore, the coach determines whether or not the ineligible player can go to away contests.

D. ICU List – ~~Students in activities are expected to make adequate progress toward graduation. To achieve this, students should remain off the ICU list—a list of missing assignments and school work updated daily by teachers.~~ Students on the ICU list are subject to missing practice and/or contests until their assignments are completed. Coaches will use discretion when mandating students complete their ICU assignments. Multiple supports are available to students including study sessions before, during and after school.

E. Administration has discretion over unique or extenuating circumstances.

V. APPEAL POLICY

A. Students have the right to appeal their academic ineligibility. Any student who chooses to appeal their Academic Ineligibility should do so within 3 days after grades have been posted. Appeals should be made to the Activities Director in writing.

1. A committee consisting of an administrator, teacher, and counselor will review the appeal.
2. ~~The committee will make a decision within two (2) days after hearing the appeal.~~

Adopted: _____

MSBA/MASA Model Policy 722

Orig. 2017

Revised: _____

Rev. 2022

722 PUBLIC DATA AND DATA SUBJECT REQUESTS

[Note: School districts are required by statute to establish procedures consistent with the Minnesota Government Data Practices Act for public data requests and data subject requests.]

I. PURPOSE

The school district recognizes its responsibility relative to the collection, maintenance, and dissemination of public data as provided in state statutes.

II. GENERAL STATEMENT OF POLICY

The school district will comply with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13 (MGDPA), and Minnesota Rules parts 1205.0100-1205.2000 in responding to requests for public data.

III. DEFINITIONS

A. Confidential Data on Individuals

Data made not public by statute or federal law applicable to the data and are inaccessible to the individual subject of those data.

B. Data on Individuals

All government data in which any individual is or can be identified as the subject of that data, unless the appearance of the name or other identifying data can be clearly demonstrated to be only incidental to the data and the data are not accessed by the name or other identifying data of any individual.

C. Data Practices Compliance Officer

The data practices compliance official is the designated employee of the school district to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems. The responsible authority may be the data practices compliance official.

D. Government Data

All data collected, created, received, maintained or disseminated by any government entity regardless of its physical form, storage media or conditions of use.

E. Individual

"Individual" means a natural person. In the case of a minor or an incapacitated person as defined in Minnesota Statutes section 524.5-102, subdivision 6, "individual" includes a parent or guardian or an individual acting as a parent or guardian in the absence of a parent or guardian, except that the responsible authority shall withhold data from parents or guardians, or individuals acting as parents or guardians in the absence of parents or guardians, upon request by the minor if the responsible authority determines that withholding the data would be in the best interest of the minor.

F. Inspection

“Inspection” means the visual inspection of paper and similar types of government data. Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public’s own computer equipment.

G. Not Public Data

Any government data classified by statute, federal law, or temporary classification as confidential, private, nonpublic, or protected nonpublic.

H. Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data: (a) not accessible to the public; and (b) accessible to the subject, if any, of the data.

I. Private Data on Individuals

Data made by statute or federal law applicable to the data: (a) not public; and (b) accessible to the individual subject of those data.

J. Protected Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data (a) not public and (b) not accessible to the subject of the data.

K. Public Data

All government data collected, created, received, maintained, or disseminated by the school district, unless classified by statute, temporary classification pursuant to statute, or federal law, as nonpublic or protected nonpublic; or, with respect to data on individuals, as private or confidential.

L. Public Data Not on Individuals

Data accessible to the public pursuant to Minnesota Statutes section 13.03.

M. Public Data on Individuals

Data accessible to the public in accordance with the provisions of section 13.03.

N. Responsible Authority

The individual designated by the school board as the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law. Until an individual is designated by the school board, the responsible authority is the superintendent.

O. Summary Data

Statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable. Unless classified pursuant to Minnesota Statutes section 13.06, another statute, or federal law, summary data is public.

IV. REQUESTS FOR PUBLIC DATA

- A. All requests for public data must be made in writing directed to the responsible authority.
1. A request for public data must include the following information:
 - a. Date the request is made;
 - b. A clear description of the data requested;
 - c. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
 - d. Method to contact the requestor (such as phone number, address, or email address).
 2. Unless specifically authorized by statute, the school district may not require persons to identify themselves, state a reason for, or justify a request to gain access to public government data. A person may be asked to provide certain identifying or clarifying information for the sole purpose of facilitating access to the data. A requestor is not required to explain the reason for the data request.
 3. The identity of the requestor is public, if provided, but cannot be required by the government entity.
 4. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.
- B. The responsible authority will respond to a data request at reasonable times and places as follows:
1. The responsible authority will notify the requestor in writing as follows:
 - a. The requested data does not exist; or
 - b. The requested data does exist but either all or a portion of the data is not accessible to the requestor; or
 - (1) If the responsible authority determines that the requested data is classified so that access to the requestor is denied, the responsible authority will inform the requestor of the determination in writing, as soon thereafter as possible, and shall cite the specific statutory section, temporary classification, or specific provision of federal law on which the determination is based.
 - (2) Upon the request of a requestor who is denied access to data, the responsible authority shall certify in writing that the request has been denied and cite the specific statutory section, temporary classification, or specific provision of federal law upon which the denial was based.
 - c. The requested data does exist and provide arrangements for inspection of the data, identify when the data will be available for pick-up, or indicate that the data will be sent by mail. If the requestor does not appear at the time and place established for inspection of the data or the data is not picked up within ten (10) business days after the requestor is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.

2. The school district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.
3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.
4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not keep the data in that form or arrangement.
5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.

V. REQUEST FOR SUMMARY DATA

- A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.
 1. A request for the preparation of summary data must include the following information:
 - a. Date the request is made;
 - b. A clear description of the data requested;
 - c. Identify the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
 - d. Method to contact requestor (phone number, address, or email address).
- B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requestor of the following:
 1. The estimated costs of preparing the summary data, if any; and
 2. The summary data requested; or
 3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or
 4. A written statement describing the reasons why the responsible authority has determined that the requestor's access would compromise the private or confidential data.
- C. The school district may require the requestor to pre-pay all or a portion of the cost of creating the summary data before the school district begins to prepare the summary data.

VI. DATA BY AN INDIVIDUAL DATA SUBJECT

- A. Collection and storage of all data on individuals and the use and dissemination of private and confidential data on individuals shall be limited to that necessary for the administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government.

- B. Private or confidential data on an individual shall not be collected, stored, used, or disseminated by the school district for any purposes other than those stated to the individual at the time of collection in accordance with Minnesota Statutes section 13.04, except as provided in Minnesota Statutes section 13.05, subdivision 4.
- C. Upon request to the responsible authority or designee, an individual shall be informed whether the individual is the subject of stored data on individuals, and whether it is classified as public, private or confidential. Upon further request, an individual who is the subject of stored private or public data on individuals shall be shown the data without any charge and, if desired, shall be informed of the content and meaning of that data.
- D. After an individual has been shown the private data and informed of its meaning, the data need not be disclosed to that individual for six months thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created.
- E. The responsible authority or designee shall provide copies of the private or public data upon request by the individual subject of the data. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.
- F. The responsible authority or designee shall comply immediately, if possible, with any request made pursuant to this subdivision, or within ten days of the date of the request, excluding Saturdays, Sundays and legal holidays, if immediate compliance is not possible.
- G. An individual subject of the data may contest the accuracy or completeness of public or private data. To exercise this right, an individual shall notify in writing the responsible authority describing the nature of the disagreement. The responsible authority shall within 30 days either: (1) correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipients named by the individual; or (2) notify the individual that the authority believes the data to be correct. Data in dispute shall be disclosed only if the individual's statement of disagreement is included with the disclosed data.
- H. The determination of the responsible authority may be appealed pursuant to the provisions of the Administrative Procedure Act relating to contested cases. Upon receipt of an appeal by an individual, the commissioner shall, before issuing the order and notice of a contested case hearing required by Minnesota Statutes chapter 14, try to resolve the dispute through education, conference, conciliation, or persuasion. If the parties consent, the commissioner may refer the matter to mediation. Following these efforts, the commissioner shall dismiss the appeal or issue the order and notice of hearing.
- I. Data on individuals that have been successfully challenged by an individual must be completed, corrected, or destroyed by a government entity without regard to the requirements of Minnesota Statutes section 138.17.
- A.J. After completing, correcting, or destroying successfully challenged data, the school district may retain a copy of the commissioner of administration's order issued under Minnesota Statutes chapter 14 or, if no order were issued, a summary of the dispute between the parties that does not contain any particulars of the successfully challenged data.

VII. REQUESTS FOR DATA BY AN INDIVIDUAL SUBJECT OF THE DATA

- A. All requests for individual subject data must be made in writing directed to the responsible authority.
- B. A request for individual subject data must include the following information:
 - 1. Statement that one is making a request as a data subject for data about the individual or about a student for whom the individual is the parent or guardian;
 - 2. Date the request is made;
 - 3. A clear description of the data requested;
 - 4. Proof that the individual is the data subject or the data subject's parent or guardian;
 - 5. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
 - 6. Method to contact the requestor (such as phone number, address, or email address).
- C. The identity of the requestor of private data is private.
- D. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.
- E. Policy 515 (Protection and Privacy of Pupil Records) addresses requests of students or their parents for educational records and data.

VIII. COSTS

- A. Public Data
 - 1. The school district will charge for copies provided as follows:
 - a. 100 or fewer pages of black and white, letter or legal sized paper copies will be charged at 25 cents for a one-sided copy or 50 cents for a two-sided copy.
 - b. More than 100 pages or copies on other materials are charged based upon the actual cost of searching for and retrieving the data and making the copies or electronically sending the data, unless the cost is specifically set by statute or rule.
 - (1) The actual cost of making copies includes employee time, the cost of the materials onto which the data is copied (paper, CD, DVD, etc.), and mailing costs (if any).
 - (2) Also, if the school district does not have the capacity to make the copies, e.g., photographs, the actual cost paid by the school district to an outside vendor will be charged.
 - 2. All charges must be paid for [in cash or by check] in advance of receiving the copies.

[Note: the district should identify the payment methods that it will accept.]

B. Summary Data

1. Any costs incurred in the preparation of summary data shall be paid by the requestor prior to preparing or supplying the summary data.
2. The school district may assess costs associated with the preparation of summary data as follows:
 - a. The cost of materials, including paper, the cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any special costs necessary to produce such copies from a machine-based record-keeping system, including computers and microfilm systems;
 - b. The school district may consider the reasonable value of the summary data prepared and, where appropriate, reduce the costs assessed to the requestor.

C. Data Belonging to an Individual Subject

1. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

The responsible authority shall not charge the data subject any fee in those instances where the data subject only desires to view private data.

The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies. Based on the factors set forth in Minnesota Rule 1205.0300, subpart 4, the school district determines that a reasonable fee would be the charges set forth in section VIII.A of this policy that apply to requests for data by the public.

2. The school district may not charge a fee to search for or to retrieve educational records of a child with a disability by the child's parent or guardian or by the child upon the child reaching the age of majority.

IXVII. Annual Review and Posting

- A. The responsible authority shall prepare a written data access policy and a written policy for the rights of data subjects (including specific procedures the school district uses for access by the data subject to public or private data on individuals). The responsible authority shall update the policies no later than August 1 of each year, and at any other time as necessary to reflect changes in personnel, procedures, or other circumstances that impact the public's ability to access data.
- B. Copies of the policies shall be easily available to the public by distributing free copies to the public or by posting the policies in a conspicuous place within the school district that is easily accessible to the public or by posting them on the school district's website.

Data Practices Contacts

Responsible Authority:

[Name]

[Location]

[Phone number; email address]

Data Practices Compliance Official:

[Name]

[Location]

[Phone number; email address]

Data Practices Designee(s):

[Name]

[Location]

[Phone number; email address]

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

[Minn. Stat. § 13.01 \(Government Data\)](#)

[Minn. Stat. § 13.02 \(Definitions\)](#)

Minn. Stat. § 13.025 (Government Entity Obligation)

[Minn. Stat. § 13.03 \(Access to Government Data\)](#)

[Minn. Stat. § 13.04 \(Rights of Subjects to Data\)](#)

[Minn. Stat. § 13.05 \(Duties of Responsible Authority\)](#)

[Minn. Stat. § 13.32 \(Educational Data\)](#)

[Minn. Rules Part 1205.0300 \(Access to Public Data\)](#)

[Minn. Rules Part 1205.0400 \(Access to Private Data\)](#)

Cross References:

MSBA/MASA Model Policy 406 (Public and Private Personnel Data)

MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

807 HEALTH AND SAFETY POLICY

I. PURPOSE

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to implement a health and safety program that includes plans and procedures to protect employees, students, volunteers, and members of the general public who enter school district buildings and grounds. The objective of the health and safety program will be to provide a safe and healthy learning environment; to increase safety awareness; to help prevent accidents, illnesses, and injuries; to reduce liability; to assign duties and responsibilities to school district staff to implement and maintain the health and safety program; to establish written procedures for the identification and management of hazards or potential hazards; to train school district staff on safe work practices; and to comply with all health and safety, environmental, and occupational health laws, rules, and regulations.
- B. All school district employees have a responsibility for maintaining a safe and healthy environment within the school district and are expected to be involved in the health and safety program to the extent practicable. For the purpose of implementing this policy, the school district may form a health and safety advisory committee to be appointed by the superintendent. The health and safety advisory committee will be composed of employees and other individuals with specific knowledge of related issues. The advisory committee will provide recommendations to the administration regarding plans and procedures to implement this policy and to establish procedures for identifying, analyzing, and controlling hazards, minimizing risks, and training school district staff on safe work practices. The committee will also recommend procedures for investigating accidents and enforcement of workplace safety rules. Each recommendation shall include estimates of annual costs of implementing and maintaining that proposed recommendation. The superintendent may request that the safety committee established under Minnesota Statutes section 182.676 carry out all or part of the duties of the advisory committee or the advisory committee may consider recommendations from a separate safety committee established under Minnesota Statutes section 182.676.

III. PROCEDURES

- A. Based upon recommendations from the health and safety advisory committee and subject to the budget adopted by the school board to implement or maintain these recommendations, the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing within the school district in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and reviewed by the school board on an annual basis and shall be an addendum to this policy. The administration shall identify in writing a contact person to oversee compliance with each specific plan or procedure.
- B. To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the health and safety advisory committee shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions which, through experience or research, have consistently proven to lead to specific positive outcomes.
- C. The school district shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

IV. PROGRAM AND PLANS

- A. For the purpose of implementing this policy, the administration will, within the budgetary limitations adopted by the school board, implement a health and safety program that includes specific plan requirements in various areas as identified by the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:
 - 1. Asbestos
 - 2. Fire and Life Safety
 - 3. Employee Right to Know
 - 4. Emergency Action Planning
 - 5. Combustible and Hazardous Materials Storage
 - 6. Indoor Air Quality
 - 7. Mechanical Ventilation
 - 8. Mold Cleanup and Abatement
 - 9. Accident and Injury Reduction Program: Model AWAIR Program for Minnesota Schools
 - 10. Infectious Waste/Bloodborne Pathogens
 - 11. Community Right to Know
 - 12. Compressed Gas Safety
 - 13. Confined Space Standard
 - 14. Electrical Safety
 - 15. First Aid/CPR/AED
 - 16. Food Safety Inspection
 - 17. Forklift Safety

18. Hazardous Waste
19. Hearing Conservation
20. Hoist/Lift/Elevator Safety
21. Integrated Pest Management
22. Laboratory Safety Standard/Chemical Hygiene Plan
23. Lead
24. Control of Hazardous Energy Sources (Lockout/Tagout)
25. Machine Guarding
26. Safety Committee
27. Personal Protection Equipment (PPE)
28. Playground Safety
29. Radon
30. Respiratory Protection
31. Underground and Above Ground Storage Tanks
32. Welding/Cutting/Brazing
33. Fall Protection
34. National Emission Standards for Hazardous Air Pollutants for School Generators established by the United States E.P.A.
35. Other areas determined to be appropriate by the health and safety advisory committee.

If a risk is not present in the school district, the preparation of a plan or procedure for that risk will not be necessary.

- B. The administration shall establish procedures to ensure, to the extent practicable, that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.
- C. The administration shall conduct or arrange safety inspections and drills. Any identified hazards, unsafe conditions, or unsafe practices will be documented and corrective action will be taken to the extent practicable to control that hazard, unsafe condition, or unsafe practice.
- D. Communication from employees regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices is encouraged in either written or oral form. No employee will be retaliated against for reporting hazards or unsafe or potentially unsafe working conditions or practices.
- E. The administration shall conduct periodic workplace inspections to identify potential hazards and safety concerns.
- F. In the event of an accident or a near miss, the school district shall promptly cause an accident investigation to be conducted in order to determine the cause of the incident and to take action to prevent a similar incident. All accidents and near misses must be reported to an immediate supervisor as soon as possible.

V. BUDGET

The superintendent shall be responsible to provide for periodic school board review and approval of the various plan requirements of the health and safety program, including current plan requirements and related written plans and procedures and recommendations for additional plan requirements proposed to be adopted. The superintendent, or such other school official as designated by the superintendent, each year shall prepare preliminary revenue and expenditure budgets for the school district's health and safety program. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for this program and make such adjustments within the expenditure budget to carry out the current program and to implement new recommendations within the revenues projected and appropriated for this purpose. No funds may be expended for the health and safety program in any school year prior to the adoption of the budget document authorizing that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year. The health and safety program shall be implemented, conducted, and administered within the fiscal restraints of the budget so adopted.

VI. ENFORCEMENT

Enforcement of this policy is necessary for the goals of the school district's health and safety program to be achieved. Within applicable budget limitations, school district employees will be trained and receive periodic reviews of safety practices and procedures, focusing on areas that directly affect the employees' job duties. Employees shall participate in practice drills. Willful violations of safe work practices may result in disciplinary action in accordance with applicable school district policies.

Legal References: Minn. Stat. § 123B.56 (Health, Safety, and Environmental Management)
Minn. Stat. § 123B.57 (Health and Safety Projects)
Minn. Stat. § 182.676 (Safety Committees)
Minn. Rules Part 5208.0010 (Accident and Injury Reduction Program; Applicability)
Minn. Rules Part 5208.0070 (Accident and Injury Reduction Program; Alternative Forms of Committee)

901 COMMUNITY EDUCATION

I. PURPOSE

The purpose of this policy is to convey to employees and to the general public the important role of community education within the school district.

II. GENERAL STATEMENT OF POLICY

The school board affirms a strong commitment to the community education program. The school board welcomes, and strongly encourages use of school buildings and activity areas by the community when not used for regularly scheduled elementary and secondary programs. The school administration should strive to accomplish the following objectives:

- A. Maximum use should be made of public-school facilities within the school district service area.
- B. Educational needs and interest of area residents should be determined periodically.
- C. Community resources and expertise of residents should be utilized to develop a vibrant, well-rounded community education program.
- D. Area residents should be encouraged to actively participate in program opportunities.

III. COMMUNITY EDUCATION ADVISORY COUNCIL

- A. The council shall assist in promoting the goals and objectives of the program.
- B. The membership of the community education advisory will consist of members who represent: various service organizations; churches; public and nonpublic schools; local government including elected officials; public and private nonprofit agencies serving youth and families; parents; youth; park, recreation or forestry services of municipal or local government units located in whole or in part within the boundaries of the school district; and any other groups participating in the community education program in the school district.
- C. Bylaws of the community education advisory council shall provide the framework for the organization including criteria pertaining to membership, officers' duties, frequency and structure of meetings and such other matters as deemed necessary and appropriate.

- D. The council will adopt a policy to reduce and eliminate program duplication within the school district.

Legal References: Minn. Stat. § 123B.51 (Schoolhouses and Sites; **Uses for School and Nonschool Purposes; Closings**)

Minn. Stat. § 124D.19, Subd. 1 (Community Education Programs; Advisory Council)

Minn. Stat. § 124D.20, Subd. 1 (Community Education Revenue)

902 USE OF SCHOOL DISTRICT FACILITIES AND EQUIPMENT

I. PURPOSE

The purpose of this policy is to provide guidelines for community use of school facilities and equipment.

II. GENERAL STATEMENT OF POLICY

The school board encourages maximum use of school facilities and equipment for community purposes if, in its judgment, that use will not interfere with use for school purposes.

III. SCHEDULED COMMUNITY EDUCATION CLASSES AND ACTIVITIES

- A. The school district administration shall be charged with the process of scheduling rooms and special areas for community education classes and activities planned to be offered during each session.
- B. Procedures for providing publicity, registration, and collection of fees shall be the responsibility of the school district administration.
- C. Registration fees may be structured to include a pro-rata portion of costs for custodial services that may be needed.

IV. GENERAL COMMUNITY USE OF SCHOOL FACILITIES

- A. The school board may authorize the use of school facilities by community groups or individuals. It may impose reasonable regulations and conditions upon the use of school facilities as it deems appropriate.
- B. Requests for use of school facilities by community groups or individuals shall be made through the school district administrative office. The administration will present recommended procedures for the processing and review of requests to the school board. Upon approval by the school board, such procedures shall be an addendum to this policy.
- C. The school board may require a rental fee for the use of school facilities. Such fee may include the cost of custodial and supervisory service if deemed necessary. It may also require a deposit or surety bond for the proper use and repair of damage to school facilities. A rental fee schedule, deposit or surety bond schedule, and payment procedure shall be presented for review and approval by the school board.

- D. When emergencies or unusual circumstances arise that necessitate rescheduling the use of school facilities, every effort will be made to find acceptable alternative meeting space.

V. USE OF SCHOOL EQUIPMENT

The administration will present a procedure to the school board for review and approval regarding the type of equipment that is available for community use, the extent to which it may be utilized, and the manner by which it may be scheduled for use and any charges to be made relating thereto. Upon approval of the school board, such procedure shall be an addendum to this policy.

VI. RULES FOR USE OF FACILITIES AND EQUIPMENT

The school board expects members of the community who use facilities and equipment to do so with respect for school district property and an understanding of proper use. Individuals and groups shall be responsible for damage to facilities and equipment. A certificate of insurance may be required by the school district to ensure payment for these damages and any liability for injuries.

Legal References: Minn. Stat. § 123B.51 (Schoolhouses and Sites; **Uses for School and Nonschool Purposes; Closings**) ~~Access for Noncurricular Purposes~~

903 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES

I. PURPOSE

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

II. GENERAL STATEMENT OF POLICY

- A. The school board encourages interest on the part of parents and community members in school programs and student activities. The school board welcomes visits to school buildings and school property by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within the procedures and requirements established by the school district.
- B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.

III. POST-SECONDARY ENROLLMENT OPTIONS STUDENTS

- A. A student enrolled in a post-secondary enrollment options course may remain at the school site during regular school hours in accordance with established procedures.
- B. A student enrolled in a post-secondary enrollment options course may be provided with reasonable access, during regular school hours, to a computer and other technology resources that the student needs to complete coursework for a post-secondary enrollment course in accordance with established procedures.

IV. RESPONSIBILITY

- A. The school district administration shall present recommended visitor and post-secondary enrollment options student procedures and requirements to the school board for review and approval. The procedures should reflect input from employees, students and advisory groups, and shall be communicated to the school community and the general public. Upon approval by the school board, such procedures and requirements shall be an addendum to this policy.
- B. The superintendent shall be responsible for providing coordination that may be needed throughout the process and providing for periodic school board review and approval of the procedures.

V. VISITOR LIMITATIONS

- A. An individual, post-secondary enrollment options student, or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employees or the school district.
- B. Visitors, including post-secondary enrollment options students, are authorized to park vehicles on school property at times and in locations specified in the approved visitor procedures and requirements which are an addendum to this policy or as otherwise specifically authorized by school officials. When unauthorized vehicles of visitors are parked on school property, school officials may:
1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
 2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school property.
- C. An individual, post-secondary enrollment options student, or group who enters school property without complying with the procedures and requirements may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 124D.09 (Postsecondary Enrollment Options **Act Program**)
Minn. Stat. § 128C.08 (Assaulting a Sports Official Prohibited)
Minn. Stat. § 609.605, Subd. 4 (Trespasses **on School Property**)

Resolution for Acceptance of Gifts

Member _____ introduced the following resolution and moved its adoption:

WHEREAS

- Christ the King Lutheran Church, Donation of \$100.00 to the Wellness Room
- Stout and Evink, Donation of \$30.00 for Teacher Appreciation Week
- Pipestone Publishing Company, Inc., Donation of \$1,345.00 to Athletic Help Fund from spring poster

have generously offered to donate the above items listed to Pipestone Area School District.

WHEREAS no conditions are placed on the gifts.

THEREFORE, BE IT RESOLVED by the Pipestone Area School Board to gratefully accept the gifts.

The motion for adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

The foregoing resolution was approved this 24th day of April 2023.

Date 3-23-23

Received of Christ the King Amount \$ 100-
For Donation to Wellness Center

Code							Amount	Description
							100-	check

Signed DP

THIS CHECK IS VOID WITHOUT THE SAFETY FEATURES LISTED ON THE BACK

Apply to account: **CTK - - CHRIST THE KING LUTHERAN CHURCH**

15032341528

CHRIST THE KING LUTHERAN CHURCH
PO BOX 682
PIPESTONE, MN 56164-0682

78-844
0914

DATE
03/15/2023

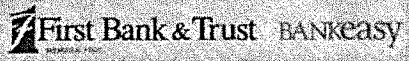
0006601993

First Bank & Trust
P.O. BOX 5057
Brookings SD 57006-5057

PAY **(ONE HUNDRED DOLLARS AND NO/100)**
TO THE ORDER OF **PAS WELLNESS ROOM**

AMOUNT

****\$100.00**



Signature on File -
account holder has pre-approved this check
Void After 90 Days

⑈0006601993⑈ ⑆091408446⑆ 115887⑈

Date 3-23-23

3422

Received of Stout + Evink Amount \$ 30-

For Donation to teacher Appreciation week

Code							Amount	Description
							30-	check

Signed RP

Stout & Evink Plumbing & Heating, Inc.
 PIPESTONE AREA SCHOOLS

3/15/2023

44309

30.00

Teacher App week

Checking - General Teacher Appreciation Week

30.00

Independent School District No. 2689
Pipestone, Minnesota 56164

Date 4-14-23

3491

Received of Pipestone Publishing Co Amount \$ 1345-
For Donation to Athletic Help fund from Spring Poster

Code							Amount	Description
							1345-	check

Signed VP

48288

PIPESTONE PUBLISHING COMPANY, INC.
115 SECOND STREET NE PO BOX 277
PIPESTONE, MN 56164
507-825-3333 / 800-325-6440



78-844/914

DATE 3-17-2023

PAY TO THE ORDER OF PAS Athletic Fund \$ 1345.00

One thousand three hundred forty-five and ^{no} / 100 DOLLARS



P.O. Box 190
Pipestone, MN 56164
(507) 825-3344

FOR Spring poster

Ilenda Carstensen MP

⑈048288⑈ ⑆091408446⑆ 111413⑈

Resolution for Acceptance of Gifts

Member _____ introduced the following resolution and moved its adoption:

WHEREAS

- CHS, Donation of \$100.00 to Robotics

have generously offered to donate the above items listed to High School Activities.

WHEREAS no conditions are placed on the gifts.

THEREFORE, BE IT RESOLVED by the Pipestone Area School Board to gratefully accept the gifts.

The motion for adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

The foregoing resolution was approved this 24th day of April, 2023.



P.O. Box 20
Brandon, SD 57005
1-800-697-3128

Check # 384540

760384540

Date: 4/13/2023

<u>Reference</u>	<u>Date</u>	<u>Loc</u>	<u>Voucher</u>	<u>Description</u>	<u>Amount</u>
2023 ARROWBOTS	1/17/2023	BQ7	WA3226	2023 ARROWBOTS DONATION	100.00

Vendor: INDEPENDENT SCHOOL DISTRICT 2689
Vendor # 122659

\$100.00

	P.O. Box 20 Brandon, SD 57005 1-800-697-3128	PAYABLE THROUGH	760384540
		Wells Fargo Bank, N.A. Red Wing, Minnesota 55066	
		DATE	384540
		4/13/2023	DRAFT AMOUNT
			\$100.00
PAY	One hundred and NO/100		Dollars
PAY TO THE ORDER OF:	INDEPENDENT SCHOOL DISTRICT 2689 PIPESTONE AREA SCHOOLS 1401 7TH ST SW PIPESTONE MN 56164-1877		
			AUTHORIZED SIGNATURE

⑈ 760384540 ⑈ ⑆ 091900465 ⑆ 0209998 ⑈

July 2023 - June 2024 (Opt 1)

July 2023

S	M	T	W	T	F	S
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January 2024

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1 – New Year's Day
10,17,24,31 Early Dismissal 2:00
15 – MLK/No Meetings
19- End of First Semester
22 – Inservice/Workday
21-S 22-T 22-P

August 2023

S	M	T	W	T	F	S
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28-31 - Inservice
0-S 4-T 2-P

February 2024

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7,14,21,28 Early Dismissal 2:00
15 – Elem Student Led Conf
19 – President's Day/No School
27 – No Mtgs/Activities
20-S 20-T 20-P

September 2023

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4 – Labor Day
5 – First Day of School
20, 27 -Early Dismissal 2:00
19-S 19-T 19-P

March 2024

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31						

6,13,20 – Early Dismissal 2:00
12 – No Mtgs/Act 6-8 pm
26 – 3rd Qtr Ends
27 – Inservice/Work Day
28 – 29 Spring Break
18-S 19-T 18-P

October 2023

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4,11,18,25 Early Dismissal 2:00
19-20 MEA No School
20-S 20-T 20-P

April 2024

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1-2 Spring Break
10,17,24 Early Dismissal 2:00
20-S 20-T 20-P

November 2023

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7 – Election Day/No Mtgs/Act 6-8
9 – 1st Qtr Ends
10 – Veterans Day/No Mtgs
10 – Inservice/Workday
1,8,15,22,29 Early Dismissal 2:00
23 – Thanksgiving/24 No School
19-S 20-T 20-P

May 2024

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1,8 Early Dismissal 2:00
26 - Graduation
27 – Memorial Day/No School
30 – Last Day of School
31 - Workday
21-S 22-T 22-P

December 2023

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6,13 Early Dismissal 2:00
22-29 Winter Break/No School
15-S 15-T 15-P

June 2024

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173-S 181-T 178-P

Snow Makeup Days: 12/22, 1/22, 2/19, 3/27, 3/28, 4/1, 4/2, 5/31, 6/3, 6/4, 6/5, 6/6, 6/7

July 2023 - June 2024 (Opt 2)

July 2023

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January 2024

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1 – New Year's Day
10,17,24,31 Early Dismissal 2:00
15 – MLK/No Meetings
19- End of First Semester
22 – Inservice/Workday
21-S 22-T 22-P

August 2023

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28-31 - Inservice
0-S 4-T 2-P

February 2024

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7,14,21,28 Early Dismissal 2:00
15 – Elem Student Led Conf
19 – President's Day/No School
27 – No Mtgs/Activities
20-S 20-T 20-P

September 2023

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4 – Labor Day
5 – First Day of School
20, 27 -Early Dismissal 2:00
19-S 19-T 19-P

March 2024

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6,13,20 – Early Dismissal 2:00
12 – No Mtgs/Act 6-8 pm
26 – 3rd Qtr Ends
27 – Inservice/Work Day
28 – 29 Spring Break
18-S 19-T 18-P

October 2023

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4,11,18,25 Early Dismissal 2:00
20 – MEA/No School
21-S 21-T 21-P

April 2024

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1-2 Spring Break
10,17,24 Early Dismissal 2:00
20-S 20-T 20-P

November 2023

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3 – 1st Qtr Ends
6 – Inservice/Workday
7 – Election Day/No Mtgs/Act 6-8
1,8,15,22,29 Early Dismissal 2:00
10 – Veterans Day/No Mtgs
23 – Thanksgiving/24 No School
19-S 20-T 20-P

May 2024

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1,8 Early Dismissal 2:00
26 - Graduation
27 – Memorial Day/No School
30 – Last Day of School
31 - Workday
21-S 22-T 22-P

December 2023

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31						

6,13 Early Dismissal 2:00
21-29 Winter Break/No School
14-S 14-T 14-P

June 2024

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173-S 181-T 178-P

LEASE AGREEMENT

THIS AGREEMENT made this _____ day of April, 2023, by and between the Pipestone Country Club, Inc., a Minnesota Non-Profit Corporation (hereafter “PCC”) and Independent School District 2689, a Minnesota public body corporate, also known as Pipestone Area School District (hereafter “PAS”), do hereby contract and agree as follows:

WHEREAS, PCC has a long history of working with PAS to make sure PAS has affordable access to a local golf course and practice facility to allow PAS to have boys and girls golf teams, at the varsity and middle school levels; and

WHEREAS, that commitment from PCC has come at a very reasonable rental rate over the past many years and PCC has been able to financially make that financial commitment to grow the game of golf and provide the students at PAS with facilities that have produced a number of outstanding boys and girls golf teams as well as individual players at both the Conference and the State Tournament level; and

WHEREAS, the parties fully recognize that the rental costs of the PCC golf course and practice facilities by PAS has been at a cost well below the rental costs that other School Districts in the Big South Conference and surrounding Districts have had to pay to obtain the same facilities and privileges; and

WHEREAS, PCC’s present financial position does not allow it to continue to offer the leased facilities at a substantially discounted rate; and

WHEREAS, PAS in recognition of the many years of substantially discounted rental costs is willing to modify the past lease arrangement to continue to offer boys and girls golf to its students at a golf course located in Pipestone.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and provisions contained herein, the sufficiency of which is hereby acknowledged, the parties do hereby contract and agree as follows:

1. The typical golf season each spring consisting of approximately 8 weeks in April and May. It is understood that the season could be shorter or longer based upon weather and post-season play.
2. Golf team will have access to the course after school each day (excluding during men’s & ladies’ league on Tuesdays and Wednesdays respectively once league play has begun).
 - Athletic Director or Golf Coach will provide PCC a schedule of practices and events.
 - PCC events will have priority over PAS activities in the event of a conflict with PCC trying to give PAS 14 day prior notice thereof.
 - PAS golf team will, however, have access to practice facilities during league play and PCC prioritized events.

- PAS may also hold up to two (2) Cross-Country events and schedule the PCC for PHY-ED classes upon giving PCC at least 7 days advance notice thereof.
 - PAS will provide names of all student golfers so that PCC can distribute a “bag tag” to every student golfer, allowing PCC to identify and track the students.
3. This agreement is based upon nineteen (19) golfers for the PAS golf teams; Boys and girls grades 7-12.
 4. This Agreement shall be for the 2023 high school golf season and will automatically renew upon the same terms each year subject to the right of either party’s option to re-negotiate the terms prior to the golf season of the odd numbered years going forward.
 5. The rental fees that PAS shall pay for the 2023 high school golf season and the extended Pass Privileges Season to allow the student golfers to improve their skills over the course of the golf season whenever the golf course is open for play is as follows:

Yearly Assessment:

A. Team Pass

- Youth Season Pass of \$150 x 19 golfers (with up to 5 additional being free) \$ 2850
- Capital Equipment Fee per youth pass (\$50 x 19 golfers) \$ 950
- Range Pass of \$130 x 19 golfers (with up to 5 additional passes being free) (limit of 2 buckets/day per pass) \$ 2470

B. Home Matches

- Up to six (6) 9-hole matches x \$275 \$ 1650
- Up to three (3) 18-hole matches x 600 \$ 1800
- Cart Rental for Coaches \$275 x 2 (home matches only) \$ 550

C. Cross-Country Events and Physical Education Classes \$ 1200

Golf and Cross-Country Events require complete course closure and the fees above have been substantially reduced from our normal rates for this service.

D. Cart Shed Rental

- Two stalls for storage of golf team equipment x \$595 \$ 1190

Total Rental fee \$12,660

It is understood and agreed that \$12,660.00 shall be the minimum rental fee for up to the above stated maximum number of rental privileges. If PAS needs change or the number of students exceeds the agreed maximum, PAS will agree to pay for the additional privileges at the individual rates set forth above. Said \$12,660.00 rental fee shall be due and payable on or before May 1st of each year commencing with May 1, 2023.

6. **Youth Season Pass:** Allows student golfers access to the golf course all season long, **excluding:**
- A. No access during Men’s league day (presently Tuesdays), Ladies league day (presently Wednesdays), or other scheduled PCC functions.
 - B. No access during Saturday and Sunday tee times from 10:00 AM to 5:00 PM unless accompanied by an adult PCC member.

Youth Season Range Pass: Allows student golfers access to the range, **excluding** when Men’s & Ladies’ League play is in progress and an hour before league play commences and an hour after play has ended.

This agreement will be in effect starting April 1, 2023.

Pipestone Country Club, Inc.

Independent School District #2689,
also known as Pipestone Area
School District

By _____
Its President

By _____
Its Activities Director

Date _____

Date _____