

Regular Meeting  
Monday, June 5, 2023 6:30 PM

Teaching & Learning Center, Becker High  
School  
12000 Hancock Street  
Becker, MN 55308

## **Agenda**

1. PROCEDURAL ITEMS
  - 1.A. Call to Order
  - 1.B. Pledge of Allegiance
  - 1.C. Agenda
  - 1.D. Recognition of Visitors and Public Forum
  - 1.E. Presentations
2. REPORTS
  - 2.A. Student Report
  - 2.B. Superintendent's Report
  - 2.C. Committee Reports
3. CONSENT AGENDA
  - 3.A. Minutes
  - 3.B. Financial Report
  - 3.C. Disbursements
  - 3.D. Personnel
  - 3.E. MSHSL Membership Renewal
  - 3.F. Communication Plan
4. GIFTS
5. DISCUSSION: POLICE LIAISON OFFICER
6. JUNE/JULY GOALS MEETING
7. SECOND READINGS
8. LONG-TERM FACILITY MAINTENANCE TEN-YEAR EXPENDITURE APPLICATION
9. CLOSED SESSION TO DISCUSS NEGOTIATIONS STRATEGY
10. ADJOURN

# BECKER PUBLIC SCHOOLS



## CLASSIFICATION & COMPENSATION STUDY EXECUTIVE SUMMARY



**Bjorklund Compensation Consulting**

Serving the Human Resource Needs of the Public Sector

# STUDY OBJECTIVES:

## Objectives:

- Collect job information
- Study jobs & prepare descriptions.
- Evaluate jobs
- Conduct a salary survey.
- Design or update a pay plan
- Estimate implementation costs

# **OBJECTIVE 1: Collect Job Information & Study Jobs**

- Distributed position description questionnaires
- Conducted manager interviews to expand on PDQ information, clarify job responsibilities.

## OBJECTIVE 1/2: Collect Job Information & Study Jobs

### Study of jobs became more complicated

- A significant number of employees did not complete or return questionnaires.
- Some District job classes were missing completed questionnaires altogether, so BCC was forced to utilize existing job descriptions.
- District had a number of employees in “mixed classifications” or performing duties in multiple job titles.
- Several existing job classifications in place were very broadly defined but responsibility levels were significantly different within the classification (i.e., paraprofessionals and administrative support).
- After the completion of the major portion of the job study, there were several identified missing classifications which will have to be incorporated in its ongoing maintenance of the classification system

## STUDY OBJECTIVE 2: PREPARE JOB DESCRIPTIONS

- Did a preliminary evaluation of job duties, qualifications, occupational skill levels and identified job descriptions to be written.
- Prepared draft job descriptions
- Submitted descriptions to managers for review, corrections, deletions and additions.
- Revised, updated, and finalized job descriptions

## Study Objective 3: Evaluate Jobs

- Assessed jobs on the Classification Matrix System (CMS)
- Examines jobs on Four Factors
  - Knowledge & Occupational Skill (52%)
  - Supervisory Authority (20%)
  - Public Relations (20%)
  - Working Conditions (8%)
- Reviewed Rating Outcomes With Project Team (Supt, HR Dir., Dir. Business Services, Director of Teaching & Learning)

**Supervisory Authority** This factor evaluates the extent and level of supervisory authority as assessed through the intersection of level of supervisory responsibility and extent of supervision.

**Extent of Supervisory Responsibility** This subfactor evaluates the extent of supervision as measured by the number of employees directly and indirectly the position is accountable for. \*\*\*Depending upon the size of the organization, employee numbers are subject to change\*\*\*



**Level of Supervisory Responsibility** This subfactor assesses and evaluates the relative extent and level of supervisory authority present in positions having similar knowledge and discretion work requirements.

	Degree A: 0-5 employees	Degree B : 6-10 employees	Degree C: 11-20 employees	Degree D : 21-30 employees	Degree E: 31 or more employees
<b>Level A:</b> Responsible primarily for own work assignments. May provide training, instruction and assistance to co-workers as an experienced employee but is primarily responsible for their own d	30	30	30	30	30
<b>Level B:</b> Assigns, monitors, plans and schedules work activities and performs similar tasks as a leadworker. No authority to evaluate employees or determine work processes. Employees at this perform many of the same or similar functions as employees they lead but also are held accounta for work operations and work results.	50	70	100	140	190
<b>Level C:</b> Has staff authority as a technical expert in a field of study. Employees are required to advice and direction from this position prior to acting on related issues. This technical expertise provided to managers and officials in the organization and is used by them in guiding their super and management decisions.	100	120	150	190	240
<b>Level D:</b> Has full and line supervisory authority over work assignments at this level. Delegates controls what and how the work is done, evaluates performance and conducts performance review effectively initiates personnel actions. This level may also include the supervisory responsibility accountability for a small agency or distinct function within the organization.	170	190	220	260	310
<b>Level E:</b> Serves as a manager over other line supervisors and charged with the responsibility for overall operations, functions and objectives of a major functional area of the organization.	260	280	310	350	400
<b>Level F:</b> Serves as an executive officer of the organization having high level management responsibility for multiple major functional areas of the organizations. Provides management direction, policy interpretation and oversight to other managers across the organization.	370	390	420	460	510

# Grade Determination Chart

Grade Assignment	Point Minimum	Point Maximum
1	200	216
2	217	234
3	235	254
4	255	276
5	277	299
6	300	324
7	325	351
8	352	380
9	381	411
10	412	445
11	446	482
12	483	522
13	523	564
14	565	611
15	612	661
16	662	715
17	716	773
18	774	836
19	837	904
20	905	977
21	978	1056
22	1057	1142
23	1143	1234
24	1235	1334
25	1335	1442
26	1443	1558
27	1559	1684
28	1685	1820
29	1821	1966
30	1967	2125
31	2126	2296
32	2297	2481

## Study Objective 4: Conduct Salary Survey

- Worked with HR to identify and select benchmark jobs & organizations to survey.
- Benchmark jobs selected on the basis of:
  - similar jobs could be found in most districts surveyed
  - sample would include a range of responsibility levels
  - job duties would be relatively stable across organizations
- Benchmark organizations selected on the basis of:
  - similar geographic area
  - similar populations services high/low
  - organizations historically viewed as similar

## **Study Objective 4: Conduct Salary Survey**

- BCC prepared a survey questionnaire to gather pay data and emailed survey to selected participants
- HR contacted each participant to request their cooperation in completing the survey questionnaires.
- BCC compiled, reviewed, entered and analyzed survey data
- BCC prepared a Salary Survey Report and provided survey participants a free copy of the report for their cooperation.

## Study Objective 5/6: Design/Revise Pay Plan

- Focus was on creating a uniform and consistent pay plan and employee treatment by incorporating the dual considerations of job ratings and market, and placing emphasis on the of the MN Pay Equity Act of 1984.
- Provided District with estimated cost to implement the proposed salary plan.
- The proposed pay plan and associated costs are an estimate since they are subject to collective bargaining and District strategy.

# Findings: Job Ratings

<b>Proposed Classification Title:</b>	<b>Total Points</b>	<b>Salary Grade</b>
Superintendent	1975	30
Director of Curriculum & Instruction	1595	27
Director of Business Services	1590	27
High School Principal	1540	26
Middle School Principal	1465	26
Primary Principal	1375	25
Intermediate/Primary Principal	1375	25
Community Ed Director	1240	24
Director of Human Resources	1190	23
Assistant Principal * Market Grade Adjustment	1175	24
Activities Director	1110	22
Director of Buildings & Grounds	1010	21
Director of Food & Nutrition Services	980	21
Director of Transportation	980	21
Director of Instructional Technology	930	20
Network Administrator	915	20
Early Childhood Education Program Coordinator	915	20
Classroom Teachers K-12	870	19
Media Specialist	870	19
School Counselor	850	19
License School Nurse	850	19
Speech & Language Pathologist	850	19
Behavioral Interventionist	850	19

# Findings: Job Ratings

<b>Proposed Classification Title:</b>	<b>Total Points</b>	<b>Salary Grade</b>
Data Specialist	835	18
ECFE Teacher	795	18
Pre-School Teacher	795	18
School Age Child Care Coordinator	715	16
Lead Mechanic	690	16
HR Coordinator	670	16
Communications and Marketing Specialist	660	15
Student Services Information Secretary	610	14
LPN	595	14
Administrative Assistant-Superintendent	575	14
Lead Groundskeeper	555	13
Payroll Specialist	535	13
Finance Assistant	535	13
Dispatcher/Router/Trainer	520	12
Administrative Assistant-Principal	515	12
Day Lead Custodian	500	12
Administrative Assistant-Activities	495	12
Community Ed-Administrative Assistant	495	12
Mechanic Assistant	470	11
Business Office Assistant	460	11
Production/Lead Cook	460	11
Night Lead Custodian	450	11

# Findings: Job Ratings

Proposed Classification Title:	Total Points	Salary Grade
Groundskeeper/Delivery Worker	430	10
Technology Assistant	420	10
Administrative Assistant-Counseling Office	420	10
Lead Cook	410	9
Lead Ala Carte Cook	410	9
Youth Sports Coordinator	390	9
Bus Drivers	390	9
Camp Opportunity Program Lead	390	9
Paraprofessionals	390	9
Media Assistant	370	8
Administrative Support Assistant	370	8
Custodial/Maintenance	355	8
Van Drivers	315	6
Supervisory Paraprofessional	315	6
Assistant Cook	315	6
Cashier	315	6
Camp Opportunity Program Assistant	295	5
Food Service Assistant	220	2

# Classification Issues:

In the process of studying and evaluating job responsibilities, several issues became apparent.

- Administrative support jobs were all assigned to the same level but, it was apparent that there were significant differences in responsibility levels.
  - Jobs were allocated to classification titles based upon the responsibility levels determined through job evaluation.
  - This resulted in a greater differentiation across the administrative support positions

# Classification Issues:

- Paraprofessionals were all grouped into the same range but there were clear differences in responsibility levels.
  - While some appear to require “highly qualified” designations, other positions did not seem to meet that level of educational level or experience requirement to carry out job responsibilities.
  - BCC created two levels to recognize these differences (i.e., Paraprofessional and Supervisory Paraprofessional).

# FINDINGS: SALARY SURVEY

## LIST OF BENCHMARK POSITIONS

Superintendent of Schools  
Assistant Principal  
Activities Director  
Director of Building & Grounds  
Director of Food Service  
Licensed K-12 Teacher  
Payroll Specialist  
Director of Business Services  
Director of Curriculum & Instruction  
Director of Instructional Technology  
Day Lead Custodian  
Custodian  
Director of Transportation (insufficient data or job matches)  
HS Principal  
Bus Driver  
Director of Community Education  
Early Education Coordinator  
Head Cook  
Food Service Worker  
Network Administrator  
Instructional Paraprofessional  
Finance Assistant  
Superintendent Secretary  
Counselor Secretary  
Administrative Assistant-Principal  
Administrative Assistant-Activities  
Technology Assistant  
Supervisory Paraprofessional

# FINDINGS: SALARY SURVEY

- 18 Benchmark organizations were identified and 15 provided survey responses for a participation rate of 83%.

## Organizations Participating:

Annandale Public Schools

Glencoe-Silver Lake Public Schools

Hutchinson Public Schools

Waseca Schools

Albany Public Schools

Delano Public Schools

Litchfield Schools

Little Falls Schools

Monticello Public Schools

Watertown-Mayer Public Schools

Red Wing Schools

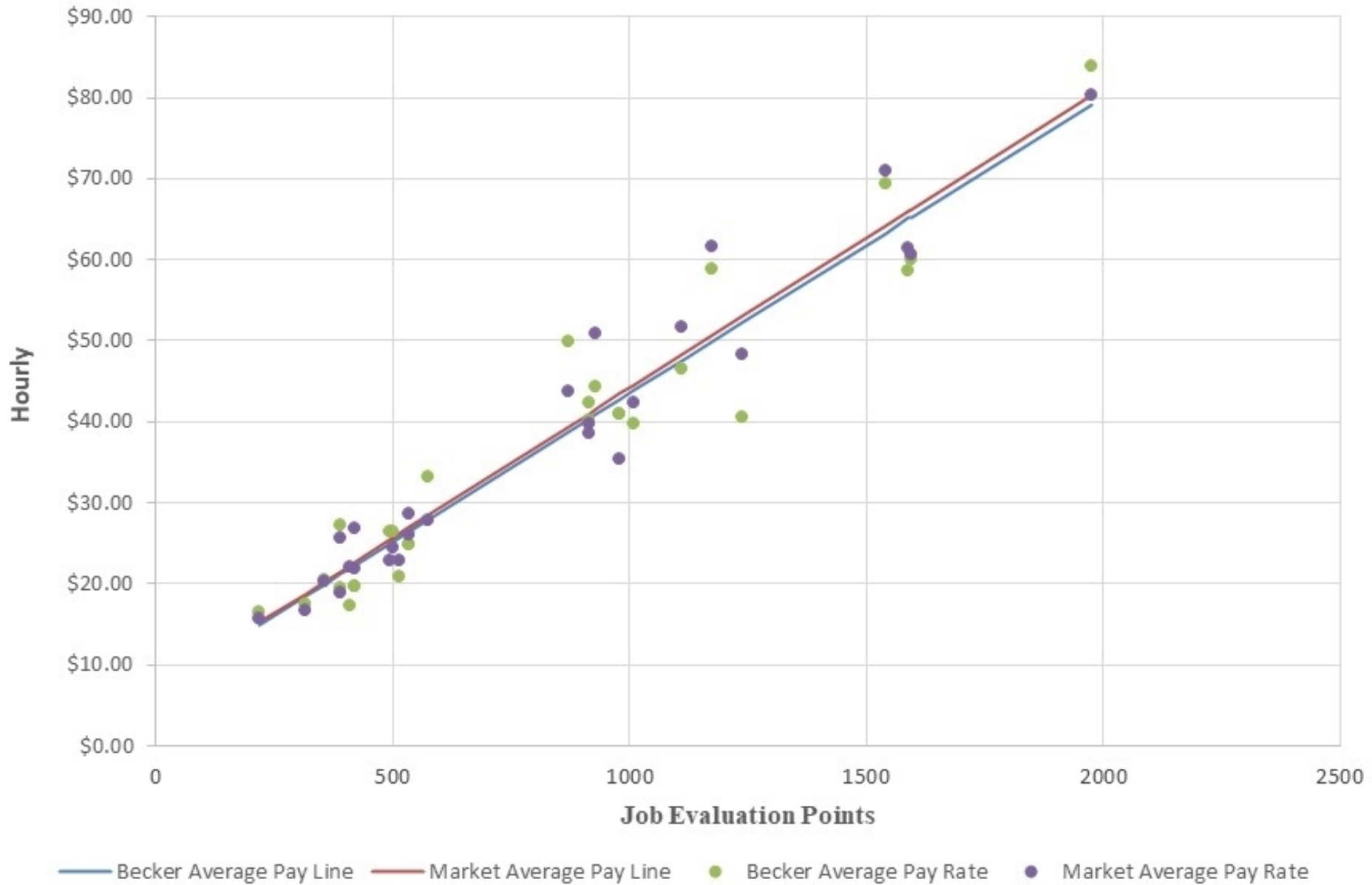
North Branch Public Schools

Cambridge-Isanti Schools

Princeton Public Schools

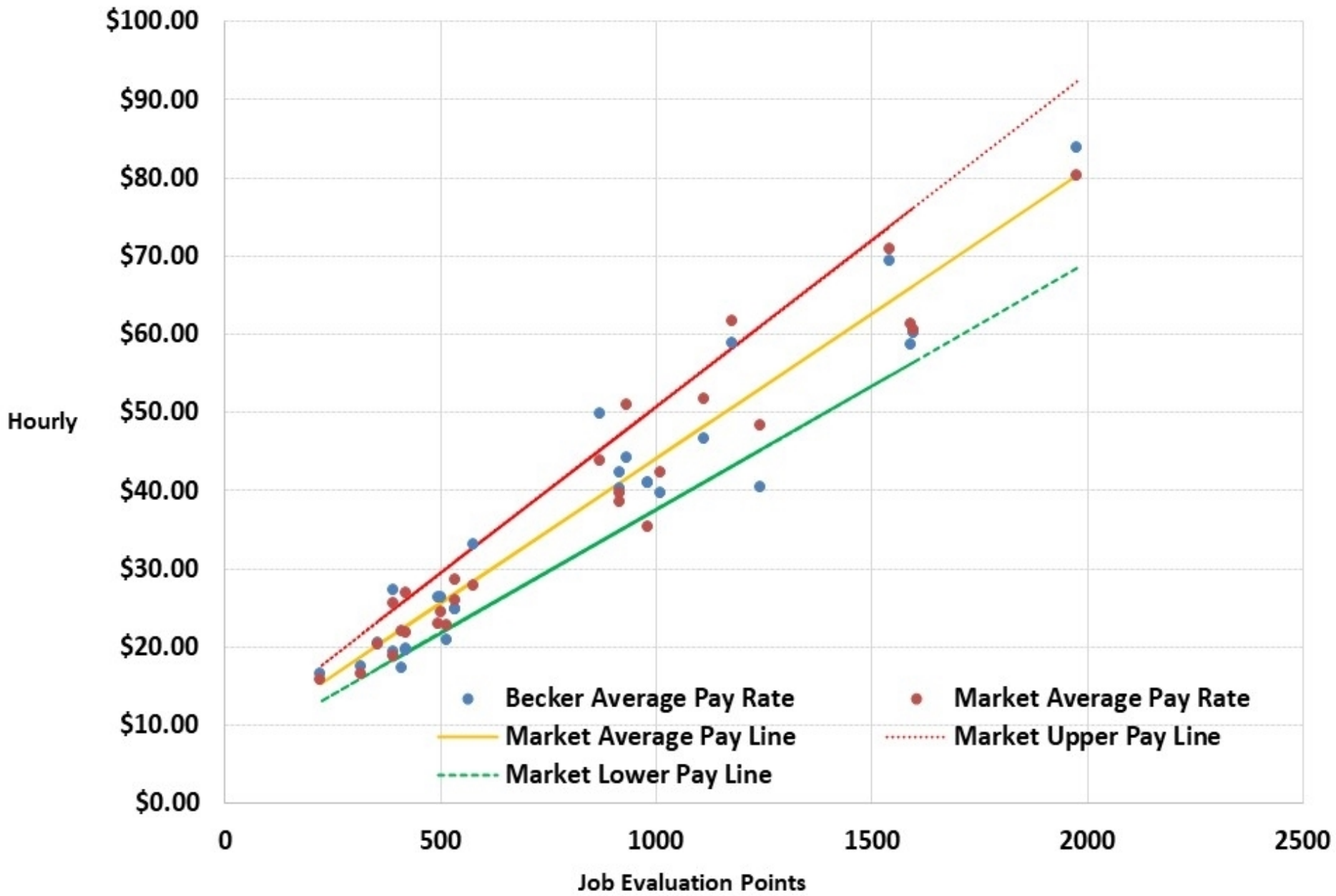
Big Lake Public Schools

# Becker Public Schools Comparison of Becker vs. Market Pay Line



# BECKER PUBLIC SCHOOLS

## TREND ANALYSIS OF AVERAGE PAY & 35% SPREAD AROUND AVERAGE TREND LINE



## FINDINGS: SALARY SURVEY

- BCC assessed survey data using the median average market rate or the 50<sup>th</sup> percentile.
- Median average rates used since it is less subject to wide dispersions in reported data.
- Median average rates were only used as the comparison since the District has a large number of individual agreements but no minimum or maximums that govern pay setting.

# FINDINGS: SALARY SURVEY

- The survey analysis shows that the current average pay rates are relatively competitive with market median averages.
- On average, the median market average is 1.58% higher than Becker's average pay rates.
- There was a high correlation between market pay rates, your pay rates and the job evaluation findings. This was demonstrated by the similarity of the pay lines generated in the first graph.

# Findings: Design New Pay Plan

## For all jobs excluding jobs in Teacher contract:

- BCC established the midpoint of each range at the median market rate pay line value.
- BCC built range minimums and maximums around the market median rate using a salary range spread of 35% for all ranges.
- 16 Steps were created within each pay range using a 2.021% difference between steps.
- For employees under individual contract, no steps were provided for ranges 30 – 20, but BCC provided minimums and maximums to be used as a framework in setting limits for individual contracts.
- Jobs were allocated to pay ranges based upon job ratings and findings.

## For all positions under the teaching bargaining agreement:

- The survey showed that your pay rates were competitive and, on average, higher than market average median rates for the comparable districts. (approximately 6% for minimum and maximum rates)
- BCC is recommending no changes to the pay structure/plan for licensed teachers and assume the district will address any issues through the bargaining process.

# Special Market Considerations

- Compared Proposed Range Midpoint to Market Median.
- Significant Diff. (e.g. 15% or greater) considered for special treatment.
- Examine jobs closely if market changes, in future, adjust accordingly.
- Pay Equity reporting requires reporting the evaluated points and also reporting the higher range these jobs are paid on.

## Higher Grade Placement

- Asst. Principals  
(Grade 24 from 23)

# FINDING: Cost Implication

- Cost to implement pay plan represents costs to bring employees into range and to step.
- Approach:
  - Employee below range: brought to minimum.
  - Employee in range: placed on step closest to but higher than current pay rate.
  - Employee over range: recommended freezing rate until schedule increases captures pay rate.
- Cost to implement recommendations was estimated at 1.92% to get employees on the proposed pay plan.
- This is only an estimate given mixed classification titles, missing FTE information, and assumed allocations issues (i.e., no employee PDQ's).

# Future Classification Issues:

- While the study was not designed to be an organizational study, District asked that I make some recommendations concerning technology organization.
  - BCC believes that there should be two distinct and separate areas of responsibility, namely, instructional technology and information technology.
  - Instructional technology should fall under the Director of Teaching and Learning and focus only on coaching, support, and integration of instructional technology/applications.
  - Information Technology should focus on the technology infrastructure, hardware, and district wide enterprise systems/applications.

# Future Classification Issues:

- Instructional Technology Recommendations:
  - Retitle the Director of Instructional Technology to Instructional Technology Coordinator. This better reflects the lack of supervisory authority and essential purpose of the job.
  - Position should remain under the Director of Teaching & Learning who will have ultimate authority over budgetary issues and objectives.
  - There should be no overlap between responsibilities for instructional technology and information technology.
  - Responsibility level of the job should be reevaluated at a later date and current individual be kept "harmless".

# Future Classification Issues:

- Information Technology Recommendations:
  - Create a position titled Director of Information Technology to oversee the overall operations, budget, staff, and infrastructure for informational technology, district-wide enterprise applications, hardware, and support.
  - Re-evaluate duties and responsibilities of the Network Administrator depending upon above adoption and depending upon if or when the Director decides to reorganize.
  - Technology Assistants completed questionnaires indicating an AA Degree in technology or computer science as a minimum requirement, was signed off by the supervisor, and jobs were rated accordingly. Director might wish to examine how to better utilize assistants given the number of staff and their qualifications.

# Ongoing Plan Maintenance

- District will have to determine what jobs are missing from the study and how best to go about incorporating those jobs
- BCC would however strongly recommend an ongoing and systematic review process.

# Review Process

- Annual examine 1/3 or 1/4 of job descriptions (generally by job family or department)
- Examine for major changes in duties and responsibilities.
  - Managers will propose any changes to job description.
  - HR will assume format is consistent and changes are relevant.
  - Submit for reevaluation only if significant and major changes occur.
  - If change is warranted (up or down), establish a consistent policy for addressing pay implication.
  - In this way, all jobs will be re-examined on a regular schedule over a 3-4 year period.
  - End of cycle, BCC would recommend that the District replicate the market survey and realign or adjust the salary structure of the District accordingly.

**Becker School Board Committee Assignments 2023**

<b>Committee</b>	<b>Troy Berning</b>	<b>Ryan Hubbard</b>	<b>Aaron Jurek</b>	<b>Connie Robinson</b>	<b>Corey Stanger</b>	<b>Pete Weismann</b>
Activities Advisory Committee				X		X
Administrative Negotiations			X	X		
Calendar Committee	X					
Certified (Teachers) Negotiations	X	X		X		
Classified Negotiations			X		X	X
Community Education		X				
Curriculum Advisory	X				X	
EC Advisory						X
Facilities		X	X		X	
Finance				X		
Individual Contracts			X			X
Policy		X		X		X
Sherburne Northern Wright Coop			X			
Technology Committee Representative	X					
TRAK Committee Representative	X				X	



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# ISD #726 – BECKER AREA PUBLIC SCHOOLS REFERENDUM PROJECTS

Progress Update  
May 31<sup>st</sup>, 2023

# Agenda:

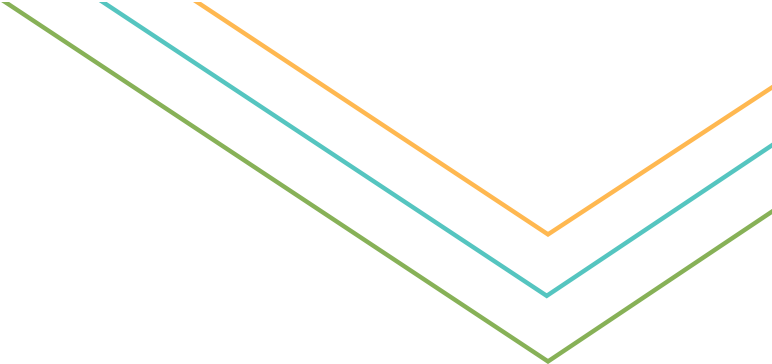
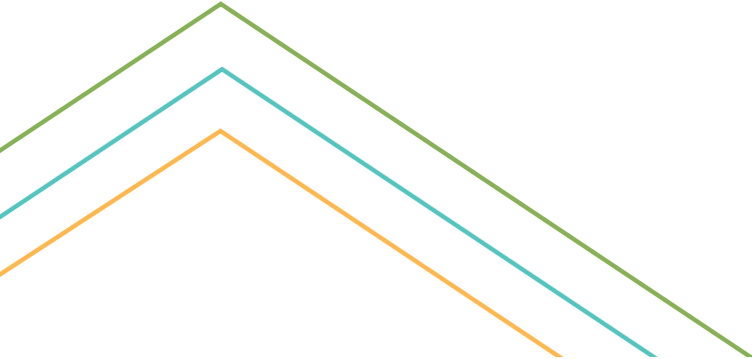
Progress Update

Overall Budget Summary

Q&A

# Transportation Building Project Update

- Soil correction at parking lots
- Equipment & accessory installation
- Still waiting on electrical components
- Still waiting on sprinkler components



# Transportation Building Project Update



# Transportation Building Project Update



# Middle School & High School Project Update



## Middle School Project Update

- South addition brick is complete
- South addition roofing will be complete by end of day
- South addition is prepped for concrete this week
- South addition metal panel is measured and ordered
- North addition exterior framing and sheeting is ongoing
- North addition water proofing has started
- North addition brick is starting
- North addition is prepped for concrete this week
- North addition roofing will start this week
- Interior work starts next week

## High School Project Update

- CTE has started to move out of their spaces.
- Contractors are prepping for their summer work.

# Middle School & High School Project Update

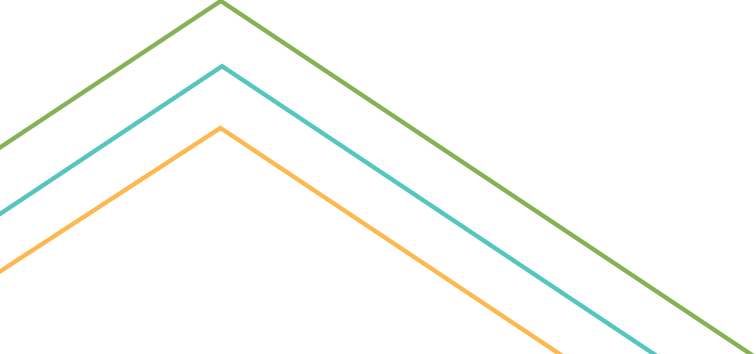
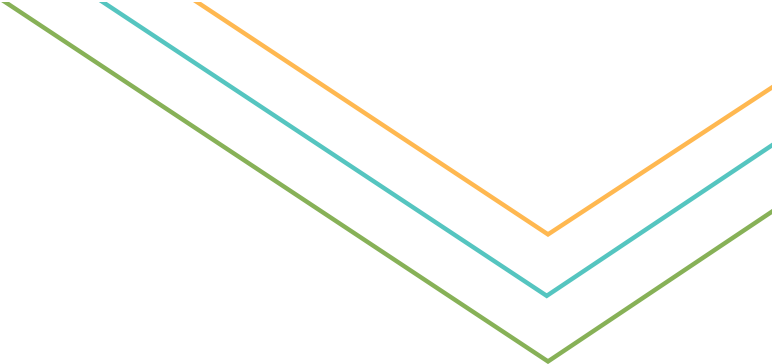


# Middle School & High School Project Update



# Multi-Purpose Field Project Update

- Retaining wall installation is complete
- Drain tile installation is complete
- Base rock is ongoing
- Need update on scoreboard



# Multi-Purpose Field Project Update

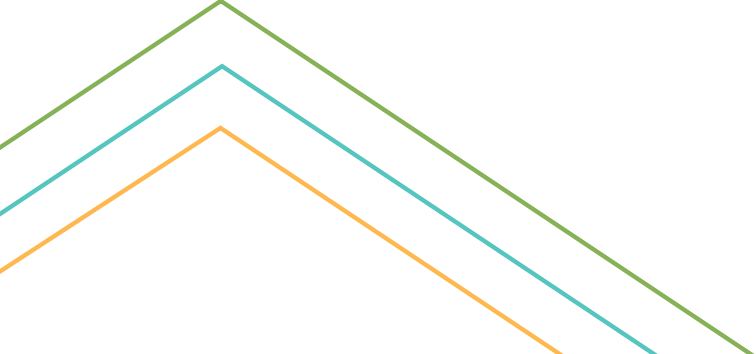


# Intermediate Renovations Project

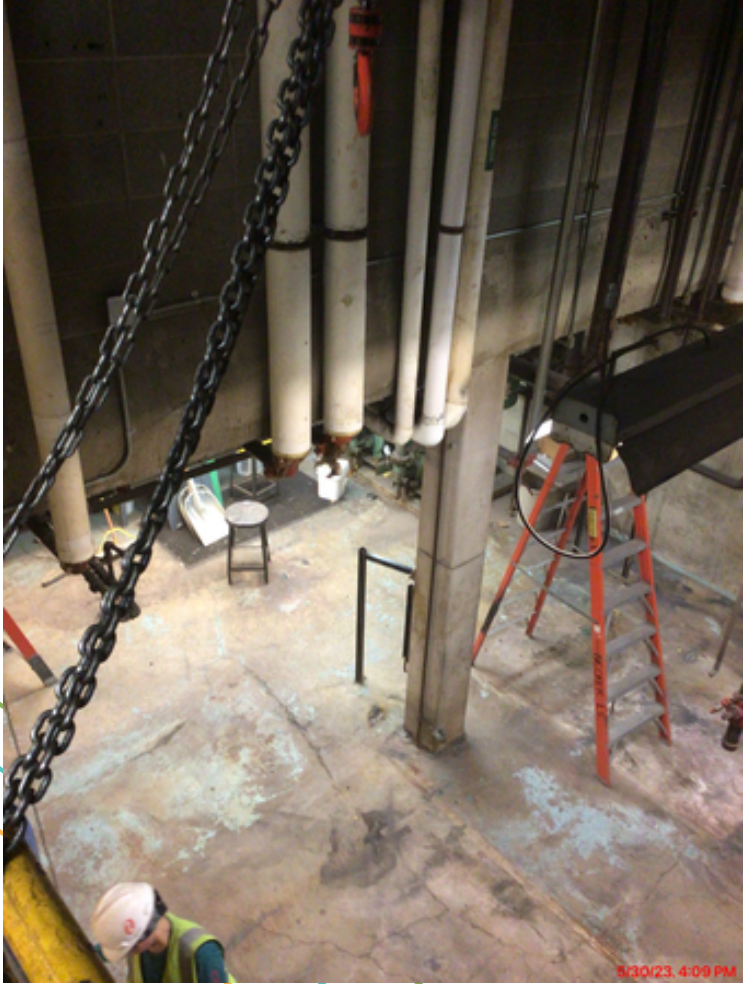


# Intermediate Renovations Project

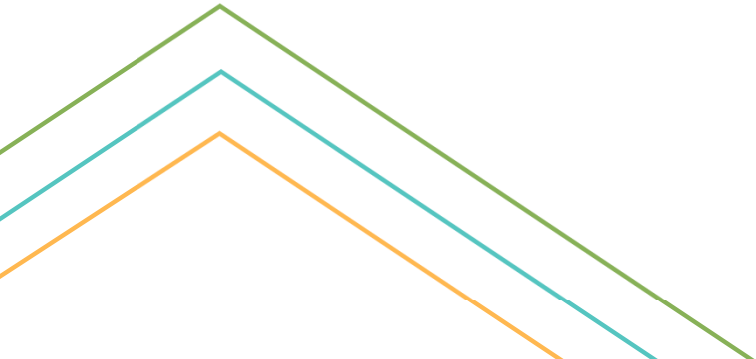
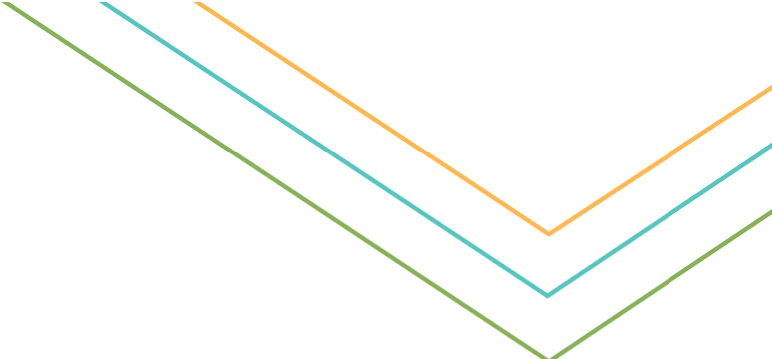
- 2<sup>nd</sup> shift working is ongoing
- Site removals and preparation for work has begun
- Floor protections and interior demo will begin next week
- Boiler removal is complete



# Intermediate Renovations Project

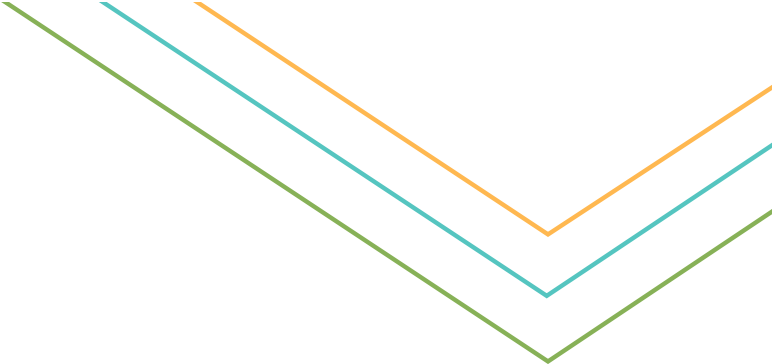
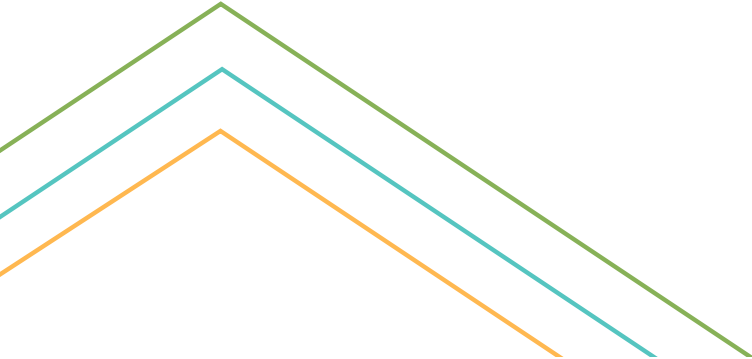


# Primary/ECFE Additions & Renovations Project

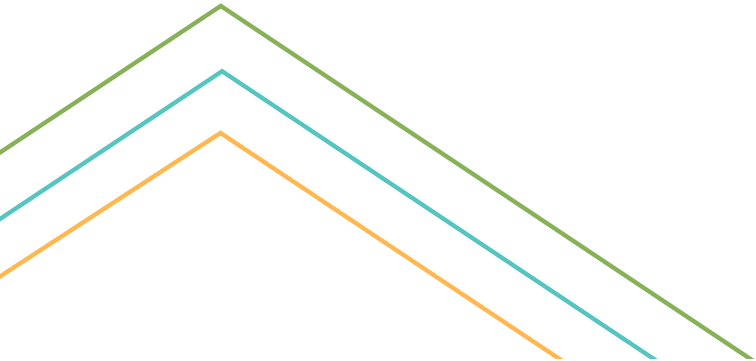
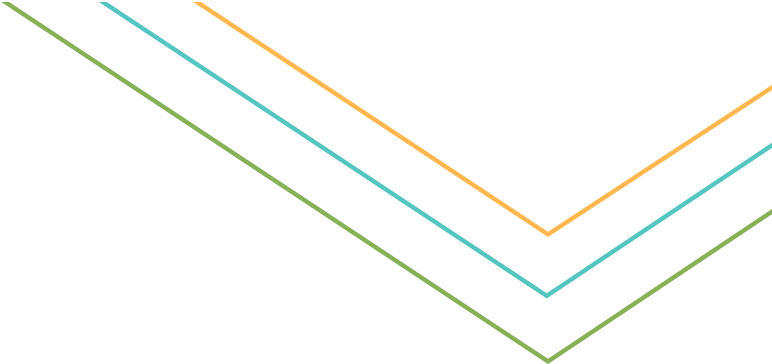


# Primary/ECFE Additions & Renovations Project

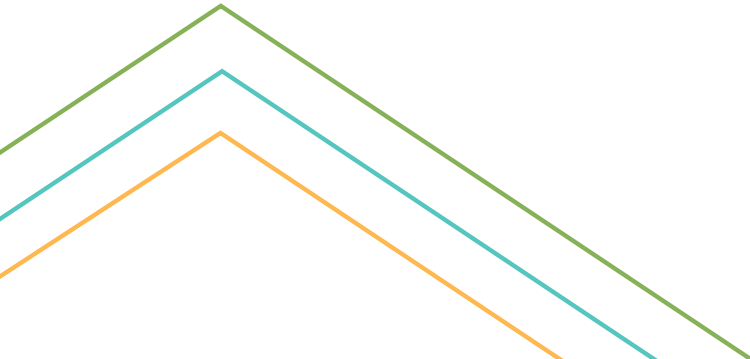
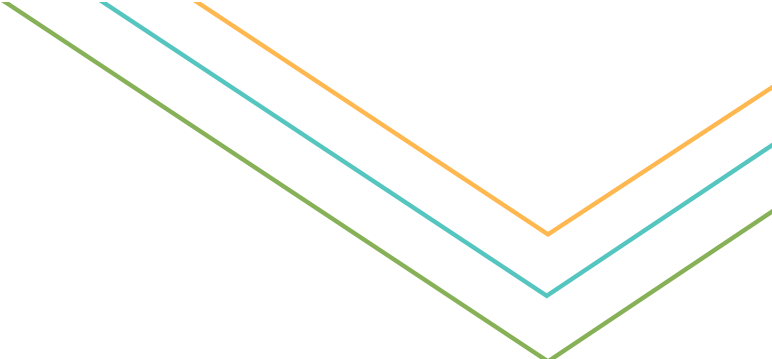
- Site removal is ongoing
- Demo is ongoing
- Building excavation continues
- Footings and foundations at EC addition have started
- New maintenance building exterior façade is being installed



# Primary/ECFE Additions & Renovations Project



# Primary/ECFE Additions & Renovations Project





# Q&A



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Chair Jurek called the regular meeting of the School Board of District #726 to order on the 1st day of May, 2023 at 6:30 p.m. in the Teaching & Learning Center.

**Roll Call.**

**Members present:** Troy Berning, Ryan Hubbard, Aaron Jurek, Connie Robinson, Corey Stanger, Pete Weismann

**Members absent:** None

**Others present:** Jeremy Schmidt, Superintendent & Kevin Januszewski, Director of Business Services

A **Presentation of the DECA Program** was provided by Josh Otto & Kris Simon, High School Business Teachers

**CITIZEN COMMENTS:** None

**REPORTS/UPDATES:** Student Representatives, Superintendent Schmidt, Committees (Finance, Curriculum, Policy, Project Oversight).

Motion by Troy Berning, seconded by Corey Stanger, to **Approve the Consent Agenda** as presented. Motion carried unanimously.

**CONSENT AGENDA**

**MINUTES FROM THE APRIL 3, 2023 REGULAR SCHOOL BOARD MEETING**

**FINANCIAL REPORT**

**EXPENDITURES**

Fund	2022-23	April 2023	2022-23	Remaining	%
	Budget		Year-to-Date	Budget	Spent
General	37,190,159	3,396,923	27,851,581	9,338,578	74.89%
Food Service	1,766,912	170,518	1,404,599	362,313	79.49%
Community Service	1,643,530	151,381	1,332,620	310,910	81.08%
Debt Service	3,820,440	547	3,811,481	8,959	99.77%
	<b>\$ 44,421,041</b>	<b>\$ 3,719,369</b>	<b>\$ 34,400,281</b>	<b>\$ 10,020,760</b>	<b>77.44%</b>

**DISBURSEMENTS** – in the amount of \$3,606,314.64

**PERSONNEL**

Name	Status	Job Title	Location	Hrs Per Day/FTE	Group	Replacing	Effective	Wage
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Amundson, Jennifer	New	Special Education Paraprofessional	MS	7 Hours Per Day	MultiUnit	S. Beck	05/08/23	\$17.34 Per Hour
Bass, Sarah	New	Girls Track and Field Co-Coach	MS	Seasonal	BEA - Schedule C	D. Heimerl	04/03/23	\$1,142.50 Per Season
Beedy, Alison	Resignation	3rd Grade Teacher	IS/PS	1 FTE	BEA	n/a	6/30/23	n/a
Camacho, Esperanza	New	Night Custodian	IS/PS	8 Hours Per Day	MultiUnit	C. Knutson	4/17/23	\$17.50 Per Hour
Drury, Joseph	New	Camp Opportunity Assistant	Camp Opportunity	6-7 Hours Per Day x 4 Days Per Week	Community Education	n/a	5/2/23	\$14.41 Per Hour
Edwards, Sara	Resignation	Asst. Principal	IS/PS	1 FTE	Administrators	n/a	6/30/23	n/a
Fast, Janelle	Resignation	Ala Carte Cashier	MS	3/25 Hours Per Day	MultiUnit	n/a	9/8/23	n/a
Frerich, Justin	New	Band Teacher	HS	1 FTE	BEA	C. Vogl	Fall 2023	BA45, Step 6?
Heimerl, Dayna	Resignation	Girls Track and Field Co-Coach	MS	Seasonal	BEA - Schedule C	n/a	4/3/23	n/a
Ihrke, Josh	Resignation	Head Boys Basketball Coach	HS	Seasonal	BEA	n/a	4/2/23	n/a
Kiminski, Matt	Resignation	Music Vocal Director	MS	1 FTE	BEA	n/a	6/30/23	n/a
Lovold, Kristi	New	Music Teacher, Long-Term Substitute	PS	1 FTE	BEA	C. Hogenson	3/15/23	MA60 Lane, Step 13: \$432.44 Per Day
Lynch, Jessica	Resignation	Special Education (DCD) Teacher	HS	1 FTE	BEA	n/a	6/5/23	n/a
Miller, Ashley	Re-Hire in Same Position	Special Education Teacher	MS	1 FTE	BEA	n/a	Fall 2023	Use Current Wage
Norberg, Riley	New	Camp Opportunity Assistant	Camp Opportunity	6-7 Hours Per Day	Community Education	n/a	5/8/23	\$14.41 Per Hour

Peterson, Carmen	New	Special Education (EBD) Teacher	HS	1 FTE	BEA	S. Seguin	Fall 2023	MA45 Lane, Step 13: \$76,122 Annually
Riebel, Trenton	New	9th Grade Football Coach	HS	Seasonal	BEA - Schedule C	J. Werner	8/14/23	\$3,032 Per Season
Strasser, Shelby	New	English Teacher	HS	1 FTE	BEA	P. Shreeve	Fall 2023	BA Lane, Step 6: \$49,806 Annually
Velved, Mariah	Resignation	Health Assistant	HS	7 Hours Per Day	MultiUnit	n/a	5/5/23	n/a
Vogl, Craig	Resignation	Band Teacher	HS	1 FTE	BEA	n/a	6/5/23	n/a
Walburn, Justin	New	Art Teacher	MS	1 FTE	BEA	n/a	Fall 2023	BA Lane, Step 7: \$51,222 Annually
Weber, Amanda	New	Special Education (DCD) Teacher	HS	1 FTE	BEA	J. Hoffarth	Fall 2023	BA Lane, Step 13: \$61,046 Annually
Whittaker, Steve	New	Golf Coach	MS	Seasonal	BEA - Schedule C	n/a	4/11/23	\$1,800 Per Season
Wilke, Katie	Resignation	Camp Opportunity Lead	Camp Opportunity	3 Hours Per Day (Hired at 35-38 Hours Per Week)	Community Education	n/a	5/3/23	n/a
Zahler, Stacy	Resignation	Camp Opportunity Lead	Camp Opportunity	3 Hours Per Day	Community Education	n/a	04/24/23	n/a

**RESOLUTION: UNREQUESTED LEAVE OF ABSENCE**, *on file at District Office*

**DECA PROGRAM**, *as presented*

Motion by Troy Berning, seconded by Pete Weismann, to **Accept the Following Gifts:**

DONOR	PROGRAM	GIFT
Aroplax Corporation	Robotics	\$500.00
Chris & Jennifer Harmoning	Gymnastics	\$3,200.00
Clear Lake Lions	Swimming & Diving	\$750.00
Clear Lake Lions	Girls Basketball	\$1,000.00

Clearwater Travel Plaza	Robotics	\$100.00
Connexus Energy	Scholarships	\$2,000.00
Jennings Well Drilling Inc	Robotics	\$200.00
Protolabs Foundation	Robotics	\$1,000.00
T.J Potter Trucking	Robotics	\$500.00
Yolanda Denson-Byers	GSA	\$25.00

Motion carried unanimously.

Motion by Troy Berning, seconded by Ryan Hubbard, to *Approve the Revised 2022-2023 Budget, as presented.* Motion carried unanimously.

Motion by Troy Berning, seconded by Connie Robinson, to *Approve the Proposed 2023-2024 Budget.* Motion carried unanimously.

The School Board *Reviewed* the following policies. There was no action taken (formatting & reference changes only).

420 **Students & Employees with Sexually Transmitted Infections & Diseases & Certain Other Communicable Diseases & Infectious Conditions**

A First Reading was held on the following policies. A second reading will be held at the next regular school board meeting.

417 **Chemical Use and Abuse**

418 **Drug Free Workplace Drug Free Schools**

722 **Public Data Access Requests**

Motion by Pete Weismann, seconded by Corey Stanger, to *Approve the Following Policy Recommendations.*

410 **Family & Medical Leave Policy**

416 **Drug & Alcohol Testing**

536 **Special Dietary Needs**

Motion carried unanimously.

The meeting was *adjourned* at 8:07 p.m.

\_\_\_\_\_  
Aaron Jurek, Chair

\_\_\_\_\_  
Pete Weismann, Clerk

Recorder: Angela Oswald

**BECKER PUBLIC SCHOOLS  
MONTHLY FINANCIAL REPORT  
May 2023**

**EXPENDITURES**

<b>Fund</b>	<b>2022-23 Budget</b>	<b>May 2023</b>	<b>2022-23 Year-to-Date</b>	<b>Remaining Budget</b>	<b>% Spent</b>
General	37,639,929	3,267,377	31,118,958	6,520,971	82.68%
Food Service	2,319,476	201,498	1,606,097	713,379	69.24%
Community Service	1,702,092	175,211	1,507,831	194,261	88.59%
Debt Service	3,820,440	-	3,811,481	8,959	99.77%
	<b>\$ 45,481,937</b>	<b>\$ 3,644,086</b>	<b>\$ 38,044,367</b>	<b>\$ 7,437,570</b>	<b>83.65%</b>

**Becker Schools ISD # 726**  
**Voucher Listing by Batch and Voucher Number**

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance	
060523	0726	170590	1	06445	R	MEI TOTAL ELEVATOR SOLUTIONS		P	Invoice	04/28/2023	550.80	550.80	0.00	0.00
060523	0726	170591	1	14215		DELTA DENTAL OF MINNESOTA		P	Invoice	04/28/2023	2,338.71	2,338.71	0.00	0.00
060523	0726	170592	1	14215		DELTA DENTAL OF MINNESOTA		P	Invoice	04/28/2023	8,892.84	8,892.84	0.00	0.00
060523	0726	170593	1	14215		DELTA DENTAL OF MINNESOTA		P	Invoice	04/28/2023	6,728.47	6,728.47	0.00	0.00
060523	0726	170594	1	14215		DELTA DENTAL OF MINNESOTA		P	Invoice	04/28/2023	5,499.24	5,499.24	0.00	0.00
060523	0726	170595	1	14215		DELTA DENTAL OF MINNESOTA		P	Invoice	04/28/2023	4,128.98	4,128.98	0.00	0.00
060523	0726	170596	1	14532		HEALTHPARTNERS INC.	REQ	P	Invoice	04/28/2023	229,572.70	229,572.70	0.00	0.00
060523	0726	170597	1	14532		HEALTHPARTNERS INC.	Q817413	P	Invoice	04/28/2023	440.00	440.00	0.00	0.00
060523	0726	170598	1	14532		HEALTHPARTNERS INC.	REQ	P	Invoice	04/28/2023	149,162.46	149,162.46	0.00	0.00
060523	0726	170599	1	14532		HEALTHPARTNERS INC.	REQ	P	Invoice	04/28/2023	130,235.21	130,235.21	0.00	0.00
060523	0726	170600	1	14532		HEALTHPARTNERS INC.	REQ	P	Invoice	04/28/2023	148,758.04	148,758.04	0.00	0.00
060523	0726	170601	1	17438	R	AUSCO DESIGN & MARKETING	7644	P	Invoice	04/28/2023	1,851.76	1,851.76	0.00	0.00
060523	0726	170602	1	18110		BECKER BAND BOOSTER CLUB, INC.	REQ	P	Invoice	04/28/2023	5,151.00	5,151.00	0.00	0.00
060523	0726	170603	1	18111		HULTGREN, MICHAEL	REQ	P	Invoice	04/28/2023	1,055.09	1,055.09	0.00	0.00
060523	0726	170604	1	17627		MOEN, HUNTER	REQ	P	Invoice	04/28/2023	1,863.16	1,863.16	0.00	0.00
060523	0726	170605	1	17592		AMAZON CAPITAL SERVICES, INC.	1FKY-TX34-3X3W	P	Invoice	05/02/2023	548.28	548.28	0.00	0.00
060523	0726	170606	1	17592		AMAZON CAPITAL SERVICES, INC.	1LTV-4TXH-4FHH	P	Invoice	05/02/2023	604.83	604.83	0.00	0.00
060523	0726	170607	1	13347		BEAUDRY OIL COMPANY	2320293	P	Invoice	05/02/2023	4,664.25	4,664.25	0.00	0.00
060523	0726	170608	1	6864		DELANO PUBLIC SCHOOLS	REQ	P	Invoice	05/02/2023	200.00	200.00	0.00	0.00
060523	0726	170609	1	15887	P	LAWSON PRODUCTS, INC.	9310523365	P	Invoice	05/02/2023	149.08	149.08	0.00	0.00
060523	0726	170610	1	16957		MIDWEST COMPLIANCE INC.	54961	P	Invoice	05/02/2023	360.00	360.00	0.00	0.00
060523	0726	170611	1	05656	R	MMEA CLINIC	REQ	P	Invoice	05/02/2023	810.00	810.00	0.00	0.00

**Becker Schools ISD # 726**  
**Voucher Listing by Batch and Voucher Number**

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	170612	1 7843	P	MONTICELLO HIGH SCHOOL	REQ	P	Invoice	05/02/2023	200.00	200.00	0.00	0.00
060523	0726	170613	1 9744	R	MOMENTUM TRUCK GROUP	X194151613:01	P	Invoice	05/02/2023	268.14	268.14	0.00	0.00
060523	0726	170614	1 16242		POTENTIA MN SOLAR FUND 1, LLC	2023-03-1784-00302	P	Invoice	05/02/2023	40,021.16	40,021.16	0.00	0.00
060523	0726	170615	1 6862	P	ROCORI HIGH SCHOOL	REQ	P	Invoice	05/02/2023	60.00	60.00	0.00	0.00
060523	0726	170616	1 00320		SCHMITT MUSIC CENTERS	5163353	P	Invoice	05/02/2023	4,172.00	4,172.00	0.00	0.00
060523	0726	170617	1 00876		MPLS PUBLIC SCHOOLS - SPECIAL SCHOOL DIST #1	REQ	P	Invoice	05/02/2023	132.00	132.00	0.00	0.00
060523	0726	170618	1 17444	P	TERMINIX COMMERCIAL (ST. CLOUD)	214582	P	Invoice	05/02/2023	187.50	187.50	0.00	0.00
060523	0726	170622	1 06502	P	ECKROTH MUSIC	REQ	P	Invoice	05/03/2023	150.00	150.00	0.00	0.00
060523	0726	170623	1 10758		EDUCATORS BENEFIT CONSULTANTS, LLC	27678	P	Invoice	05/03/2023	225.00	225.00	0.00	0.00
060523	0726	170624	1 15976		WRUCK SEWER AND PORTABLE RENTALS LLC	I13423	P	Invoice	05/03/2023	575.00	575.00	0.00	0.00
060523	0726	170625	1 18115		WEISENBERGER, JENI	REQ	P	Invoice	05/03/2023	272.22	272.22	0.00	0.00
060523	0726	170626	1 18116		VO, DAWN	REQ	P	Invoice	05/03/2023	272.22	272.22	0.00	0.00
060523	0726	170627	1 17618		CHRISTENSEN, VICKI	REQ	P	Invoice	05/03/2023	896.04	896.04	0.00	0.00
060523	0726	170628	1 13849		BEEHLER, KEVIN	REQ	P	Invoice	05/03/2023	90.00	90.00	0.00	0.00
060523	0726	170629	1 18046		BOECKERS, MARK	REQ	P	Invoice	05/03/2023	110.00	110.00	0.00	0.00
060523	0726	170630	1 18046		BOECKERS, MARK	REQ	P	Invoice	05/03/2023	175.00	175.00	0.00	0.00
060523	0726	170631	1 16024		CLEMEN, AUSTIN MATTHEW	REQ	P	Invoice	05/03/2023	100.00	100.00	0.00	0.00
060523	0726	170632	1 15661		DOTY, BRIAN	REQ	P	Invoice	05/03/2023	95.00	95.00	0.00	0.00
060523	0726	170633	1 18112		DUMONCEAUX, BEN	REQ	P	Invoice	05/03/2023	95.00	95.00	0.00	0.00
060523	0726	170634	1 16816		FLUCK, LONNIE J.	REQ	P	Invoice	05/03/2023	52.50	52.50	0.00	0.00
060523	0726	170635	1 18113		HIDDE, KEVIN	REQ	P	Invoice	05/03/2023	95.00	95.00	0.00	0.00
060523	0726	170636	1 18113		HIDDE, KEVIN	REQ	P	Invoice	05/03/2023	175.00	175.00	0.00	0.00
060523	0726	170637	1 15978		HUDYMA, DEREK	REQ	P	Invoice	05/03/2023	155.50	155.50	0.00	0.00
060523	0726	170638	1 14809		LUNDE, TIMOTHY	REQ	P	Invoice	05/03/2023	159.00	159.00	0.00	0.00
060523	0726	170639	1 11961		NELSON, STEPHANIE	REQ	P	Invoice	05/03/2023	90.00	90.00	0.00	0.00
060523	0726	170640	1 17677		OELMANN, ALYSSA	REQ	P	Invoice	05/03/2023	600.00	600.00	0.00	0.00

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060523	0726	170641	1	17431	PRIMUS, RICK	REQ	P	Invoice	05/03/2023	110.00	110.00	0.00	0.00
060523	0726	170642	1	17437	RANDALL, MARK	REQ	P	Invoice	05/03/2023	110.00	110.00	0.00	0.00
060523	0726	170643	1	18094	SCHYMA, KYLE	REQ	P	Invoice	05/03/2023	95.00	95.00	0.00	0.00
060523	0726	170644	1	18094	SCHYMA, KYLE	REQ	P	Invoice	05/03/2023	190.00	190.00	0.00	0.00
060523	0726	170645	1	15959	SEELEY, MASON	REQ	P	Invoice	05/03/2023	190.00	190.00	0.00	0.00
060523	0726	170646	1	11561	THELEN, JAMES	REQ	P	Invoice	05/03/2023	110.00	110.00	0.00	0.00
060523	0726	170647	1	18104	WILLIAMS JR, ROBERT MICHAEL	REQ	P	Invoice	05/03/2023	95.00	95.00	0.00	0.00
060523	0726	170648	1	05206	WISNIESKI, DAVID L.	REQ	P	Invoice	05/03/2023	175.00	175.00	0.00	0.00
060523	0726	170649	1	18114	YOUNG, TREVOR	REQ	P	Invoice	05/03/2023	99.50	99.50	0.00	0.00
060523	0726	170681	1	16945	C&L DISTRIBUTING	1605996	P	Invoice	05/08/2023	782.88	782.88	0.00	0.00
060523	0726	170682	1	16945	C&L DISTRIBUTING	1609080	P	Invoice	05/08/2023	681.60	681.60	0.00	0.00
060523	0726	170683	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9098987	P	Invoice	05/08/2023	410.50	410.50	0.00	0.00
060523	0726	170684	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9002197	P	Invoice	05/08/2023	602.18	602.18	0.00	0.00
060523	0726	170685	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9005641	P	Invoice	05/08/2023	527.38	527.38	0.00	0.00
060523	0726	170686	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9009423	P	Invoice	05/08/2023	528.08	528.08	0.00	0.00
060523	0726	170687	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9002191	P	Invoice	05/08/2023	381.29	381.29	0.00	0.00
060523	0726	170688	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9003879	P	Invoice	05/08/2023	441.83	441.83	0.00	0.00
060523	0726	170689	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9007618	P	Invoice	05/08/2023	426.87	426.87	0.00	0.00
060523	0726	170690	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9011113	P	Invoice	05/08/2023	307.19	307.19	0.00	0.00
060523	0726	170691	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9098988	P	Invoice	05/08/2023	401.24	401.24	0.00	0.00
060523	0726	170692	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9002198	P	Invoice	05/08/2023	842.37	842.37	0.00	0.00
060523	0726	170693	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9003880	P	Invoice	05/08/2023	217.44	217.44	0.00	0.00
060523	0726	170694	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9005642	P	Invoice	05/08/2023	395.57	395.57	0.00	0.00
060523	0726	170695	1	17052	R PRAIRIE FARMS - WOODBURY, MN	9007619	P	Invoice	05/08/2023	549.44	549.44	0.00	0.00

## Becker Schools ISD # 726

### Voucher Listing by Batch and Voucher Number

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060523	0726	170696	1	17052	R	PRAIRIE FARMS - WOODBURY, MN		P	Invoice	05/08/2023	542.37	542.37	0.00	0.00
060523	0726	170697	1	17052	R	PRAIRIE FARMS - WOODBURY, MN		P	Invoice	05/08/2023	374.81	374.81	0.00	0.00
060523	0726	170698	1	17052	R	PRAIRIE FARMS - WOODBURY, MN		P	Invoice	05/08/2023	1,089.69	1,089.69	0.00	0.00
060523	0726	170699	1	17052	R	PRAIRIE FARMS - WOODBURY, MN		P	Invoice	05/08/2023	819.61	819.61	0.00	0.00
060523	0726	170700	1	17052	R	PRAIRIE FARMS - WOODBURY, MN		P	Invoice	05/08/2023	767.54	767.54	0.00	0.00
060523	0726	170701	1	17052	R	PRAIRIE FARMS - WOODBURY, MN		P	Invoice	05/08/2023	803.95	803.95	0.00	0.00
060523	0726	170702	1	17052	R	PRAIRIE FARMS - WOODBURY, MN		P	Invoice	05/08/2023	621.42	621.42	0.00	0.00
060523	0726	170703	1	17052	R	PRAIRIE FARMS - WOODBURY, MN		P	Invoice	05/08/2023	909.36	909.36	0.00	0.00
060523	0726	170704	1	17052	R	PRAIRIE FARMS - WOODBURY, MN		P	Invoice	05/08/2023	714.77	714.77	0.00	0.00
060523	0726	170705	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	33.72	33.72	0.00	0.00
060523	0726	170706	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	115.84	115.84	0.00	0.00
060523	0726	170707	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	33.72	33.72	0.00	0.00
060523	0726	170708	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	135.76	135.76	0.00	0.00
060523	0726	170709	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	33.72	33.72	0.00	0.00
060523	0726	170710	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	85.00	85.00	0.00	0.00
060523	0726	170711	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	33.72	33.72	0.00	0.00
060523	0726	170712	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	92.25	92.25	0.00	0.00
060523	0726	170713	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	44.12	44.12	0.00	0.00
060523	0726	170714	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	76.50	76.50	0.00	0.00
060523	0726	170715	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	53.00	53.00	0.00	0.00
060523	0726	170716	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	63.92	63.92	0.00	0.00

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060523	0726	170717	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	76.50	76.50	0.00	0.00
060523	0726	170718	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	77.00	77.00	0.00	0.00
060523	0726	170719	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	55.42	55.42	0.00	0.00
060523	0726	170720	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	68.00	68.00	0.00	0.00
060523	0726	170721	1	02826	R	PAN-O-GOLD BAKING CO		P	Invoice	05/09/2023	58.25	58.25	0.00	0.00
060523	0726	170722	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	173.23	173.23	0.00	0.00
060523	0726	170723	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	178.59	178.59	0.00	0.00
060523	0726	170724	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	137.35	137.35	0.00	0.00
060523	0726	170725	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	303.72	303.72	0.00	0.00
060523	0726	170726	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	(38.57)	(38.57)	0.00	0.00
060523	0726	170727	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	465.51	465.51	0.00	0.00
060523	0726	170728	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	56.97	56.97	0.00	0.00
060523	0726	170729	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	54.95	54.95	0.00	0.00
060523	0726	170730	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	119.73	119.73	0.00	0.00
060523	0726	170731	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	342.06	342.06	0.00	0.00
060523	0726	170732	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	94.08	94.08	0.00	0.00
060523	0726	170733	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	129.54	129.54	0.00	0.00
060523	0726	170734	1	11774		TRIO SUPPLY COMPANY		P	Invoice	05/09/2023	258.69	258.69	0.00	0.00
060523	0726	170735	1	00013		SYSCO WESTERN MINNESOTA		P	Invoice	05/09/2023	874.58	874.58	0.00	0.00
060523	0726	170736	1	00013		SYSCO WESTERN MINNESOTA		P	Invoice	05/09/2023	4,122.34	4,122.34	0.00	0.00
060523	0726	170737	1	00013		SYSCO WESTERN MINNESOTA		P	Invoice	05/09/2023	(52.80)	(52.80)	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	170738	1	00013	SYSCO WESTERN MINNESOTA	253366178	P	Invoice	05/09/2023	3,546.07	3,546.07	0.00	0.00
060523	0726	170739	1	00013	SYSCO WESTERN MINNESOTA	253366179	P	Invoice	05/09/2023	316.03	316.03	0.00	0.00
060523	0726	170740	1	00013	SYSCO WESTERN MINNESOTA	253367236	P	Invoice	05/09/2023	12.26	12.26	0.00	0.00
060523	0726	170741	1	00013	SYSCO WESTERN MINNESOTA	253368663	P	Invoice	05/09/2023	78.68	78.68	0.00	0.00
060523	0726	170742	1	00013	SYSCO WESTERN MINNESOTA	253369205	P	Invoice	05/09/2023	6,033.24	6,033.24	0.00	0.00
060523	0726	170743	1	00013	SYSCO WESTERN MINNESOTA	253370313	P	Invoice	05/09/2023	454.39	454.39	0.00	0.00
060523	0726	170744	1	00013	SYSCO WESTERN MINNESOTA	253370312	P	Invoice	05/09/2023	2,550.72	2,550.72	0.00	0.00
060523	0726	170745	1	00013	SYSCO WESTERN MINNESOTA	253373701	P	Invoice	05/09/2023	2,523.26	2,523.26	0.00	0.00
060523	0726	170746	1	00013	SYSCO WESTERN MINNESOTA	253373948	P	Invoice	05/09/2023	505.68	505.68	0.00	0.00
060523	0726	170747	1	00013	SYSCO WESTERN MINNESOTA	253374020	P	Invoice	05/09/2023	(100.60)	(100.60)	0.00	0.00
060523	0726	170748	1	00013	SYSCO WESTERN MINNESOTA	253375026	P	Invoice	05/09/2023	117.89	117.89	0.00	0.00
060523	0726	170749	1	00013	SYSCO WESTERN MINNESOTA	253375024	P	Invoice	05/09/2023	7,231.92	7,231.92	0.00	0.00
060523	0726	170750	1	00013	SYSCO WESTERN MINNESOTA	253375025	P	Invoice	05/09/2023	2.10	2.10	0.00	0.00
060523	0726	170751	1	00013	SYSCO WESTERN MINNESOTA	253375504	P	Invoice	05/09/2023	251.35	251.35	0.00	0.00
060523	0726	170752	1	00013	SYSCO WESTERN MINNESOTA	253378337	P	Invoice	05/09/2023	6,170.00	6,170.00	0.00	0.00
060523	0726	170753	1	00013	SYSCO WESTERN MINNESOTA	253379400	P	Invoice	05/09/2023	364.85	364.85	0.00	0.00
060523	0726	170754	1	00013	SYSCO WESTERN MINNESOTA	253379765	P	Invoice	05/09/2023	6,216.90	6,216.90	0.00	0.00
060523	0726	170755	1	00013	SYSCO WESTERN MINNESOTA	15321447P	P	Invoice	05/09/2023	(87.78)	(87.78)	0.00	0.00
060523	0726	170756	1	00013	SYSCO WESTERN MINNESOTA	253381338	P	Invoice	05/09/2023	458.20	458.20	0.00	0.00
060523	0726	170757	1	00013	SYSCO WESTERN MINNESOTA	253383162	P	Invoice	05/09/2023	6,412.31	6,412.31	0.00	0.00
060523	0726	170758	1	00013	SYSCO WESTERN MINNESOTA	253383163	P	Invoice	05/09/2023	425.52	425.52	0.00	0.00

**Becker Schools ISD # 726**  
**Voucher Listing by Batch and Voucher Number**

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	170759	1	00013	SYSCO WESTERN MINNESOTA	253364910	P	Invoice	05/09/2023	611.81	611.81	0.00	0.00
060523	0726	170760	1	00013	SYSCO WESTERN MINNESOTA	253366177	P	Invoice	05/09/2023	711.90	711.90	0.00	0.00
060523	0726	170761	1	00013	SYSCO WESTERN MINNESOTA	253369204	P	Invoice	05/09/2023	800.94	800.94	0.00	0.00
060523	0726	170762	1	00013	SYSCO WESTERN MINNESOTA	253370311	P	Invoice	05/09/2023	831.79	831.79	0.00	0.00
060523	0726	170763	1	00013	SYSCO WESTERN MINNESOTA	253375023	P	Invoice	05/09/2023	526.30	526.30	0.00	0.00
060523	0726	170764	1	00013	SYSCO WESTERN MINNESOTA	253378336	P	Invoice	05/09/2023	649.89	649.89	0.00	0.00
060523	0726	170765	1	00013	SYSCO WESTERN MINNESOTA	253379794	P	Invoice	05/09/2023	170.80	170.80	0.00	0.00
060523	0726	170766	1	00013	SYSCO WESTERN MINNESOTA	253383161	P	Invoice	05/09/2023	588.34	588.34	0.00	0.00
060523	0726	170767	1	00013	SYSCO WESTERN MINNESOTA	253366181	P	Invoice	05/09/2023	1,127.79	1,127.79	0.00	0.00
060523	0726	170768	1	00013	SYSCO WESTERN MINNESOTA	253370314	P	Invoice	05/09/2023	1,436.27	1,436.27	0.00	0.00
060523	0726	170769	1	00013	SYSCO WESTERN MINNESOTA	253375028	P	Invoice	05/09/2023	1,449.08	1,449.08	0.00	0.00
060523	0726	170770	1	00013	SYSCO WESTERN MINNESOTA	253379767	P	Invoice	05/09/2023	1,326.84	1,326.84	0.00	0.00
060523	0726	170771	1	00013	SYSCO WESTERN MINNESOTA	253383164	P	Invoice	05/09/2023	1,811.76	1,811.76	0.00	0.00
060523	0726	170772	1	00013	SYSCO WESTERN MINNESOTA	253366180	P	Invoice	05/09/2023	615.66	615.66	0.00	0.00
060523	0726	170773	1	00013	SYSCO WESTERN MINNESOTA	253375027	P	Invoice	05/09/2023	541.31	541.31	0.00	0.00
060523	0726	170774	1	00013	SYSCO WESTERN MINNESOTA	253379766	P	Invoice	05/09/2023	450.76	450.76	0.00	0.00
060523	0726	170775	1	00013	SYSCO WESTERN MINNESOTA	253364913	P	Invoice	05/09/2023	655.15	655.15	0.00	0.00
060523	0726	170776	1	00013	SYSCO WESTERN MINNESOTA	253366183	P	Invoice	05/09/2023	722.31	722.31	0.00	0.00
060523	0726	170777	1	00013	SYSCO WESTERN MINNESOTA	253369206	P	Invoice	05/09/2023	1,119.72	1,119.72	0.00	0.00
060523	0726	170778	1	00013	SYSCO WESTERN MINNESOTA	253370316	P	Invoice	05/09/2023	1,086.22	1,086.22	0.00	0.00
060523	0726	170779	1	00013	SYSCO WESTERN MINNESOTA	253373703	P	Invoice	05/09/2023	832.19	832.19	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	170780	1 00013		SYSCO WESTERN MINNESOTA	253375030	P	Invoice	05/09/2023	1,201.81	1,201.81	0.00	0.00
060523	0726	170781	1 00013		SYSCO WESTERN MINNESOTA	253378339	P	Invoice	05/09/2023	641.64	641.64	0.00	0.00
060523	0726	170782	1 00013		SYSCO WESTERN MINNESOTA	253379769	P	Invoice	05/09/2023	1,963.59	1,963.59	0.00	0.00
060523	0726	170783	1 00013		SYSCO WESTERN MINNESOTA	253366182	P	Invoice	05/09/2023	1,317.74	1,317.74	0.00	0.00
060523	0726	170784	1 00013		SYSCO WESTERN MINNESOTA	253370315	P	Invoice	05/09/2023	1,909.86	1,909.86	0.00	0.00
060523	0726	170785	1 00013		SYSCO WESTERN MINNESOTA	253375029	P	Invoice	05/09/2023	1,891.99	1,891.99	0.00	0.00
060523	0726	170786	1 00013		SYSCO WESTERN MINNESOTA	253379768	P	Invoice	05/09/2023	1,801.63	1,801.63	0.00	0.00
060523	0726	170787	1 00013		SYSCO WESTERN MINNESOTA	253373702	P	Invoice	05/09/2023	516.22	516.22	0.00	0.00
060523	0726	170788	1 00013		SYSCO WESTERN MINNESOTA	253378338	P	Invoice	05/09/2023	620.43	620.43	0.00	0.00
060523	0726	170789	1 01769		BECKER TRUE VALUE HDWE	B211994	P	Invoice	05/09/2023	20.98	20.98	0.00	0.00
060523	0726	170790	1 01769		BECKER TRUE VALUE HDWE	A236634	P	Invoice	05/09/2023	6.56	6.56	0.00	0.00
060523	0726	170791	1 01769		BECKER TRUE VALUE HDWE	B212604	P	Invoice	05/09/2023	28.46	28.46	0.00	0.00
060523	0726	170792	1 01769		BECKER TRUE VALUE HDWE	B212719	P	Invoice	05/09/2023	86.46	86.46	0.00	0.00
060523	0726	170793	1 02769	R	FLINN SCIENTIFIC, INC.	2856966	P	Invoice	05/09/2023	441.47	441.47	0.00	0.00
060523	0726	170794	1 02769	R	FLINN SCIENTIFIC, INC.	2863081	P	Invoice	05/09/2023	28.77	28.77	0.00	0.00
060523	0726	170795	1 02769	R	FLINN SCIENTIFIC, INC.	2863080	P	Invoice	05/09/2023	26.73	26.73	0.00	0.00
060523	0726	170796	1 14532		HEALTHPARTNERS INC.	120974803	P	Invoice	05/09/2023	39,561.78	39,561.78	0.00	0.00
060523	0726	170797	1 00805		MASSP	SLC431	P	Invoice	05/09/2023	440.00	440.00	0.00	0.00
060523	0726	170798	1 00249	P	MN STATE HIGH SCHOOL LEAGUE	040997	P	Invoice	05/09/2023	750.00	750.00	0.00	0.00
060523	0726	170799	1 00249	P	MN STATE HIGH SCHOOL LEAGUE	REQ	P	Invoice	05/09/2023	175.00	175.00	0.00	0.00
060523	0726	170800	1 15973		NORTHERN LIGHTS	REQ	P	Invoice	05/09/2023	1,920.00	1,920.00	0.00	0.00
060523	0726	170801	1 11292	R	SKYWARD	0000225297	P	Invoice	05/09/2023	5,503.75	5,503.75	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	170802	1	17820	TRAUT COMPANIES	354280	P	Invoice	05/09/2023	25,440.00	25,440.00	0.00	0.00
060523	0726	170803	1	17820	TRAUT COMPANIES	354279	P	Invoice	05/09/2023	2,200.00	2,200.00	0.00	0.00
060523	0726	170804	1	17820	TRAUT COMPANIES	356652	P	Invoice	05/09/2023	(12,720.00)	(12,720.00)	0.00	0.00
060523	0726	170805	1	17504	TURNER, JAMES EDWARD JR.	REQ	P	Invoice	05/09/2023	2,000.00	2,000.00	0.00	0.00
060523	0726	170806	1	17756	ALVIN, ZACH	REQ	P	Invoice	05/09/2023	106.00	106.00	0.00	0.00
060523	0726	170807	1	15629	BROWN, BRET A.	REQ	P	Invoice	05/09/2023	110.00	110.00	0.00	0.00
060523	0726	170808	1	8554	DECKER, DALE	REQ	P	Invoice	05/09/2023	300.00	300.00	0.00	0.00
060523	0726	170809	1	13836	DEMORETT, ANDREW	REQ	P	Invoice	05/09/2023	95.00	95.00	0.00	0.00
060523	0726	170810	1	16007	FAGERSTROM, ADAM	REQ	P	Invoice	05/09/2023	110.00	110.00	0.00	0.00
060523	0726	170811	1	15988	FLEISCHMAN, GREGORY	REQ	P	Invoice	05/09/2023	98.50	98.50	0.00	0.00
060523	0726	170812	1	16816	FLUCK, LONNIE J.	REQ	P	Invoice	05/09/2023	42.00	42.00	0.00	0.00
060523	0726	170813	1	17553	GALDONIK, PATRICK	REQ	P	Invoice	05/09/2023	165.00	165.00	0.00	0.00
060523	0726	170814	1	18120	GROSKREUTZ, JOSH	REQ	P	Invoice	05/09/2023	60.00	60.00	0.00	0.00
060523	0726	170815	1	14801	JACOBSON, WAYNE	REQ	P	Invoice	05/09/2023	110.00	110.00	0.00	0.00
060523	0726	170816	1	16889	KOLBINGER, ANDREW	REQ	P	Invoice	05/09/2023	95.00	95.00	0.00	0.00
060523	0726	170817	1	17740	LEE, TERRY	REQ	P	Invoice	05/09/2023	165.00	165.00	0.00	0.00
060523	0726	170818	1	17741	MICHAELIS, JEFFREY	REQ	P	Invoice	05/09/2023	110.00	110.00	0.00	0.00
060523	0726	170819	1	04716	NORMAN, TODD	REQ	P	Invoice	05/09/2023	300.00	300.00	0.00	0.00
060523	0726	170820	1	03211	OLMSCHIED BRIAN	REQ	P	Invoice	05/09/2023	300.00	300.00	0.00	0.00
060523	0726	170821	1	14632	PATNODE, BEN	REQ	P	Invoice	05/09/2023	95.00	95.00	0.00	0.00
060523	0726	170822	1	18122	PETERSON, DAVID	REQ	P	Invoice	05/09/2023	300.00	300.00	0.00	0.00
060523	0726	170823	1	7911	ROBINSON, DAVID	REQ	P	Invoice	05/09/2023	300.00	300.00	0.00	0.00
060523	0726	170824	1	16009	SACCOMAN, JOHN	REQ	P	Invoice	05/09/2023	98.50	98.50	0.00	0.00
060523	0726	170825	1	9622	SCHIFFLER, PAUL	REQ	P	Invoice	05/09/2023	300.00	300.00	0.00	0.00
060523	0726	170826	1	18094	SCHYMA, KYLE	REQ	P	Invoice	05/09/2023	130.00	130.00	0.00	0.00
060523	0726	170827	1	14404	SIMMONS, CARL	REQ	P	Invoice	05/09/2023	300.00	300.00	0.00	0.00
060523	0726	170828	1	15536	TURNBULL, BLAINE	REQ	P	Invoice	05/09/2023	102.00	102.00	0.00	0.00
060523	0726	170829	1	17746	WARHOL, MATTHEW ALLAN	REQ	P	Invoice	05/09/2023	95.00	95.00	0.00	0.00
060523	0726	170830	1	17771	WHITE, TERRENCE	REQ	P	Invoice	05/09/2023	102.00	102.00	0.00	0.00
060523	0726	170831	1	04377	WAHNSCHAFFE DALE	REQ	P	Invoice	05/09/2023	300.00	300.00	0.00	0.00
060523	0726	170832	1	05206	WISNIESKI, DAVID L.	REQ	P	Invoice	05/09/2023	95.00	95.00	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	170852	1 18123		GRANING, BRAYDEN	REQ	P	Invoice	05/11/2023	60.00	60.00	0.00	0.00
060523	0726	170894	1 16967	R	10322329 SSI MN TRANCHE 2, LLC	57619	P	Invoice	05/16/2023	11,641.67	11,641.67	0.00	0.00
060523	0726	170895	1 16580	R	3023882 USS MINNESOTA ONE MT LLC	57924	P	Invoice	05/16/2023	12,782.13	12,782.13	0.00	0.00
060523	0726	170896	1 18131		AIRBORNE ATHLETICS, INC.	20230413-104135900	P	Invoice	05/16/2023	5,345.00	5,345.00	0.00	0.00
060523	0726	170897	1 00067	R	CITY OF BECKER	REQ	P	Invoice	05/16/2023	6.43	6.43	0.00	0.00
060523	0726	170898	1 00067	R	CITY OF BECKER	REQ	P	Invoice	05/16/2023	1,555.58	1,555.58	0.00	0.00
060523	0726	170899	1 00067	R	CITY OF BECKER	REQ	P	Invoice	05/16/2023	356.07	356.07	0.00	0.00
060523	0726	170900	1 00067	R	CITY OF BECKER	REQ	P	Invoice	05/16/2023	1,214.30	1,214.30	0.00	0.00
060523	0726	170901	1 00067	R	CITY OF BECKER	REQ	P	Invoice	05/16/2023	1,895.34	1,895.34	0.00	0.00
060523	0726	170902	1 00067	R	CITY OF BECKER	REQ	P	Invoice	05/16/2023	940.07	940.07	0.00	0.00
060523	0726	170903	1 00067	R	CITY OF BECKER	REQ	P	Invoice	05/16/2023	52.97	52.97	0.00	0.00
060523	0726	170904	1 00067	R	CITY OF BECKER	REQ	P	Invoice	05/16/2023	60.93	60.93	0.00	0.00
060523	0726	170905	1 17642		LRS	UA23876	P	Invoice	05/16/2023	3,437.69	3,437.69	0.00	0.00
060523	0726	170906	1 00805		MASSP	SC3023	P	Invoice	05/16/2023	295.00	295.00	0.00	0.00
060523	0726	170907	1 00805		MASSP	REQ	P	Invoice	05/16/2023	50.00	50.00	0.00	0.00
060523	0726	170908	1 17579		MIDCONTINENT COMMUNICATIONS	36817060113337	P	Invoice	05/16/2023	18,800.42	18,800.42	0.00	0.00
060523	0726	170909	1 03500		TEACHER'S DISCOVERY	191603	P	Invoice	05/16/2023	153.95	153.95	0.00	0.00
060523	0726	170910	1 18130		WRUCK, VALERY	REQ	P	Invoice	05/16/2023	1,500.00	1,500.00	0.00	0.00
060523	0726	170911	1 13849		BEEHLER, KEVIN	REQ	P	Invoice	05/16/2023	95.00	95.00	0.00	0.00
060523	0726	170912	1 03878		BUKOWSKI, MIKE	REQ	P	Invoice	05/16/2023	220.00	220.00	0.00	0.00
060523	0726	170913	1 12891		DAVIS, KEVIN	REQ	P	Invoice	05/16/2023	154.00	154.00	0.00	0.00
060523	0726	170914	1 18112		DUMONCEAUX, BEN	REQ	P	Invoice	05/16/2023	95.00	95.00	0.00	0.00
060523	0726	170915	1 16816		FLUCK, LONNIE J.	REQ	P	Invoice	05/16/2023	28.00	28.00	0.00	0.00
060523	0726	170916	1 13060		HERMAN, TRENT	REQ	P	Invoice	05/16/2023	220.00	220.00	0.00	0.00
060523	0726	170917	1 16345		LABONNE, JOE	REQ	P	Invoice	05/16/2023	105.50	105.50	0.00	0.00
060523	0726	170918	1 11961		NELSON, STEPHANIE	REQ	P	Invoice	05/16/2023	90.00	90.00	0.00	0.00
060523	0726	170919	1 14860		NORTHAGEN, DUANE	REQ	P	Invoice	05/16/2023	175.00	175.00	0.00	0.00
060523	0726	170920	1 17743		RIES, ROBERT	REQ	P	Invoice	05/16/2023	110.50	110.50	0.00	0.00
060523	0726	170921	1 16009		SACCOMAN, JOHN	REQ	P	Invoice	05/16/2023	98.50	98.50	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	170922	1	16689	SCHMIDTBAUER, WILLIAM	REQ	P	Invoice	05/16/2023	106.00	106.00	0.00	0.00
060523	0726	170923	1	18094	SCHYMA, KYLE	REQ	P	Invoice	05/16/2023	190.00	190.00	0.00	0.00
060523	0726	170924	1	15959	SEELEY, MASON	REQ	P	Invoice	05/16/2023	220.00	220.00	0.00	0.00
060523	0726	170925	1	18128	THOMAS, JACK	REQ	P	Invoice	05/16/2023	111.00	111.00	0.00	0.00
060523	0726	170926	1	10438	THOMPSON, JASON	REQ	P	Invoice	05/16/2023	162.50	162.50	0.00	0.00
060523	0726	170927	1	17746	WARHOL, MATTHEW ALLAN	REQ	P	Invoice	05/16/2023	95.00	95.00	0.00	0.00
060523	0726	170928	1	17760	WILLIAMS IV, LOUIS T.	REQ	P	Invoice	05/16/2023	175.00	175.00	0.00	0.00
060523	0726	170929	1	16677	YOUNGQUIST, THOMAS DEAN	REQ	P	Invoice	05/16/2023	175.00	175.00	0.00	0.00
060523	0726	170930	1	17940	ABC DOCKS, LLC	0000005901	P	Invoice	05/16/2023	13,282.19	13,282.19	0.00	0.00
060523	0726	170931	1	14841	AFFINETY SOLUTIONS, 12820 INC.		P	Invoice	05/16/2023	2,075.00	2,075.00	0.00	0.00
060523	0726	170932	1	15362	ALBANY HIGH SCHOOL	REQ	P	Invoice	05/16/2023	200.00	200.00	0.00	0.00
060523	0726	170933	1	17592	AMAZON CAPITAL SERVICES, INC.	1WKG-W1CK-4JKC	P	Invoice	05/16/2023	36.99	36.99	0.00	0.00
060523	0726	170934	1	17592	AMAZON CAPITAL SERVICES, INC.	1M1K-WV43-4VMW	P	Invoice	05/16/2023	91.08	91.08	0.00	0.00
060523	0726	170935	1	17592	AMAZON CAPITAL SERVICES, INC.	1MNM-1JTY-61FM	P	Invoice	05/16/2023	359.98	359.98	0.00	0.00
060523	0726	170936	1	17592	AMAZON CAPITAL SERVICES, INC.	1PD4-GN1G-4MY9	P	Invoice	05/16/2023	139.99	139.99	0.00	0.00
060523	0726	170937	1	17592	AMAZON CAPITAL SERVICES, INC.	1R1K-GP3Y-4DMN	P	Invoice	05/16/2023	3,402.35	3,402.35	0.00	0.00
060523	0726	170938	1	17592	AMAZON CAPITAL SERVICES, INC.	1WPQ-37GL-494Y	P	Invoice	05/16/2023	135.99	135.99	0.00	0.00
060523	0726	170939	1	17592	AMAZON CAPITAL SERVICES, INC.	1L4T-KM11-3WX3	P	Invoice	05/16/2023	196.16	196.16	0.00	0.00
060523	0726	170940	1	17592	AMAZON CAPITAL SERVICES, INC.	1WNY-3KMW-4MRX	P	Invoice	05/16/2023	62.72	62.72	0.00	0.00
060523	0726	170941	1	17592	AMAZON CAPITAL SERVICES, INC.	1F16-GQ7V-3V4V	P	Invoice	05/16/2023	249.49	249.49	0.00	0.00
060523	0726	170942	1	17592	AMAZON CAPITAL SERVICES, INC.	1MNH-GJYV-4JQN	P	Invoice	05/16/2023	44.99	44.99	0.00	0.00
060523	0726	170943	1	17592	AMAZON CAPITAL SERVICES, INC.	11DM-MDQ3-RWHM	P	Invoice	05/16/2023	65.97	65.97	0.00	0.00
060523	0726	170944	1	17592	AMAZON CAPITAL SERVICES, INC.	1W3N-CTPM-4PFP	P	Invoice	05/16/2023	1,796.07	1,796.07	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	170945	1	17592	AMAZON CAPITAL SERVICES, INC.	1TPK-F4HQ-J96P	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170946	1	17592	AMAZON CAPITAL SERVICES, INC.	19DQ-16K9-JGH1	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170947	1	17592	AMAZON CAPITAL SERVICES, INC.	1FG3-LC7C-J7MN	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170948	1	17592	AMAZON CAPITAL SERVICES, INC.	1FWP-6FNR-J4LJ	P	Invoice	05/16/2023	(33.56)	(33.56)	0.00	0.00
060523	0726	170949	1	17592	AMAZON CAPITAL SERVICES, INC.	1TQF-WK6Y-JL93	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170950	1	17592	AMAZON CAPITAL SERVICES, INC.	1LXD-6MKG-JG3P	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170951	1	17592	AMAZON CAPITAL SERVICES, INC.	1P4G-GH46-93DD	P	Invoice	05/16/2023	(184.58)	(184.58)	0.00	0.00
060523	0726	170952	1	17592	AMAZON CAPITAL SERVICES, INC.	1LPM-1MMQ-HPWQ	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170953	1	17592	AMAZON CAPITAL SERVICES, INC.	1LN4-7R6G-J7TP	P	Invoice	05/16/2023	(33.56)	(33.56)	0.00	0.00
060523	0726	170954	1	17592	AMAZON CAPITAL SERVICES, INC.	1LXD-6MKG-JJWW	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170955	1	17592	AMAZON CAPITAL SERVICES, INC.	1VRK-PM9R-JFG1	P	Invoice	05/16/2023	(33.56)	(33.56)	0.00	0.00
060523	0726	170956	1	17592	AMAZON CAPITAL SERVICES, INC.	1M7M-RD7J-JKLF	P	Invoice	05/16/2023	(33.56)	(33.56)	0.00	0.00
060523	0726	170957	1	17592	AMAZON CAPITAL SERVICES, INC.	1J6X-16FM-J3Y4	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170958	1	17592	AMAZON CAPITAL SERVICES, INC.	1MV3-DLKL-JJ3K	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170959	1	17592	AMAZON CAPITAL SERVICES, INC.	1NYJ-LQ4N-JJTF	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170960	1	17592	AMAZON CAPITAL SERVICES, INC.	1TXL-1YQX-JLRJ	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170961	1	17592	AMAZON CAPITAL SERVICES, INC.	1XHL-D4VV-JNH6	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170962	1	17592	AMAZON CAPITAL SERVICES, INC.	1NYJ-LQ4N-J9CQ	P	Invoice	05/16/2023	(33.56)	(33.56)	0.00	0.00
060523	0726	170963	1	17592	AMAZON CAPITAL SERVICES, INC.	1NYJ-LQ4N-JTXR	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170964	1	17592	AMAZON CAPITAL SERVICES, INC.	1Q1K-GJQP-HPY1	P	Invoice	05/16/2023	(33.56)	(33.56)	0.00	0.00
060523	0726	170965	1	17592	AMAZON CAPITAL SERVICES, INC.	16CJ-37FJ-JC66	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	170966	1	17592	AMAZON CAPITAL SERVICES, INC.	1J6F-F3LK-JQNQ	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170967	1	17592	AMAZON CAPITAL SERVICES, INC.	1PQ3-4714-7WK7	P	Invoice	05/16/2023	(184.58)	(184.58)	0.00	0.00
060523	0726	170968	1	17592	AMAZON CAPITAL SERVICES, INC.	1NLL-D1RR-J3PK	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170969	1	17592	AMAZON CAPITAL SERVICES, INC.	1W9G-WPWV-7PWJ	P	Invoice	05/16/2023	(184.58)	(184.58)	0.00	0.00
060523	0726	170970	1	17592	AMAZON CAPITAL SERVICES, INC.	1TPK-F4HQ-JN94	P	Invoice	05/16/2023	(33.56)	(33.56)	0.00	0.00
060523	0726	170971	1	17592	AMAZON CAPITAL SERVICES, INC.	1K17-HXNT-JLVF	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170972	1	17592	AMAZON CAPITAL SERVICES, INC.	1HMC-GLW7-JKVR	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170973	1	17592	AMAZON CAPITAL SERVICES, INC.	1J6X-16FM-J3J6	P	Invoice	05/16/2023	(50.34)	(50.34)	0.00	0.00
060523	0726	170974	1	17592	AMAZON CAPITAL SERVICES, INC.	1LN4-7R6G-JLCH	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170975	1	17592	AMAZON CAPITAL SERVICES, INC.	1M7M-RD7J-JL1H	P	Invoice	05/16/2023	(33.56)	(33.56)	0.00	0.00
060523	0726	170976	1	17592	AMAZON CAPITAL SERVICES, INC.	1FM1-DTFC-JG6N	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170977	1	17592	AMAZON CAPITAL SERVICES, INC.	1K1V-76FP-JDF1	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170978	1	17592	AMAZON CAPITAL SERVICES, INC.	11H4-F7PK-JLTD	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170979	1	17592	AMAZON CAPITAL SERVICES, INC.	1WRV-H7K1-JJWL	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170980	1	17592	AMAZON CAPITAL SERVICES, INC.	1GPP-YD1P-JFLD	P	Invoice	05/16/2023	(16.78)	(16.78)	0.00	0.00
060523	0726	170981	1	17592	AMAZON CAPITAL SERVICES, INC.	1WNW-L34P-7P9L	P	Invoice	05/16/2023	(201.36)	(201.36)	0.00	0.00
060523	0726	170982	1	17592	AMAZON CAPITAL SERVICES, INC.	1MVY-KKFM-3R6M	P	Invoice	05/16/2023	352.64	352.64	0.00	0.00
060523	0726	170983	1	17592	AMAZON CAPITAL SERVICES, INC.	1GPW-4WVR-4QKY	P	Invoice	05/16/2023	482.56	482.56	0.00	0.00
060523	0726	170984	1	7374	R ANNANDALE HIGH SCHOOL	REQ	P	Invoice	05/16/2023	150.00	150.00	0.00	0.00
060523	0726	170986	1	04035	APPLE INC.	AL22967345	P	Invoice	05/16/2023	7,494.00	7,494.00	0.00	0.00
060523	0726	170987	1	04035	APPLE INC.	AL22568805	P	Invoice	05/16/2023	1,798.00	1,798.00	0.00	0.00
060523	0726	170988	1	04035	APPLE INC.	AL22570579	P	Invoice	05/16/2023	2,498.00	2,498.00	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

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060523	0726	170989	1 04035		APPLE INC.	AL21914490	P	Invoice	05/16/2023	639.80	639.80	0.00	0.00
060523	0726	170990	1 04035		APPLE INC.	AL14554951	P	Invoice	05/16/2023	7,790.00	7,790.00	0.00	0.00
060523	0726	170991	1 04035		APPLE INC.	JA32270987	P	Invoice	05/16/2023	(3,895.00)	(3,895.00)	0.00	0.00
060523	0726	170992	1 04035		APPLE INC.	JA31802748	P	Invoice	05/16/2023	(3,895.00)	(3,895.00)	0.00	0.00
060523	0726	170993	1 04035		APPLE INC.	AL21912656	P	Invoice	05/16/2023	8,388.00	8,388.00	0.00	0.00
060523	0726	170994	1 16358	R	ARVIG	REQ	P	Invoice	05/16/2023	207.17	207.17	0.00	0.00
060523	0726	170995	1 18132		BACKYARD SPORTS LLC	163	P	Invoice	05/16/2023	520.00	520.00	0.00	0.00
060523	0726	170996	1 13347		BEAUDRY OIL COMPANY	2338186	P	Invoice	05/16/2023	1,158.68	1,158.68	0.00	0.00
060523	0726	170997	1 13347		BEAUDRY OIL COMPANY	2335243	P	Invoice	05/16/2023	3,520.00	3,520.00	0.00	0.00
060523	0726	170998	1 14758		BECKER SCREEN PRINT, LLC	27253	P	Invoice	05/16/2023	174.08	174.08	0.00	0.00
060523	0726	170999	1 18029		BJORKLUND COMPENSATION CONSULTING LLC	00004505	P	Invoice	05/16/2023	240.00	240.00	0.00	0.00
060523	0726	171000	1 18133		BOLTON & MENK, INC.	0310540	P	Invoice	05/16/2023	9,000.00	9,000.00	0.00	0.00
060523	0726	171001	1 03791		BROWN, PAT	REQ	P	Invoice	05/16/2023	270.18	270.18	0.00	0.00
060523	0726	171002	1 16058		BROWN, ERIN	REQ	P	Invoice	05/16/2023	526.52	526.52	0.00	0.00
060523	0726	171003	1 18056		BROWN'S ICE CREAM CO.	72312513	P	Invoice	05/17/2023	308.76	308.76	0.00	0.00
060523	0726	171004	1 13922	R	BSN SPORTS, LLC	921480265	P	Invoice	05/17/2023	31.96	31.96	0.00	0.00
060523	0726	171005	1 13922	R	BSN SPORTS, LLC	921529372	P	Invoice	05/17/2023	1,271.75	1,271.75	0.00	0.00
060523	0726	171006	1 16945		C&L DISTRIBUTING	1615563	P	Invoice	05/17/2023	214.56	214.56	0.00	0.00
060523	0726	171007	1 16945		C&L DISTRIBUTING	1615516	P	Invoice	05/17/2023	559.20	559.20	0.00	0.00
060523	0726	171008	1 6998	R	CENTRACARE HEALTH SYSTEM	SCHFIN3639	P	Invoice	05/17/2023	764.19	764.19	0.00	0.00
060523	0726	171009	1 00058		CMERDC	191695	P	Invoice	05/17/2023	2,833.61	2,833.61	0.00	0.00
060523	0726	171010	1 11219		COOK, JILL	REQ	P	Invoice	05/17/2023	62.96	62.96	0.00	0.00
060523	0726	171011	1 17423		DEL-TONE INC	5260	P	Invoice	05/17/2023	2,208.00	2,208.00	0.00	0.00
060523	0726	171012	1 7981		DOMINO'S PIZZA	7385-8	P	Invoice	05/17/2023	632.00	632.00	0.00	0.00
060523	0726	171013	1 7981		DOMINO'S PIZZA	7385-7	P	Invoice	05/17/2023	624.00	624.00	0.00	0.00
060523	0726	171014	1 17336		EAST SIDE OIL COMPANY, INC.	R104767	P	Invoice	05/17/2023	240.00	240.00	0.00	0.00
060523	0726	171015	1 06502		ECKROTH MUSIC COMPANY	4771121	P	Invoice	05/17/2023	167.00	167.00	0.00	0.00

## Becker Schools ISD # 726

### Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	171016	1	10758	EDUCATORS BENEFIT CONSULTANTS, LLC	28030	P	Invoice	05/17/2023	400.36	400.36	0.00	0.00
060523	0726	171017	1	7263	R EGAN COMPANY	SVC0000127166	P	Invoice	05/17/2023	2,741.88	2,741.88	0.00	0.00
060523	0726	171018	1	10827	EIGEN, HEATHER	REQ	P	Invoice	05/17/2023	116.94	116.94	0.00	0.00
060523	0726	171019	1	17893	ELLENS, STACY	REQ	P	Invoice	05/17/2023	125.00	125.00	0.00	0.00
060523	0726	171020	1	6941	R API GARAGE DOOR, INC.	Z239972	P	Invoice	05/17/2023	1,955.00	1,955.00	0.00	0.00
060523	0726	171021	1	15979	GILES, MIRIAH	REQ	P	Invoice	05/17/2023	192.57	192.57	0.00	0.00
060523	0726	171022	1	11942	GODFATHER'S PIZZA	024597	P	Invoice	05/17/2023	247.00	247.00	0.00	0.00
060523	0726	171023	1	11942	GODFATHER'S PIZZA	024596	P	Invoice	05/17/2023	923.00	923.00	0.00	0.00
060523	0726	171024	1	11942	GODFATHER'S PIZZA	024595	P	Invoice	05/17/2023	364.00	364.00	0.00	0.00
060523	0726	171025	1	11942	GODFATHER'S PIZZA	024593	P	Invoice	05/17/2023	247.00	247.00	0.00	0.00
060523	0726	171026	1	11942	GODFATHER'S PIZZA	024592	P	Invoice	05/17/2023	299.00	299.00	0.00	0.00
060523	0726	171027	1	15920	GREATER MINNESOTA FAMILY SERVICES	125995	P	Invoice	05/17/2023	7,166.68	7,166.68	0.00	0.00
060523	0726	171028	1	12565	HENRY EMBROIDERY & SCREEN PRINTING	1396	P	Invoice	05/17/2023	360.00	360.00	0.00	0.00
060523	0726	171029	1	17532	HOLT, KARISSA	REQ	P	Invoice	05/17/2023	97.79	97.79	0.00	0.00
060523	0726	171030	1	15482	R HUBBARD ELECTRIC, INC.	20230505-1008	P	Invoice	05/17/2023	4,799.68	4,799.68	0.00	0.00
060523	0726	171031	1	15482	R HUBBARD ELECTRIC, INC.	20230505-1009	P	Invoice	05/17/2023	599.96	599.96	0.00	0.00
060523	0726	171032	1	15482	R HUBBARD ELECTRIC, INC.	20230428-0966	P	Invoice	05/17/2023	125.00	125.00	0.00	0.00
060523	0726	171033	1	13342	R ICS CONSULTING, LLC - 138006	9783-7	P	Invoice	05/17/2023	171,441.34	171,441.34	0.00	0.00
060523	0726	171034	1	13342	R ICS CONSULTING, LLC - 138006	9799	P	Invoice	05/17/2023	26,065.00	26,065.00	0.00	0.00
060523	0726	171035	1	13348	IHRKE, JOSH	REQ	P	Invoice	05/17/2023	126.72	126.72	0.00	0.00
060523	0726	171036	1	10824	INNOVATIVE OFFICE SOLUTIONS, LLC	IN4180911	P	Invoice	05/17/2023	8.52	8.52	0.00	0.00
060523	0726	171037	1	10824	INNOVATIVE OFFICE SOLUTIONS, LLC	IN4119191	P	Invoice	05/17/2023	20.67	20.67	0.00	0.00
060523	0726	171038	1	10824	INNOVATIVE OFFICE SOLUTIONS, LLC	SCN-120728	P	Invoice	05/17/2023	(17.67)	(17.67)	0.00	0.00
060523	0726	171039	1	11502	INTEGRATED SYSTEMS CORPORATION	0731761	P	Invoice	05/17/2023	147.50	147.50	0.00	0.00

## Becker Schools ISD # 726

### Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance	
060523	0726	171040	1	03098	R	J. W. PEPPER & SON, INC.		P	Invoice	05/17/2023	191.74	191.74	0.00	0.00
060523	0726	171041	1	03098	R	J. W. PEPPER & SON, INC.		P	Invoice	05/17/2023	41.25	41.25	0.00	0.00
060523	0726	171042	1	03098	R	J. W. PEPPER & SON, INC.		P	Invoice	05/17/2023	45.00	45.00	0.00	0.00
060523	0726	171043	1	00195		JOHNSON CONTROLS	1-128730522230	P	Invoice	05/17/2023	1,780.27	1,780.27	0.00	0.00
060523	0726	171044	1	16579		KARLS, HOLLY	REQ	P	Invoice	05/17/2023	272.22	272.22	0.00	0.00
060523	0726	171045	1	11081		KENNEDY & GRAVEN, CHARTERED	174207	P	Invoice	05/17/2023	564.00	564.00	0.00	0.00
060523	0726	171046	1	11081		KENNEDY & GRAVEN, CHARTERED	174208	P	Invoice	05/17/2023	188.00	188.00	0.00	0.00
060523	0726	171047	1	11081		KENNEDY & GRAVEN, CHARTERED	174209	P	Invoice	05/17/2023	1,494.00	1,494.00	0.00	0.00
060523	0726	171048	1	11081		KENNEDY & GRAVEN, CHARTERED	174210	P	Invoice	05/17/2023	3,149.00	3,149.00	0.00	0.00
060523	0726	171049	1	11081		KENNEDY & GRAVEN, CHARTERED	174211	P	Invoice	05/17/2023	3,901.00	3,901.00	0.00	0.00
060523	0726	171050	1	11081		KENNEDY & GRAVEN, CHARTERED	174212	P	Invoice	05/17/2023	305.50	305.50	0.00	0.00
060523	0726	171051	1	11081		KENNEDY & GRAVEN, CHARTERED	174213	P	Invoice	05/17/2023	235.00	235.00	0.00	0.00
060523	0726	171052	1	11081		KENNEDY & GRAVEN, CHARTERED	174214	P	Invoice	05/17/2023	470.00	470.00	0.00	0.00
060523	0726	171053	1	17345		KRAUS, RICK	REQ	P	Invoice	05/17/2023	32.10	32.10	0.00	0.00
060523	0726	171054	1	16859		KREFT, DAVE	REQ	P	Invoice	05/17/2023	28.14	28.14	0.00	0.00
060523	0726	171055	1	13086		LOMMEL PHOTOGRAPHY INC.	13026-3	P	Invoice	05/17/2023	435.00	435.00	0.00	0.00
060523	0726	171056	1	13086		LOMMEL PHOTOGRAPHY INC.	13044-2	P	Invoice	05/17/2023	435.00	435.00	0.00	0.00
060523	0726	171057	1	00225	R	MARCO	34009472	P	Invoice	05/17/2023	1,620.04	1,620.04	0.00	0.00
060523	0726	171058	1	00805		MASSP	1491	P	Invoice	05/17/2023	289.92	289.92	0.00	0.00
060523	0726	171059	1	8735		MATHIES, TRACI	REQ	P	Invoice	05/17/2023	567.73	567.73	0.00	0.00
060523	0726	171060	1	7843	P	MONTICELLO HIGH SCHOOL	REQ	P	Invoice	05/17/2023	200.00	200.00	0.00	0.00
060523	0726	171061	1	00257	R	MONTICELLO PRINTING, INC.	158497	P	Invoice	05/17/2023	16.51	16.51	0.00	0.00
060523	0726	171062	1	17886		MULLIN, DANIELLE	REQ	P	Invoice	05/17/2023	99.91	99.91	0.00	0.00
060523	0726	171063	1	16776	R	MYSTERY SCIENCE	SP-12190	P	Invoice	05/17/2023	1,500.00	1,500.00	0.00	0.00

**Becker Schools ISD # 726**  
**Voucher Listing by Batch and Voucher Number**

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	171064	1	18050	NEW DOMINION SCHOOL	11545	P	Invoice	05/17/2023	5,013.15	5,013.15	0.00	0.00
060523	0726	171065	1	18134	NEW LONDON-SPICER REQ		P	Invoice	05/17/2023	150.00	150.00	0.00	0.00
060523	0726	171066	1	06690	NORTH CENTRAL BUS & EQUIP., INC.	301259	P	Invoice	05/17/2023	48.58	48.58	0.00	0.00
060523	0726	171067	1	06690	NORTH CENTRAL BUS & EQUIP., INC.	301140X1	P	Invoice	05/17/2023	630.00	630.00	0.00	0.00
060523	0726	171068	1	06690	NORTH CENTRAL BUS & EQUIP., INC.	301140	P	Invoice	05/17/2023	110.00	110.00	0.00	0.00
060523	0726	171069	1	06690	NORTH CENTRAL BUS & EQUIP., INC.	301115	P	Invoice	05/17/2023	81.38	81.38	0.00	0.00
060523	0726	171070	1	06690	NORTH CENTRAL BUS & EQUIP., INC.	300965	P	Invoice	05/17/2023	1,131.42	1,131.42	0.00	0.00
060523	0726	171071	1	06690	NORTH CENTRAL BUS & EQUIP., INC.	CM296878	P	Invoice	05/17/2023	(148.40)	(148.40)	0.00	0.00
060523	0726	171072	1	06690	NORTH CENTRAL BUS & EQUIP., INC.	CM300965	P	Invoice	05/17/2023	(1,378.50)	(1,378.50)	0.00	0.00
060523	0726	171073	1	15821	NUCO2	73160393	P	Invoice	05/17/2023	260.65	260.65	0.00	0.00
060523	0726	171074	1	18135	ODDEN, ANNIE	REQ	P	Invoice	05/17/2023	15.00	15.00	0.00	0.00
060523	0726	171075	1	18051	OSTRANDER, ALLIE	REQ	P	Invoice	05/17/2023	183.50	183.50	0.00	0.00
060523	0726	171076	1	17131	PATRIOT NEWS MN	008771	P	Invoice	05/17/2023	116.20	116.20	0.00	0.00
060523	0726	171077	1	17131	PATRIOT NEWS MN	008597	P	Invoice	05/17/2023	2,450.40	2,450.40	0.00	0.00
060523	0726	171078	1	17131	PATRIOT NEWS MN	008577	P	Invoice	05/17/2023	156.00	156.00	0.00	0.00
060523	0726	171079	1	02799	PEACOCK, MICHELLE	REQ	P	Invoice	05/17/2023	81.74	81.74	0.00	0.00
060523	0726	171080	1	12456	PILLAGER HIGH SCHOOL	REQ	P	Invoice	05/17/2023	200.00	200.00	0.00	0.00
060523	0726	171081	1	18091	PLAYGROUND OUTFITTERS	PP74430	P	Invoice	05/17/2023	1,533.00	1,533.00	0.00	0.00
060523	0726	171082	1	7350	PRINCETON HIGH SCHOOL	REQ	P	Invoice	05/17/2023	200.00	200.00	0.00	0.00
060523	0726	171083	1	17979	RACHEL CONTRACTING LLC	22077.01	P	Invoice	05/17/2023	19,000.00	19,000.00	0.00	0.00
060523	0726	171084	1	00057	RESOURCE TRAINING & SOLUTIONS	38061	P	Invoice	05/17/2023	2,430.00	2,430.00	0.00	0.00
060523	0726	171085	1	00057	RESOURCE TRAINING & SOLUTIONS	38036	P	Invoice	05/17/2023	570.00	570.00	0.00	0.00
060523	0726	171086	1	13638	REGENTS OF THE UNIV. OF MN	0150019334	P	Invoice	05/17/2023	225.00	225.00	0.00	0.00
060523	0726	171087	1	15336	RISLEY, THOMAS B	REQ	P	Invoice	05/17/2023	432.47	432.47	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	171088	1	18136	ROBAK, TRISTA	REQ	P	Invoice	05/17/2023	53.78	53.78	0.00	0.00
060523	0726	171089	1	18086	R SAVVAS LEARNING COMPANY LLC	7028376650	P	Invoice	05/17/2023	3,586.37	3,586.37	0.00	0.00
060523	0726	171090	1	18086	R SAVVAS LEARNING COMPANY LLC	7028378511	P	Invoice	05/17/2023	48,639.31	48,639.31	0.00	0.00
060523	0726	171091	1	18086	R SAVVAS LEARNING COMPANY LLC	4026937722	P	Invoice	05/17/2023	15,000.00	15,000.00	0.00	0.00
060523	0726	171092	1	18086	R SAVVAS LEARNING COMPANY LLC	4026937722	P	Invoice	05/17/2023	3,774.62	3,774.62	0.00	0.00
060523	0726	171093	1	03732	SCAN AIR FILTER, INC	158480	P	Invoice	05/17/2023	11,136.97	11,136.97	0.00	0.00
060523	0726	171094	1	03732	SCAN AIR FILTER, INC	158479	P	Invoice	05/17/2023	22.32	22.32	0.00	0.00
060523	0726	171095	1	03732	SCAN AIR FILTER, INC	158472	P	Invoice	05/17/2023	4,615.71	4,615.71	0.00	0.00
060523	0726	171096	1	03732	SCAN AIR FILTER, INC	158471	P	Invoice	05/17/2023	910.90	910.90	0.00	0.00
060523	0726	171097	1	03732	SCAN AIR FILTER, INC	158473	P	Invoice	05/17/2023	2,068.51	2,068.51	0.00	0.00
060523	0726	171098	1	05080	SCHMIDT, PAUL	REQ	P	Invoice	05/17/2023	90.00	90.00	0.00	0.00
060523	0726	171099	1	17154	R SCHOOL OF FISH LLC	REQ	P	Invoice	05/17/2023	1,600.00	1,600.00	0.00	0.00
060523	0726	171100	1	17665	SOLTAU CONSTRUCTION LLC	23-02-01	P	Invoice	05/17/2023	15,886.00	15,886.00	0.00	0.00
060523	0726	171101	1	16481	R SOURCEWELL	INV00001716	P	Invoice	05/17/2023	25.00	25.00	0.00	0.00
060523	0726	171102	1	15729	SHRED-IT, C/O STERICYLCLC, INC.	8003844934	P	Invoice	05/17/2023	110.25	110.25	0.00	0.00
060523	0726	171103	1	17793	STONE BROOK FARMS, INC.	21290	P	Invoice	05/17/2023	720.00	720.00	0.00	0.00
060523	0726	171104	1	16879	R TERRAFORM PHOENIX II ARCADIA HOLDINGS, LLC	200100196843	P	Invoice	05/17/2023	252.47	252.47	0.00	0.00
060523	0726	171105	1	13139	SOCIAL THINKING PUBLISHING	279329	P	Invoice	05/17/2023	131.27	131.27	0.00	0.00
060523	0726	171106	1	8489	TECH CHECK, LLC	51404	P	Invoice	05/17/2023	48,616.50	48,616.50	0.00	0.00
060523	0726	171107	1	8489	TECH CHECK, LLC	51451	P	Invoice	05/17/2023	17,352.74	17,352.74	0.00	0.00
060523	0726	171108	1	17888	THOUSAND HILLS LIFETIME GRAZED	8481	P	Invoice	05/17/2023	1,297.70	1,297.70	0.00	0.00
060523	0726	171109	1	18023	WELLNESS FOR LIVING LLC	REQ	P	Invoice	05/17/2023	775.00	775.00	0.00	0.00
060523	0726	171110	1	15528	WILLMAR HIGH SCHOOL	REQ	P	Invoice	05/17/2023	150.00	150.00	0.00	0.00
060523	0726	171111	1	16197	WINSUPPLY OF THE TWIN CITIES	154933-01	P	Invoice	05/17/2023	132.65	132.65	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	171112	1	17914	A.J. MOORE ELECTRIC, INC.	6	P	Invoice	05/18/2023	19,463.40	19,463.40	0.00	0.00
060523	0726	171113	1	17988	A.M.E CONSTRUCTION CORP	23014-2	P	Invoice	05/18/2023	38,000.00	38,000.00	0.00	0.00
060523	0726	171114	1	17978	BEN'S STRUCTURAL FABRICATION INC	PAY APP #4	P	Invoice	05/18/2023	106,584.30	106,584.30	0.00	0.00
060523	0726	171115	1	7410	BRAUN INTERTEC CORPORATION	B341594	P	Invoice	05/18/2023	16,083.00	16,083.00	0.00	0.00
060523	0726	171116	1	7410	BRAUN INTERTEC CORPORATION	B341593	P	Invoice	05/18/2023	933.00	933.00	0.00	0.00
060523	0726	171117	1	7410	BRAUN INTERTEC CORPORATION	B341595	P	Invoice	05/18/2023	810.50	810.50	0.00	0.00
060523	0726	171118	1	17985	BRETH-ZENZEN FIRE PROTECTION LLC	PAY APP#1	P	Invoice	05/18/2023	12,516.25	12,516.25	0.00	0.00
060523	0726	171119	1	17903	CONNEXUS ENERGY	COM0002194	P	Invoice	05/18/2023	365.00	365.00	0.00	0.00
060523	0726	171120	1	17903	CONNEXUS ENERGY	COM0002178	P	Invoice	05/18/2023	825.00	825.00	0.00	0.00
060523	0726	171121	1	17983	COMMERCIAL DRYWALL INC.	PAY APP #4	P	Invoice	05/18/2023	17,544.03	17,544.03	0.00	0.00
060523	0726	171122	1	17849	EBERT CONSTRUCTION INC.	3	P	Invoice	05/18/2023	4,261.70	4,261.70	0.00	0.00
060523	0726	171123	1	17849	EBERT CONSTRUCTION INC.	6	P	Invoice	05/18/2023	173,809.44	173,809.44	0.00	0.00
060523	0726	171124	1	17849	EBERT CONSTRUCTION INC.	4	P	Invoice	05/18/2023	98,330.80	98,330.80	0.00	0.00
060523	0726	171125	1	17974	FORD METRO, INC. / KAS INVESTMENT CO. INC.	76439	P	Invoice	05/18/2023	54,626.90	54,626.90	0.00	0.00
060523	0726	171126	1	18057	GRAZZINI BROTHERS & COMPANY	150495	P	Invoice	05/18/2023	34,518.25	34,518.25	0.00	0.00
060523	0726	171127	1	17980	R HENKEMEYER COATINGS, INC.	10566	P	Invoice	05/18/2023	2,612.50	2,612.50	0.00	0.00
060523	0726	171128	1	15482	HUBBARD ELECTRIC	7	P	Invoice	05/18/2023	85,811.70	85,811.70	0.00	0.00
060523	0726	171129	1	17852	K JOHNSON CONSTRUCTION, INC.	8	P	Invoice	05/18/2023	13,876.65	13,876.65	0.00	0.00
060523	0726	171130	1	13648	MASTERS PLUMBING, HEATING & COOLING, LLC	PAY APP #7	P	Invoice	05/18/2023	390,165.00	390,165.00	0.00	0.00
060523	0726	171131	1	11767	R MCDOWALL COMPANY	2BEMSHS-1	P	Invoice	05/18/2023	61,187.79	61,187.79	0.00	0.00
060523	0726	171132	1	17887	SENTRA-SOTA SHEET METAL, INC.	PAY APP #8	P	Invoice	05/18/2023	189,244.75	189,244.75	0.00	0.00
060523	0726	171133	1	14070	P SUMMIT COMPANIES - WAITE PARK OFFICE	2218312	P	Invoice	05/18/2023	8,059.80	8,059.80	0.00	0.00

**Becker Schools ISD # 726**  
**Voucher Listing by Batch and Voucher Number**

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060523	0726	171134	1 14475		W. GOHMAN CONSTRUCTION CO.	3-21500	P	Invoice	05/18/2023	2,460.50	2,460.50	0.00	0.00
060523	0726	171135	1 14475		W. GOHMAN CONSTRUCTION CO.	PAY APP #7	P	Invoice	05/18/2023	177,848.55	177,848.55	0.00	0.00
060523	0726	171136	1 8250	R	WEIDNER MECHANICAL CONTRACTORS	A62404	P	Invoice	05/18/2023	70,300.00	70,300.00	0.00	0.00
060523	0726	171137	1 8250	R	WEIDNER MECHANICAL CONTRACTORS	A6225-5	P	Invoice	05/18/2023	253,239.60	253,239.60	0.00	0.00
060523	0726	171138	1 17981		WILLMAR ELECTRIC SERVICE CORP	4816	P	Invoice	05/18/2023	21,375.00	21,375.00	0.00	0.00
060523	0726	171139	1 16923	P	WRUCK EXCAVATING INC.	004	P	Invoice	05/18/2023	28,672.97	28,672.97	0.00	0.00
060523	0726	171140	1 16923	P	WRUCK EXCAVATING INC.	005	P	Invoice	05/18/2023	51,273.49	51,273.49	0.00	0.00
060523	0726	171141	1 18137		ANTHONY J. RAMUNNO ELECTRICAL ENGINEERING, LLC	I2023-8	P	Invoice	05/18/2023	749.00	749.00	0.00	0.00
060523	0726	171142	1 13843	R	CULINEX	INV881678	P	Invoice	05/18/2023	310.00	310.00	0.00	0.00
060523	0726	171143	1 13843	R	CULINEX	CM18631	P	Invoice	05/18/2023	(72.06)	(72.06)	0.00	0.00
060523	0726	171144	1 6977		GRAND RAPIDS PUBLIC SCHOOLS	AR043876	P	Invoice	05/18/2023	3,166.00	3,166.00	0.00	0.00
060523	0726	171145	1 14534		MADISON NATIONAL LIFE INSURANCE CO., INC.	BILL #1559124	P	Invoice	05/18/2023	2,806.09	2,806.09	0.00	0.00
060523	0726	171146	1 00805		MASSP	SC3291	P	Invoice	05/18/2023	295.00	295.00	0.00	0.00
060523	0726	171147	1 05111		SCHOLASTIC BOOK FAIRS - 15	W52596935BF	P	Invoice	05/18/2023	3,886.06	3,886.06	0.00	0.00
060523	0726	171148	1 18138		USA CLAY TARGET LEAGUE	BER389-LT-20	P	Invoice	05/18/2023	1,665.00	1,665.00	0.00	0.00
060523	0726	171149	1 17513		ALL NIGHT GRAD PARTY	REQ	P	Invoice	05/19/2023	5,460.00	5,460.00	0.00	0.00
060523	0726	171150	1 18139		DATA PRACTICES OFFICE	00000743603	P	Invoice	05/19/2023	80.00	80.00	0.00	0.00
060523	0726	171151	1 18140		EMAGINE MONTICELLO THEATER	4077	P	Invoice	05/19/2023	1,735.15	1,735.15	0.00	0.00
060523	0726	171152	1 14823	P	JAMF SOFTWARE, LLC	INV321047	P	Invoice	05/19/2023	291.50	291.50	0.00	0.00
060523	0726	171153	1 7987	R	LANDSVERK, KAREN	REQ	P	Invoice	05/19/2023	86.28	86.28	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

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060523	0726	171154	1	14061	LIVE LAUGH BLOOM FLORAL	100020291	P	Invoice	05/19/2023	464.00	464.00	0.00	0.00
060523	0726	171155	1	00805	MASSP	AL212	P	Invoice	05/19/2023	95.00	95.00	0.00	0.00
060523	0726	171156	1	16847	OTTO, JOSH	REQ	P	Invoice	05/19/2023	363.02	363.02	0.00	0.00
060523	0726	171157	1	18086	R SAVVAS LEARNING COMPANY LLC	7028382059	P	Invoice	05/19/2023	30,190.40	30,190.40	0.00	0.00
060523	0726	171158	1	00275	XCEL ENERGY	STMT #827666397	P	Invoice	05/19/2023	83.94	83.94	0.00	0.00
060523	0726	171180	1	16468	ARAMARK UNIFORM SERVICES	2530131751	P	Invoice	05/22/2023	20.00	20.00	0.00	0.00
060523	0726	171181	1	13347	BEAUDRY OIL COMPANY	2340230	P	Invoice	05/22/2023	738.75	738.75	0.00	0.00
060523	0726	171182	1	13347	BEAUDRY OIL COMPANY	2329981	P	Invoice	05/22/2023	3,271.50	3,271.50	0.00	0.00
060523	0726	171183	1	13347	BEAUDRY OIL COMPANY	2329980	P	Invoice	05/22/2023	1,278.00	1,278.00	0.00	0.00
060523	0726	171184	1	13347	BEAUDRY OIL COMPANY	2338015	P	Invoice	05/22/2023	4,882.50	4,882.50	0.00	0.00
060523	0726	171185	1	15646	R BIG LAKE SPINE AND SPORT	REQ	P	Invoice	05/22/2023	85.00	85.00	0.00	0.00
060523	0726	171186	1	15646	R BIG LAKE SPINE AND SPORT	REQ	P	Invoice	05/22/2023	85.00	85.00	0.00	0.00
060523	0726	171187	1	15646	R BIG LAKE SPINE AND SPORT	REQ	P	Invoice	05/22/2023	85.00	85.00	0.00	0.00
060523	0726	171188	1	15646	R BIG LAKE SPINE AND SPORT	REQ	P	Invoice	05/22/2023	85.00	85.00	0.00	0.00
060523	0726	171189	1	15646	R BIG LAKE SPINE AND SPORT	REQ	P	Invoice	05/22/2023	85.00	85.00	0.00	0.00
060523	0726	171190	1	12981	BUCHER, NATHAN	REQ	P	Invoice	05/22/2023	97.21	97.21	0.00	0.00
060523	0726	171191	1	03411	R CHAMBERLAIN OIL CO., INC.	433548-00	P	Invoice	05/22/2023	322.98	322.98	0.00	0.00
060523	0726	171192	1	17903	R CONNEXUS ENERGY	REQ	P	Invoice	05/22/2023	321.27	321.27	0.00	0.00
060523	0726	171193	1	13415	MCDONALD'S MEATS	REQ	P	Invoice	05/22/2023	100.20	100.20	0.00	0.00
060523	0726	171194	1	9744	R MOMENTUM TRUCK GROUP	X194153321:01	P	Invoice	05/22/2023	41.97	41.97	0.00	0.00
060523	0726	171195	1	9744	R MOMENTUM TRUCK GROUP	X194154590:01	P	Invoice	05/22/2023	44.37	44.37	0.00	0.00
060523	0726	171196	1	17720	WILD, MAGGIE	REQ	P	Invoice	05/22/2023	30.00	30.00	0.00	0.00
060523	0726	171197	1	06441	R WINDSTREAM LAKEDALE, INC.	REQ	P	Invoice	05/22/2023	1,712.30	1,712.30	0.00	0.00
060523	0726	171198	1	17756	ALVIN, ZACH	REQ	P	Invoice	05/22/2023	8.00	8.00	0.00	0.00

## Becker Schools ISD # 726

### Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	171199	1	16178	ARNOLD, WARREN	REQ	P	Invoice	05/22/2023	110.00	110.00	0.00	0.00
060523	0726	171200	1	13849	BEEHLER, KEVIN	REQ	P	Invoice	05/22/2023	110.00	110.00	0.00	0.00
060523	0726	171201	1	13849	BEEHLER, KEVIN	REQ	P	Invoice	05/22/2023	90.00	90.00	0.00	0.00
060523	0726	171202	1	18141	BALZER, ANDREW	REQ	P	Invoice	05/22/2023	117.50	117.50	0.00	0.00
060523	0726	171203	1	14816	BOOTH, KENNETH	REQ	P	Invoice	05/22/2023	110.00	110.00	0.00	0.00
060523	0726	171204	1	18142	BUCK, HAROLD	REQ	P	Invoice	05/22/2023	117.30	117.30	0.00	0.00
060523	0726	171205	1	14161	EHRlichman, CRAIG	REQ	P	Invoice	05/22/2023	110.00	110.00	0.00	0.00
060523	0726	171206	1	16816	FLUCK, LONNIE J.	REQ	P	Invoice	05/22/2023	28.00	28.00	0.00	0.00
060523	0726	171207	1	17737	FRISCHMAN, JAY	REQ	P	Invoice	05/22/2023	109.00	109.00	0.00	0.00
060523	0726	171208	1	13060	HERMAN, TRENT	REQ	P	Invoice	05/22/2023	110.00	110.00	0.00	0.00
060523	0726	171209	1	18113	HIDDE, KEVIN	REQ	P	Invoice	05/22/2023	190.00	190.00	0.00	0.00
060523	0726	171210	1	8380	KOPETKA, FRANK	REQ	P	Invoice	05/22/2023	95.00	95.00	0.00	0.00
060523	0726	171211	1	14809	LUNDE, TIMOTHY	REQ	P	Invoice	05/23/2023	14.00	14.00	0.00	0.00
060523	0726	171212	1	11961	NELSON, STEPHANIE	REQ	P	Invoice	05/23/2023	90.00	90.00	0.00	0.00
060523	0726	171213	1	14860	NORTHAGEN, DUANE	REQ	P	Invoice	05/23/2023	95.00	95.00	0.00	0.00
060523	0726	171214	1	18143	ORREY, JOSEPH	REQ	P	Invoice	05/23/2023	116.60	116.60	0.00	0.00
060523	0726	171215	1	18145	PAULSON, MIKE	REQ	P	Invoice	05/23/2023	173.00	173.00	0.00	0.00
060523	0726	171216	1	18144	PEITSO, LANCE	REQ	P	Invoice	05/23/2023	95.00	95.00	0.00	0.00
060523	0726	171217	1	18146	PODRATZ, JERRY	REQ	P	Invoice	05/23/2023	173.00	173.00	0.00	0.00
060523	0726	171218	1	17437	RANDALL, MARK	REQ	P	Invoice	05/23/2023	110.00	110.00	0.00	0.00
060523	0726	171219	1	18094	SCHYMA, KYLE	REQ	P	Invoice	05/23/2023	190.00	190.00	0.00	0.00
060523	0726	171220	1	10438	THOMPSON, JASON	REQ	P	Invoice	05/23/2023	10.50	10.50	0.00	0.00
060523	0726	171221	1	18147	TOWARD, RONALD W	REQ	P	Invoice	05/23/2023	118.00	118.00	0.00	0.00
060523	0726	171222	1	15536	TURNBULL, BLAINE	REQ	P	Invoice	05/23/2023	12.00	12.00	0.00	0.00
060523	0726	171223	1	17746	WARHOL, MATTHEW ALLAN	REQ	P	Invoice	05/23/2023	95.00	95.00	0.00	0.00
060523	0726	171224	1	17450	WEINER, BENJAMIN R	REQ	P	Invoice	05/23/2023	108.20	108.20	0.00	0.00
060523	0726	171225	1	16677	YOUNGQUIST, THOMAS DEAN	REQ	P	Invoice	05/23/2023	95.00	95.00	0.00	0.00
060523	0726	171226	1	18114	YOUNG, TREVOR	REQ	P	Invoice	05/23/2023	14.50	14.50	0.00	0.00
060523	0726	171227	1	18114	YOUNG, TREVOR	REQ	P	Invoice	05/23/2023	114.00	114.00	0.00	0.00
060523	0726	171252	1	18150	BLOCH, NOAH	REQ	P	Invoice	05/24/2023	16.00	16.00	0.00	0.00

## Becker Schools ISD # 726

### Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	171253	1	14534	MADISON NATIONAL LIFE INSURANCE CO., INC.	JUNE 2023 LTD	P	Invoice	05/24/2023	7,403.40	7,403.40	0.00	0.00
060523	0726	171254	1	17795	BRAKE, REIS LUELLA	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171255	1	18148	GARDNER, AUBREE LYNN	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171256	1	18149	GARDNER, STEPHANIE LYNN	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171257	1	13569	HOLM, NICHOLE	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171258	1	17043	HUBBARD, MAXWELL	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171259	1	6905	LANDWEHR, CORINA	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171260	1	17786	LANDWEHR, SUMMER F.	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171261	1	13984	MUELLER, BECKY	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171262	1	17794	PUDLICK, ASHTON	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171263	1	17776	RICK, ELLA MAY	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171264	1	17774	VOLLER, ALEXA A.	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171268	1	17775	WARREN, SAMUEL	REQ	P	Invoice	05/24/2023	300.00	300.00	0.00	0.00
060523	0726	171269	1	17950	STEWART, ZLIMEN & JUNGERS, LTD	S022322S0	P	Invoice	05/24/2023	316.80	316.80	0.00	0.00
060523	0726	171273	1	17085	QUADIENT LEASING USA, INC.	28925	P	Invoice	05/24/2023	462.06	462.06	0.00	0.00
060523	0726	171274	1	14532	HEALTHPARTNERS INC.	REQ	P	Invoice	05/25/2023	93,230.75	93,230.75	0.00	0.00
060523	0726	171275	1	14532	HEALTHPARTNERS INC.	REQ	P	Invoice	05/25/2023	264,103.14	264,103.14	0.00	0.00
060523	0726	171276	1	14532	HEALTHPARTNERS INC.	REQ	P	Invoice	05/25/2023	71,237.80	71,237.80	0.00	0.00
060523	0726	171277	1	14532	HEALTHPARTNERS INC.	Q817514	P	Invoice	05/25/2023	506.00	506.00	0.00	0.00
060523	0726	171278	1	14532	HEALTHPARTNERS INC.	REQ	P	Invoice	05/25/2023	87,510.00	87,510.00	0.00	0.00
060523	0726	171279	1	14532	HEALTHPARTNERS INC.	REQ	P	Invoice	05/25/2023	49,774.93	49,774.93	0.00	0.00
060523	0726	171280	1	14215	DELTA DENTAL OF MINNESOTA	CNS0001243549	P	Invoice	05/25/2023	9,732.91	9,732.91	0.00	0.00
060523	0726	171281	1	14215	DELTA DENTAL OF MINNESOTA	CNS0001246440	P	Invoice	05/25/2023	4,811.50	4,811.50	0.00	0.00
060523	0726	171282	1	14215	DELTA DENTAL OF MINNESOTA	CNS0001248375	P	Invoice	05/25/2023	7,059.86	7,059.86	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060523	0726	171283	1	14215	DELTA DENTAL OF MINNESOTA	CNS0001242198	P	Invoice	05/25/2023	2,332.44	2,332.44	0.00	0.00
060523	0726	171284	1	14215	DELTA DENTAL OF MINNESOTA	CNS0001263938	P	Invoice	05/25/2023	4,384.76	4,384.76	0.00	0.00
060523	0726	171288	1	06445	R MEI TOTAL ELEVATOR SOLUTIONS	1017541	P	Invoice	05/30/2023	550.80	550.80	0.00	0.00
060523	0726	171289	1	06690	NORTH CENTRAL BUS & EQUIP., INC.	302097	P	Invoice	05/30/2023	13,980.10	13,980.10	0.00	0.00
060523	0726	171299	1	12305	BABLER, ANNA	REQ	P	Invoice	05/31/2023	128.59	128.59	0.00	0.00
060523	0726	171300	1	9014	HILTNER, SUE	REQ	P	Invoice	05/31/2023	171.90	171.90	0.00	0.00
060523	0726	171301	1	16922	IMHOLTE, KRISTIN	REQ	P	Invoice	05/31/2023	49.95	49.95	0.00	0.00
060523	0726	171302	1	11259	KONERZA, JENNIFER	REQ	P	Invoice	05/31/2023	26.96	26.96	0.00	0.00
060523	0726	171303	1	13515	LINDQUIST, JOAN	REQ	P	Invoice	05/31/2023	17.97	17.97	0.00	0.00
060523	0726	171304	1	17627	MOEN, HUNTER	REQ	P	Invoice	05/31/2023	1,863.16	1,863.16	0.00	0.00
060523	0726	171305	1	06272	MOON, THEODORA	REQ	P	Invoice	05/31/2023	75.39	75.39	0.00	0.00
060523	0726	171306	1	11044	R REGION 8AA	REQ	P	Invoice	05/31/2023	580.00	580.00	0.00	0.00
060523	0726	171307	1	11044	R REGION 8AA	REQ	P	Invoice	05/31/2023	1,060.00	1,060.00	0.00	0.00
060523	0726	171308	1	17185	VERIZON WIRELESS	9935121172	P	Invoice	05/31/2023	40.01	40.01	0.00	0.00
060523	0726	171309	1	17756	ALVIN, ZACH	REQ	P	Invoice	05/31/2023	173.00	173.00	0.00	0.00
060523	0726	171310	1	16816	FLUCK, LONNIE J.	REQ	P	Invoice	05/31/2023	31.50	31.50	0.00	0.00
060523	0726	171311	1	16816	FLUCK, LONNIE J.	REQ	P	Invoice	05/31/2023	28.00	28.00	0.00	0.00
060523	0726	171312	1	15978	HUDYMA, DEREK	REQ	P	Invoice	05/31/2023	84.00	84.00	0.00	0.00
060523	0726	171313	1	16352	KRENZ, MATTHEW	REQ	P	Invoice	05/31/2023	95.00	95.00	0.00	0.00
060523	0726	171314	1	17741	MICHAELIS, JEFFREY	REQ	P	Invoice	05/31/2023	110.00	110.00	0.00	0.00
060523	0726	171315	1	16347	RISDALL, PAUL	REQ	P	Invoice	05/31/2023	173.00	173.00	0.00	0.00
060523	0726	171316	1	17769	REDEMSKE, MARK	REQ	P	Invoice	05/31/2023	110.00	110.00	0.00	0.00
060523	0726	171317	1	13747	SWENSON, TOM	REQ	P	Invoice	05/31/2023	110.00	110.00	0.00	0.00
060523	0726	171318	1	16689	SCHMIDTBAUER, WILLIAM	REQ	P	Invoice	05/31/2023	106.00	106.00	0.00	0.00
060523	0726	171319	1	18152	STYER, ADAM	REQ	P	Invoice	05/31/2023	107.50	107.50	0.00	0.00
060523	0726	171320	1	18114	YOUNG, TREVOR	REQ	P	Invoice	05/31/2023	173.00	173.00	0.00	0.00
060523	0726	171321	1	18153	ENDURANCE PROMOTIONS	REQ	P	Invoice	05/31/2023	173.00	173.00	0.00	0.00
Batch Total:										\$4,127,164.67	\$4,127,164.67	\$0.00	\$0.00
060623	0726	171290	1	18151	12 COOKIES CO.	000142	I	Invoice	05/30/2023	756.00	0.00	0.00	756.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060623	0726	171291	1	06590	AIM ELECTRONICS, INC	44440	I	Invoice	05/30/2023	89,607.00	0.00	0.00	89,607.00
060623	0726	171292	1	06101	ALL STAR TROPHY & AWARDS INC	6030	I	Invoice	05/30/2023	270.00	0.00	0.00	270.00
060623	0726	171293	1	06101	ALL STAR TROPHY & AWARDS INC	5910	I	Invoice	05/30/2023	312.00	0.00	0.00	312.00
060623	0726	171294	1	17592	AMAZON CAPITAL SERVICES, INC.	14G6-YHTM-3719	I	Invoice	05/30/2023	488.08	0.00	0.00	488.08
060623	0726	171295	1	17592	AMAZON CAPITAL SERVICES, INC.	19Q4-WP1P-66V3	I	Invoice	05/30/2023	530.11	0.00	0.00	530.11
060623	0726	171296	1	17592	AMAZON CAPITAL SERVICES, INC.	1J19-4HN7-4PP4	I	Invoice	05/30/2023	89.99	0.00	0.00	89.99
060623	0726	171297	1	17592	AMAZON CAPITAL SERVICES, INC.	1JVK-FXCR-4QXR	I	Invoice	05/30/2023	63.78	0.00	0.00	63.78
060623	0726	171298	1	17592	AMAZON CAPITAL SERVICES, INC.	1W73-VT1H-4LQP	I	Invoice	05/30/2023	32.99	0.00	0.00	32.99
060623	0726	171322	1	06101	ALL STAR TROPHY & AWARDS INC	6072	I	Invoice	05/31/2023	25.00	0.00	0.00	25.00
060623	0726	171323	1	06101	ALL STAR TROPHY & AWARDS INC	6096	I	Invoice	05/31/2023	50.00	0.00	0.00	50.00
060623	0726	171324	1	17592	AMAZON CAPITAL SERVICES, INC.	1L1H-4T1F-4N3W	I	Invoice	05/31/2023	244.56	0.00	0.00	244.56
060623	0726	171325	1	04035	APPLE INC.	AL26099151	I	Invoice	05/31/2023	2,198.00	0.00	0.00	2,198.00
060623	0726	171326	1	04035	APPLE INC.	AL25167553	I	Invoice	05/31/2023	714.00	0.00	0.00	714.00
060623	0726	171327	1	05725	BATTERIES PLUS	P62384249	I	Invoice	05/31/2023	1,135.80	0.00	0.00	1,135.80
060623	0726	171328	1	13347	BEAUDRY OIL COMPANY	2347958	I	Invoice	05/31/2023	1,177.40	0.00	0.00	1,177.40
060623	0726	171329	1	13347	BEAUDRY OIL COMPANY	2347903	I	Invoice	05/31/2023	5,116.50	0.00	0.00	5,116.50
060623	0726	171330	1	13347	BEAUDRY OIL COMPANY	2344472	I	Invoice	05/31/2023	5,687.20	0.00	0.00	5,687.20
060623	0726	171331	1	13347	BEAUDRY OIL COMPANY	2344383	I	Invoice	05/31/2023	1,609.62	0.00	0.00	1,609.62
060623	0726	171332	1	14799	BECKER COLLISION & GLASS, INC.	24050	I	Invoice	05/31/2023	141.55	0.00	0.00	141.55
060623	0726	171333	1	9407	R BERNICK'S	I40058	I	Invoice	05/31/2023	95.76	0.00	0.00	95.76
060623	0726	171334	1	18029	BJORKLUND COMPENSATION CONSULTING LLC	00004513	I	Invoice	05/31/2023	65.00	0.00	0.00	65.00
060623	0726	171335	1	16945	C&L DISTRIBUTING	1622966	I	Invoice	05/31/2023	446.40	0.00	0.00	446.40
060623	0726	171336	1	16945	C&L DISTRIBUTING	1618787	I	Invoice	05/31/2023	513.60	0.00	0.00	513.60

**Becker Schools ISD # 726**  
**Voucher Listing by Batch and Voucher Number**

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060623	0726	171337	1	12829	CHAD'S AUTO REPAIR	11837	I	Invoice	05/31/2023	24.95	0.00	0.00	24.95
060623	0726	171338	1	17501	R DALCO ENTERPRISES, INC.	4082595	I	Invoice	05/31/2023	799.78	0.00	0.00	799.78
060623	0726	171339	1	17904	DIVINE HOME CARE, INC	01-459766	I	Invoice	05/31/2023	1,885.34	0.00	0.00	1,885.34
060623	0726	171340	1	7263	R EGAN COMPANY	SVC0000127548	I	Invoice	05/31/2023	2,292.46	0.00	0.00	2,292.46
060623	0726	171341	1	17384	FITNESS DISTRIBUTING INC	5	I	Invoice	05/31/2023	250.00	0.00	0.00	250.00
060623	0726	171342	1	02769	R FLINN SCIENTIFIC, INC.	2868601	I	Invoice	05/31/2023	191.50	0.00	0.00	191.50
060623	0726	171343	1	14923	HORIZON COMMERCIAL POOL SUPPLY	INV39673	I	Invoice	05/31/2023	1,832.77	0.00	0.00	1,832.77
060623	0726	171344	1	8875	HORIZON ROOFING, INC	BE13147	I	Invoice	05/31/2023	1,823.58	0.00	0.00	1,823.58
060623	0726	171345	1	8875	HORIZON ROOFING, INC	BE13268	I	Invoice	05/31/2023	451.50	0.00	0.00	451.50
060623	0726	171346	1	8875	HORIZON ROOFING, INC	BE133315	I	Invoice	05/31/2023	728.25	0.00	0.00	728.25
060623	0726	171347	1	8875	HORIZON ROOFING, INC	BE13356	I	Invoice	05/31/2023	555.00	0.00	0.00	555.00
060623	0726	171348	1	15482	R HUBBARD ELECTRIC, INC.	20230519-1158	I	Invoice	05/31/2023	1,116.85	0.00	0.00	1,116.85
060623	0726	171349	1	10824	INNOVATIVE OFFICE SOLUTIONS, LLC	IN4198549	I	Invoice	05/31/2023	37.66	0.00	0.00	37.66
060623	0726	171350	1	10824	INNOVATIVE OFFICE SOLUTIONS, LLC	IN4193967	I	Invoice	05/31/2023	229.49	0.00	0.00	229.49
060623	0726	171351	1	10824	INNOVATIVE OFFICE SOLUTIONS, LLC	IN4193961	I	Invoice	05/31/2023	178.80	0.00	0.00	178.80
060623	0726	171352	1	11502	INTEGRATED SYSTEMS CORPORATION	0732337	I	Invoice	05/31/2023	147.50	0.00	0.00	147.50
060623	0726	171353	1	16684	LARKIN ELECTRONICS	REQ	I	Invoice	05/31/2023	230.00	0.00	0.00	230.00
060623	0726	171354	1	13086	LOMMEL PHOTOGRAPHY INC.	13027-2	I	Invoice	05/31/2023	355.00	0.00	0.00	355.00
060623	0726	171355	1	17784	LORENTZ, JENNIFER	REQ	I	Invoice	05/31/2023	96.94	0.00	0.00	96.94
060623	0726	171356	1	00225	MARCO TECHNOLOGIES LLC	INV11210638	I	Invoice	05/31/2023	654.86	0.00	0.00	654.86
060623	0726	171357	1	16243	MINNESOTA COMPUTER SYSTEMS, INC.	37189	I	Invoice	05/31/2023	177.85	0.00	0.00	177.85

**Becker Schools ISD # 726**  
**Voucher Listing by Batch and Voucher Number**

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060623	0726	171358	1 9744	R	MOMENTUM TRUCK GROUP	X194155609:01	I	Invoice	05/31/2023	63.97	0.00	0.00	63.97
060623	0726	171359	1 00257	R	MONTICELLO PRINTING, INC.	159549	I	Invoice	05/31/2023	353.13	0.00	0.00	353.13
060623	0726	171360	1 06690		NORTH CENTRAL BUS & EQUIP., INC.	302070	I	Invoice	05/31/2023	1,420.82	0.00	0.00	1,420.82
060623	0726	171361	1 06690		NORTH CENTRAL BUS & EQUIP., INC.	302011	I	Invoice	05/31/2023	218.67	0.00	0.00	218.67
060623	0726	171362	1 7538		NOVACARE REHABILITATION	846628943	I	Invoice	05/31/2023	360.00	0.00	0.00	360.00
060623	0726	171363	1 00165	R	NORTH CENTRAL INTERNATIONAL, LLC	X226008222:01	I	Invoice	05/31/2023	11.86	0.00	0.00	11.86
060623	0726	171364	1 15821		NUCO2	73121787	I	Invoice	05/31/2023	200.79	0.00	0.00	200.79
060623	0726	171365	1 13775		ORCA BOOK PUBLISHERS	440378	I	Invoice	05/31/2023	356.20	0.00	0.00	356.20
060623	0726	171366	1 13775		ORCA BOOK PUBLISHERS	60421	I	Invoice	05/31/2023	(262.80)	0.00	0.00	(262.80)
060623	0726	171367	1 14005	P	PARCHMENT LLC	INV19661	I	Invoice	05/31/2023	2,500.00	0.00	0.00	2,500.00
060623	0726	171368	1 17420		PARTY CRASHERS RC RACING	0158	I	Invoice	05/31/2023	234.00	0.00	0.00	234.00
060623	0726	171369	1 17131		PATRIOT NEWS MN	008911	I	Invoice	05/31/2023	498.00	0.00	0.00	498.00
060623	0726	171370	1 12989	R	PIONEER MANUFACTURING CO.	INV883202	I	Invoice	05/31/2023	6,805.43	0.00	0.00	6,805.43
060623	0726	171371	1 13056		REGION 1	12863	I	Invoice	05/31/2023	5,310.00	0.00	0.00	5,310.00
060623	0726	171372	1 11145		ROCHESTER TELECOM SYSTEMS, INC	26250	I	Invoice	05/31/2023	12.59	0.00	0.00	12.59
060623	0726	171373	1 18086	R	SAVVAS LEARNING COMPANY LLC	7028390398	I	Invoice	05/31/2023	1,415.10	0.00	0.00	1,415.10
060623	0726	171374	1 18086	R	SAVVAS LEARNING COMPANY LLC	4026946560	I	Invoice	05/31/2023	172.80	0.00	0.00	172.80
060623	0726	171375	1 10160	R	SCHOLASTIC INC.	M7360536 2	I	Invoice	05/31/2023	1,304.64	0.00	0.00	1,304.64
060623	0726	171376	1 00433		ST CLOUD REFRIGERATION SALES	W86851	I	Invoice	05/31/2023	186.54	0.00	0.00	186.54
060623	0726	171377	1 16780		SCHMIDT, JEREMY	REQ	I	Invoice	05/31/2023	23.96	0.00	0.00	23.96
060623	0726	171378	1 00324	R	SCHOOL HEALTH CORPORATION	4201663-00	I	Invoice	05/31/2023	355.06	0.00	0.00	355.06
060623	0726	171379	1 16611	R	SCHOOL LIFE, INC.	INV-200069680	I	Invoice	05/31/2023	46.95	0.00	0.00	46.95
060623	0726	171380	1 15729		SHRED-IT, C/O STERICYLCLE, INC.	8003972142	I	Invoice	05/31/2023	211.64	0.00	0.00	211.64

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
060623	0726	171381	1	8489	TECH CHECK, LLC	51595	I	Invoice	05/31/2023	70.00	0.00	0.00	70.00
060623	0726	171382	1	8489	TECH CHECK, LLC	51535	I	Invoice	05/31/2023	4,398.84	0.00	0.00	4,398.84
060623	0726	171383	1	8489	TECH CHECK, LLC	51611	I	Invoice	05/31/2023	1,046.09	0.00	0.00	1,046.09
060623	0726	171384	1	00466	JOSTEN'S	1334495	I	Invoice	06/01/2023	1,861.84	0.00	0.00	1,861.84
060623	0726	171385	1	7475	KANABLE, REBEKAH	REQ	I	Invoice	06/01/2023	9.83	0.00	0.00	9.83
060623	0726	171386	1	17345	KRAUS, RICK	REQ	I	Invoice	06/01/2023	24.89	0.00	0.00	24.89
060623	0726	171387	1	13457	RUSSELL SECURITY RESOURCE INC	A45375	I	Invoice	06/01/2023	345.00	0.00	0.00	345.00
060623	0726	171388	1	18155	SCHULTE, KERI	REQ	I	Invoice	06/01/2023	105.00	0.00	0.00	105.00
060623	0726	171389	1	8489	TECH CHECK, LLC	51502	I	Invoice	06/01/2023	7,358.62	0.00	0.00	7,358.62
060623	0726	171390	1	17444	P TERMINIX COMMERCIAL (ST. CLOUD)	217499	I	Invoice	06/01/2023	187.50	0.00	0.00	187.50
060623	0726	171391	1	14177	THE LINE UP	INV126	I	Invoice	06/01/2023	5,770.54	0.00	0.00	5,770.54
060623	0726	171392	1	14177	THE LINE UP	INV58	I	Invoice	06/01/2023	4,116.00	0.00	0.00	4,116.00
060623	0726	171393	1	17735	UNIVERSAL MECHANICAL SERVICE	272	I	Invoice	06/01/2023	1,068.75	0.00	0.00	1,068.75
060623	0726	171394	1	17735	UNIVERSAL MECHANICAL SERVICE	271	I	Invoice	06/01/2023	439.00	0.00	0.00	439.00
060623	0726	171395	1	17735	UNIVERSAL MECHANICAL SERVICE	273	I	Invoice	06/01/2023	3,580.00	0.00	0.00	3,580.00
060623	0726	171396	1	17134	USI INSURANCE SERVICES, LLC	4617321	I	Invoice	06/01/2023	1,326.13	0.00	0.00	1,326.13
060623	0726	171397	1	15606	VIG SOLUTIONS	11783	I	Invoice	06/01/2023	454.00	0.00	0.00	454.00
060623	0726	171398	1	06154	WEST MUSIC	SI2282636	I	Invoice	06/01/2023	13.95	0.00	0.00	13.95
060623	0726	171399	1	16923	R WRUCK EXCAVATING INC.	11665	I	Invoice	06/01/2023	246.00	0.00	0.00	246.00
060623	0726	171400	1	16923	R WRUCK EXCAVATING INC.	10012	I	Invoice	06/01/2023	450.00	0.00	0.00	450.00
060623	0726	171401	1	16923	R WRUCK EXCAVATING INC.	11746	I	Invoice	06/01/2023	500.00	0.00	0.00	500.00
060623	0726	171402	1	7410	BRAUN INTERTEC CORPORATION	B342507	I	Invoice	06/01/2023	1,600.00	0.00	0.00	1,600.00
060623	0726	171403	1	17982	CENTURY CONSTRUCTION COMPANY	2	I	Invoice	06/01/2023	71,250.00	0.00	0.00	71,250.00
060623	0726	171404	1	17991	DAKA CORPORATION	2	I	Invoice	06/01/2023	92,085.87	0.00	0.00	92,085.87
060623	0726	171405	1	17849	EBERT CONSTRUCTION INC.	1	I	Invoice	06/01/2023	118,222.27	0.00	0.00	118,222.27

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance	
060623	0726	171406	1	15482	R	HUBBARD ELECTRIC, INC.	1	I	Invoice	06/01/2023	90,117.47	0.00	0.00	90,117.47
060623	0726	171407	1	13648		MASTERS PLUMBING, HEATING & COOLING, LLC	PAY APP #8	I	Invoice	06/01/2023	96,206.50	0.00	0.00	96,206.50
060623	0726	171408	1	11767	R	MCDOWALL COMPANY	2BEPEEC-01	I	Invoice	06/01/2023	10,742.17	0.00	0.00	10,742.17
060623	0726	171409	1	17986		NORTHERN GLASS & GLAZING, INC.	PAY APP #1	I	Invoice	06/01/2023	69,350.00	0.00	0.00	69,350.00
060623	0726	171410	1	17979		RACHEL CONTRACTING LLC	22077.02	I	Invoice	06/01/2023	304,304.00	0.00	0.00	304,304.00
060623	0726	171411	1	14070	P	SUMMIT COMPANIES - WAITE PARK OFFICE	2219865	I	Invoice	06/01/2023	25,966.82	0.00	0.00	25,966.82
060623	0726	171412	1	14475		W. GOHMAN CONSTRUCTION CO.	4-21500	I	Invoice	06/01/2023	32,342.75	0.00	0.00	32,342.75
060623	0726	171413	1	16923	P	WRUCK EXCAVATING INC.	002	I	Invoice	06/01/2023	134,456.62	0.00	0.00	134,456.62
060623	0726	171414	1	00275		XCEL ENERGY	JOB #13802834	I	Invoice	06/01/2023	1,339.50	0.00	0.00	1,339.50
060623	0726	171415	1	03411	R	CHAMBERLAIN OIL CO., INC.	436156-00	I	Invoice	06/01/2023	1,160.39	0.00	0.00	1,160.39
060623	0726	171416	1	00320		SCHMITT MUSIC CENTERS	5261767	I	Invoice	06/01/2023	2,086.00	0.00	0.00	2,086.00
Batch Total:										\$1,231,832.11	\$0.00	\$0.00	\$1,231,832.11	
C50323	0726	170619	1	6968	R	HILLYARD / HUTCHINSON	605075248	P	Invoice	05/03/2023	1,827.75	1,827.75	0.00	0.00
C50323	0726	170620	1	6968	R	HILLYARD / HUTCHINSON	605095629	P	Invoice	05/03/2023	1,023.36	1,023.36	0.00	0.00
C50323	0726	170621	1	6968	R	HILLYARD / HUTCHINSON	605095630	P	Invoice	05/03/2023	1,313.20	1,313.20	0.00	0.00
Batch Total:										\$4,164.31	\$4,164.31	\$0.00	\$0.00	
G05123	0726	170659	1	14036		EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	4,415.40	4,415.40	0.00	0.00
G05123	0726	170660	1	14036		EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	10,776.86	10,776.86	0.00	0.00
G05123	0726	170661	1	17891		AVIBEN	S2023210	P	Invoice	05/10/2023	3,557.78	3,557.78	0.00	0.00
G05123	0726	170662	1	00619		BECKER EDUCATION ASSOC	S2023210	P	Invoice	05/10/2023	6,894.96	6,894.96	0.00	0.00
G05123	0726	170663	1	14036		EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	1,839.13	1,839.13	0.00	0.00
G05123	0726	170664	1	14036		EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	2,166.89	2,166.89	0.00	0.00
G05123	0726	170665	1	14036		EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	565.50	565.50	0.00	0.00
G05123	0726	170666	1	14036		EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	4,887.14	4,887.14	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
G05123	0726	170667	1	17950	STEWART, ZLIMEN & JUNGERS, LTD	S2023210	P	Invoice	05/09/2023	326.57	326.57	0.00	0.00
G05123	0726	170668	1	14036	EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	356.25	356.25	0.00	0.00
G05123	0726	170669	1	14036	EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	21,001.65	21,001.65	0.00	0.00
G05123	0726	170670	1	14036	EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	1,863.98	1,863.98	0.00	0.00
G05123	0726	170671	1	14036	EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	2,992.22	2,992.22	0.00	0.00
G05123	0726	170672	1	00490	PERA	S2023210	P	Invoice	05/10/2023	42,668.91	42,668.91	0.00	0.00
G05123	0726	170673	1	14036	EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	3,897.02	3,897.02	0.00	0.00
G05123	0726	170674	1	14036	EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	985.62	985.62	0.00	0.00
G05123	0726	170675	1	6868	MN DEPT OF REVENUE	S2023210	P	Invoice	05/10/2023	35,911.93	35,911.93	0.00	0.00
G05123	0726	170676	1	00599	MN TEACHER'S RETIREMENT ASSOC	S2023210	P	Invoice	05/10/2023	109,172.55	109,172.55	0.00	0.00
G05123	0726	170677	1	00594	FEDERAL TAX PAYMENTS	S2023210	P	Invoice	05/10/2023	215,930.14	215,930.14	0.00	0.00
G05123	0726	170678	1	14036	EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	4,667.17	4,667.17	0.00	0.00
G05123	0726	170679	1	14036	EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	3,619.94	3,619.94	0.00	0.00
G05123	0726	170680	1	14036	EBC TSA COMPLIANCE	S2023210	P	Invoice	05/10/2023	146.88	146.88	0.00	0.00
Batch Total:										\$478,644.49	\$478,644.49	\$0.00	\$0.00
G05223	0726	171228	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	4,415.00	4,415.00	0.00	0.00
G05223	0726	171229	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	10,776.02	10,776.02	0.00	0.00
G05223	0726	171230	1	17891	AVIBEN	S2023220	P	Invoice	05/24/2023	3,557.78	3,557.78	0.00	0.00
G05223	0726	171231	1	00619	BECKER EDUCATION ASSOC	S2023220	P	Invoice	05/24/2023	6,937.18	6,937.18	0.00	0.00
G05223	0726	171232	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	1,839.05	1,839.05	0.00	0.00
G05223	0726	171233	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	2,166.65	2,166.65	0.00	0.00
G05223	0726	171234	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	565.50	565.50	0.00	0.00
G05223	0726	171235	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	4,886.90	4,886.90	0.00	0.00
G05223	0726	171236	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	356.25	356.25	0.00	0.00
G05223	0726	171237	1	14225	HORACE MANN LIFE INS. CO.	S2023220	P	Invoice	05/24/2023	467.95	467.95	0.00	0.00
G05223	0726	171238	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	20,998.46	20,998.46	0.00	0.00
G05223	0726	171239	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	1,770.07	1,770.07	0.00	0.00
G05223	0726	171240	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	2,992.06	2,992.06	0.00	0.00
G05223	0726	171241	1	00490	PERA	S2023220	P	Invoice	05/24/2023	44,137.78	44,137.78	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
G05223	0726	171242	1	7139	NCPERS GROUP LIFE INS	S2023220	P	Invoice	05/24/2023	192.00	192.00	0.00	0.00
G05223	0726	171243	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	3,897.02	3,897.02	0.00	0.00
G05223	0726	171244	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	985.62	985.62	0.00	0.00
G05223	0726	171245	1	01084	SEIU LOCAL #284	S2023220	P	Invoice	05/24/2023	7,314.81	7,314.81	0.00	0.00
G05223	0726	171246	1	6868	MN DEPT OF REVENUE	S2023220	P	Invoice	05/24/2023	40,053.53	40,053.53	0.00	0.00
G05223	0726	171247	1	00599	MN TEACHER'S RETIREMENT ASSOC	S2023220	P	Invoice	05/24/2023	124,723.37	124,723.37	0.00	0.00
G05223	0726	171248	1	00594	FEDERAL TAX PAYMENTS	S2023220	P	Invoice	05/24/2023	241,438.54	241,438.54	0.00	0.00
G05223	0726	171249	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	4,667.01	4,667.01	0.00	0.00
G05223	0726	171250	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	3,619.40	3,619.40	0.00	0.00
G05223	0726	171251	1	14036	EBC TSA COMPLIANCE	S2023220	P	Invoice	05/25/2023	146.80	146.80	0.00	0.00
Batch Total:										\$532,904.75	\$532,904.75	\$0.00	\$0.00
G5BE23	0726	171265	1	00490	PERA	Z2023220	V	Credit	05/24/2023	0.00	0.00	0.00	0.00
G5BE23	0726	171266	1	01084	SEIU LOCAL #284	Z2023220	V	Credit	05/24/2023	0.00	0.00	0.00	0.00
G5BE23	0726	171267	1	00594	FEDERAL TAX PAYMENTS	Z2023220	V	Credit	05/24/2023	0.00	0.00	0.00	0.00
Batch Total:										\$0.00	\$0.00	\$0.00	\$0.00
G5HPsu	0726	171287	1	00594	FEDERAL TAX PAYMENTS	S202322S10	P	Invoice	05/26/2023	117.36	117.36	0.00	0.00
Batch Total:										\$117.36	\$117.36	\$0.00	\$0.00
PAPR23	0726	170985	1	16337	APEX EMBROIDERY DESIGN, INC.	S256886	V	Invoice	05/16/2023	0.00	0.00	0.00	0.00
PAPR23	0726	171285	1	16905	DOLLAR GENERAL STORE	REQ	V	Invoice	05/25/2023	0.00	0.00	0.00	0.00
PAPR23	0726	171286	1	7843	MONTICELLO HIGH SCHOOL	REQ	V	Invoice	05/25/2023	0.00	0.00	0.00	0.00
Batch Total:										\$0.00	\$0.00	\$0.00	\$0.00
PMAR23	0726	170650	1	16651	CANVA	03719-20721716	P	Invoice	04/30/2023	95.00	95.00	0.00	0.00
PMAR23	0726	170651	1	8271	CUB FOODS	REQ	P	Invoice	04/30/2023	29.97	29.97	0.00	0.00
PMAR23	0726	170652	1	14425	PIZZA DEPOT	REQ	P	Invoice	04/30/2023	473.73	473.73	0.00	0.00
PMAR23	0726	170653	1	16905	DOLLAR GENERAL STORE	REQ	P	Invoice	04/30/2023	70.76	70.76	0.00	0.00
PMAR23	0726	170654	1	05636	COBORNS	REQ	P	Invoice	04/30/2023	51.96	51.96	0.00	0.00
PMAR23	0726	170655	1	18117	REPLACEMENTINKPAD	644202	P	Invoice	04/30/2023	33.96	33.96	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
PMAR23	0726	170656	1 17705		ACDA MN - AMERICAN CHORAL DIR. ASSOC. OF MN	8LJ19087SG606212W	P	Invoice	04/30/2023	134.21	134.21	0.00	0.00
PMAR23	0726	170657	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	95.43	95.43	0.00	0.00
PMAR23	0726	170658	1 18118		BREATHE FOR CHANGE	5278	P	Invoice	04/30/2023	199.00	199.00	0.00	0.00
PMAR23	0726	170833	1 11809		TARGET	REQ	P	Invoice	04/30/2023	128.83	128.83	0.00	0.00
PMAR23	0726	170834	1 13431		PARTY CITY	REQ	P	Invoice	04/30/2023	66.42	66.42	0.00	0.00
PMAR23	0726	170835	1 10897		SAM'S CLUB	REQ	P	Invoice	04/30/2023	13.98	13.98	0.00	0.00
PMAR23	0726	170836	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	7.99	7.99	0.00	0.00
PMAR23	0726	170837	1 06765		MASBO	4870631	P	Invoice	04/30/2023	290.00	290.00	0.00	0.00
PMAR23	0726	170838	1 06703		WALMART	REQ	P	Invoice	04/30/2023	210.54	210.54	0.00	0.00
PMAR23	0726	170839	1 17809		BILL'S FAMILY FOODS	REQ	P	Invoice	04/30/2023	72.21	72.21	0.00	0.00
PMAR23	0726	170840	1 16794		IMPRESSIONS MOBILE MUSIC	REQ	P	Invoice	04/30/2023	283.80	283.80	0.00	0.00
PMAR23	0726	170841	1 17514		HUTCHINSON PRCE	50774076	P	Invoice	04/30/2023	750.00	750.00	0.00	0.00
PMAR23	0726	170842	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	11.33	11.33	0.00	0.00
PMAR23	0726	170843	1 03279	R	PEBBLE CREEK GOLF CLUB	REQ	P	Invoice	04/30/2023	55.00	55.00	0.00	0.00
PMAR23	0726	170844	1 11809		TARGET	REQ	P	Invoice	04/30/2023	45.00	45.00	0.00	0.00
PMAR23	0726	170845	1 16331		CHARLIES SPORTS BAR	REQ	P	Invoice	04/30/2023	45.00	45.00	0.00	0.00
PMAR23	0726	170846	1 16461		LOS ORTIZES	REQ	P	Invoice	04/30/2023	55.00	55.00	0.00	0.00
PMAR23	0726	170847	1 11398		SUBWAY	REQ	P	Invoice	04/30/2023	30.00	30.00	0.00	0.00
PMAR23	0726	170848	1 14425		PIZZA DEPOT	REQ	P	Invoice	04/30/2023	30.00	30.00	0.00	0.00
PMAR23	0726	170849	1 14923	R	HORIZON CPO SEMINARS	INV33726	P	Invoice	04/30/2023	385.00	385.00	0.00	0.00
PMAR23	0726	170850	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	498.87	498.87	0.00	0.00
PMAR23	0726	170851	1 13524		HOME DEPOT	REQ	P	Invoice	04/30/2023	239.40	239.40	0.00	0.00
PMAR23	0726	170853	1 06703		WALMART	REQ	P	Invoice	04/30/2023	37.82	37.82	0.00	0.00
PMAR23	0726	170854	1 11809		TARGET	REQ	P	Invoice	04/30/2023	25.74	25.74	0.00	0.00
PMAR23	0726	170855	1 9829		JO-ANN FABRICS AND CRAFTS	REQ	P	Invoice	04/30/2023	56.88	56.88	0.00	0.00
PMAR23	0726	170856	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	22.48	22.48	0.00	0.00
PMAR23	0726	170857	1 17809		BILL'S FAMILY FOODS	REQ	P	Invoice	04/30/2023	434.57	434.57	0.00	0.00
PMAR23	0726	170858	1 18125		BOILED SWEETS LLC	JR000466	P	Invoice	04/30/2023	865.00	865.00	0.00	0.00

## Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
PMAR23	0726	170859	1 15300		STAGE LIGHTING STORE, LLC	229-714447	P	Invoice	04/30/2023	154.15	154.15	0.00	0.00
PMAR23	0726	170860	1 17920		ADOBE, INC	2378413435	P	Invoice	04/30/2023	21.46	21.46	0.00	0.00
PMAR23	0726	170861	1 17117		ZOOM VIDEO COMMUNICATIONS INC.	57126019	P	Invoice	04/30/2023	60.12	60.12	0.00	0.00
PMAR23	0726	170862	1 15328		TRAVEL	REQ	P	Invoice	04/30/2023	1,202.09	1,202.09	0.00	0.00
PMAR23	0726	170863	1 15328		TRAVEL	REQ	P	Invoice	04/30/2023	1,082.31	1,082.31	0.00	0.00
PMAR23	0726	170864	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	43.05	43.05	0.00	0.00
PMAR23	0726	170865	1 18126		BEYOND LABZ LLC	REQ	P	Invoice	04/30/2023	39.95	39.95	0.00	0.00
PMAR23	0726	170866	1 01507		EDUCATION WEEK	REQ	P	Invoice	04/30/2023	9.95	9.95	0.00	0.00
PMAR23	0726	170867	1 18127		WIPEBOOK.COM	2832201	P	Invoice	04/30/2023	68.98	68.98	0.00	0.00
PMAR23	0726	170868	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	80.85	80.85	0.00	0.00
PMAR23	0726	170869	1 04035		APPLE INC.	REQ	P	Invoice	04/30/2023	8.98	8.98	0.00	0.00
PMAR23	0726	170870	1 13740		PCARD PURCHASE (need to use for credit)	REQ	P	Invoice	04/30/2023	69.00	69.00	0.00	0.00
PMAR23	0726	170871	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	65.48	65.48	0.00	0.00
PMAR23	0726	170872	1 14387		CALENDARSTHATWORIREQ		P	Invoice	04/30/2023	18.00	18.00	0.00	0.00
PMAR23	0726	170873	1 05784		THE LIBRARY STORE, INC.	6048502	P	Invoice	04/30/2023	119.29	119.29	0.00	0.00
PMAR23	0726	170874	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	756.44	756.44	0.00	0.00
PMAR23	0726	170875	1 17773		GIMKIT	37F9AF12-0002	P	Invoice	04/30/2023	59.88	59.88	0.00	0.00
PMAR23	0726	170876	1 16665		SCIENTIFIC AMERICAN	REQ	P	Invoice	04/30/2023	44.99	44.99	0.00	0.00
PMAR23	0726	170877	1 01769		BECKER TRUE VALUE HDWE	B210584	P	Invoice	04/30/2023	29.97	29.97	0.00	0.00
PMAR23	0726	170878	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	398.27	398.27	0.00	0.00
PMAR23	0726	170879	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	2,195.12	2,195.12	0.00	0.00
PMAR23	0726	170880	1 8553		MENARD'S	REQ	P	Invoice	04/30/2023	361.16	361.16	0.00	0.00
PMAR23	0726	170881	1 18049		HOMERUN LEADERSHIP, LLC	1048	P	Invoice	04/30/2023	664.19	664.19	0.00	0.00
PMAR23	0726	170882	1 17921		STORAGE RENTALS OF AMERICA	8290657	P	Invoice	04/30/2023	138.00	138.00	0.00	0.00
PMAR23	0726	170883	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	779.00	779.00	0.00	0.00
PMAR23	0726	170884	1 12497 R		NATIONAL ART ED. ASSOCIATION	1127070	P	Invoice	04/30/2023	150.00	150.00	0.00	0.00
PMAR23	0726	170885	1 13524		HOME DEPOT	REQ	P	Invoice	04/30/2023	1,075.00	1,075.00	0.00	0.00
PMAR23	0726	170886	1 17819		EASTWOOD	REQ	P	Invoice	04/30/2023	2,162.38	2,162.38	0.00	0.00

## Becker Schools ISD # 726

### Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
PMAR23	0726	170887	1 10897		SAM'S CLUB	REQ	P	Invoice	04/30/2023	56.99	56.99	0.00	0.00
PMAR23	0726	170888	1 17671		JDS INDUSTRIES	10654126	P	Invoice	04/30/2023	201.50	201.50	0.00	0.00
PMAR23	0726	170889	1 18129		ATLANTICCOASTSPOR	REQ	P	Invoice	04/30/2023	692.25	692.25	0.00	0.00
PMAR23	0726	170890	1 15328		TRAVEL	REQ	P	Invoice	04/30/2023	4,953.75	4,953.75	0.00	0.00
PMAR23	0726	170891	1 15328		TRAVEL	REQ	P	Invoice	04/30/2023	2,857.40	2,857.40	0.00	0.00
PMAR23	0726	170892	1 17809		BILL'S FAMILY FOODS	REQ	P	Invoice	04/30/2023	30.81	30.81	0.00	0.00
PMAR23	0726	170893	1 15328		TRAVEL	REQ	P	Invoice	04/30/2023	52.96	52.96	0.00	0.00
PMAR23	0726	171159	1 06679		AMAZON	REQ	P	Invoice	04/30/2023	290.79	290.79	0.00	0.00
PMAR23	0726	171160	1 14336		ANDYMARK, INC.	EPR5EUM	P	Invoice	04/30/2023	145.00	145.00	0.00	0.00
PMAR23	0726	171161	1 16422		AUTOMATION DIRECT	14769140	P	Invoice	04/30/2023	74.09	74.09	0.00	0.00
PMAR23	0726	171162	1 16637		BANEBOTS LLC	93188	P	Invoice	04/30/2023	137.15	137.15	0.00	0.00
PMAR23	0726	171163	1 01769		BECKER TRUE VALUE HDWE	A234051	P	Invoice	04/30/2023	25.76	25.76	0.00	0.00
PMAR23	0726	171164	1 15328		TRAVEL	REQ	P	Invoice	04/30/2023	8,763.07	8,763.07	0.00	0.00
PMAR23	0726	171165	1 17326		RUNNINGS	REQ	P	Invoice	04/30/2023	130.12	130.12	0.00	0.00
PMAR23	0726	171166	1 15754		FIRST	REQ	P	Invoice	04/30/2023	5,000.00	5,000.00	0.00	0.00
PMAR23	0726	171167	1 12249		GOOGLE	4696250404	P	Invoice	04/30/2023	12.00	12.00	0.00	0.00
PMAR23	0726	171168	1 12565		HENRY EMBROIDERY & SCREEN PRINTING	1070/1126	P	Invoice	04/30/2023	415.00	415.00	0.00	0.00
PMAR23	0726	171169	1 14359		MCMaster-CARR SUPPLY COMPANY	REQ	P	Invoice	04/30/2023	87.12	87.12	0.00	0.00
PMAR23	0726	171170	1 8553		MENARD'S	REQ	P	Invoice	04/30/2023	412.10	412.10	0.00	0.00
PMAR23	0726	171171	1 06459		OFFICE DEPOT	REQ	P	Invoice	04/30/2023	191.41	191.41	0.00	0.00
PMAR23	0726	171172	1 15997		REV ROBOTICS LLC	REQ	P	Invoice	04/30/2023	650.58	650.58	0.00	0.00
PMAR23	0726	171173	1 17397		SWERVE DRIVE SPECIALTIES	REQ	P	Invoice	04/30/2023	331.64	331.64	0.00	0.00
PMAR23	0726	171174	1 16909		SWYFT ROBOTICS	REQ	P	Invoice	04/30/2023	57.59	57.59	0.00	0.00
PMAR23	0726	171175	1 9215	R	HOME DEPOT - STORE #2840	REQ	P	Invoice	04/30/2023	392.97	392.97	0.00	0.00
PMAR23	0726	171176	1 17026		V-BELT GUYS	325770	P	Invoice	04/30/2023	24.93	24.93	0.00	0.00
PMAR23	0726	171177	1 14444		VEX ROBOTICS, INC.	REQ	P	Invoice	04/30/2023	248.54	248.54	0.00	0.00
PMAR23	0726	171178	1 06703		WALMART	REQ	P	Invoice	04/30/2023	13.20	13.20	0.00	0.00

## Becker Schools ISD # 726

### Voucher Listing by Batch and Voucher Number

Batch	Co	Voucher	Grp Code	Rcd	Vendor	Invoice #	St	Type	Invoice Date	Invoice Amount	Paid Amount	Discount	Balance
PMAR23	0726	171179	1	14979	WEST COAST PRODUCTS	REQ	P	Invoice	04/30/2023	109.42	109.42	0.00	0.00
Batch Total:										\$44,061.08	\$44,061.08	\$0.00	\$0.00
Report Total:										\$6,418,888.77	\$5,187,056.66	\$0.00	\$1,231,832.11

Name	Status	Job Title	Location	Hrs Per Day/FTE	Group	Replacing	Effective	Wage
Benda, Jill	Change in Assignment	5th Grade Teacher (was 2nd Grade)	IS	1 FTE	BEA	A. Beedy	8/28/23	Use Current
Bjornstad, Derek	Extracurricular Assignment	P.M. Summer Weightroom Supervisor	HS	1.5 Hours Per Day	BEA - Schedule C	N. Radunz	6/1/23 - 8/4/23	\$625.00
Blad, Stacy	Additional Assignment	Custodian	Bus Garage	1 Hour per Day	n/a	n/a	5/22/23	\$16.00 Per Hour
Camacho, Esperanza	Resignation	District Custodian	PS/IS	8 Hours Per Day	MultiUnit	n/a	4/28/23	n/a
Christopherson, Jon	New	AM/PM Bus Driver	Bus Garage	3.5 Hours Per Day	Transportation	J. Pishney	5/18/23	\$38.81 Per Route
Czarnetski, Kay	Resignation	Food Service Worker	IS	2.5 Hours Per Day	NonUnion	n/a	6/2/23	n/a
Dahlen, Janice	New	Health Assistant	HS	7 Hours Per Day	MultiUnit	M. Vekved	05/15/23	Step 4: \$19.56 Per Hour
Dawson, Courtney	Resignation	4th Grade Teacher	IS	1 FTE	BEA	n/a	6/5/23	n/a
Dehmer, Anika	Resignation	Camp Opportunity Assistant	Camp Opportunity	8 Hours Per Day	Community Education	n/a	12/29/22	n/a
DeWall, Caden	Extracurricular Assignment	A.M. Summer Weightroom Supervisor	HS	1.5 Hours Per Day	BEA - Schedule C	M. Enerson	6/1/23 - 8/4/23	\$625
Dumonceaux, Melissa	Change in Assignment	Kindergarten Teacher (was Early Childhood Teacher)	PS	1 FTE	BEA	n/a	8/28/23	BA Lane, Step 11: \$57,550 Annually
Fossan, Shannon	Resignation	Delivery/Groundkeeper	District-Wide	8 Hours Per Day	MultiUnit	n/a	6/30/23	n/a
Hanson, Logan	Re-Hire	EBD Teacher	IS	1 FTE	BEA	L. Hanson	8/28/23	Use Current
Hogenson, Cynthia	Resignation	Music Teacher	PS/IS	1 FTE	BEA	n/a	End of 22-23 School Year	n/a
House, Kelsey	New	Camp Opportunity Assistant	Camp Opportunity	40 Hours Per Week	Community Education	n/a	6/1/23	\$14.41 Per Hour
Kaiawe, Treyson	Resignation	District Custodian	PS/IS	8 Hours Per Day	MultiUnit	n/a	6/14/23	n/a
Kaiewe, Treyson	Re-Hire	Custodian	PS/IS	8 Hours Per Day	MultiUnit	T. Kaiewe	7/5/23	Use Current

Name	Status	Job Title	Location	Hrs Per Day/FTE	Group	Replacing	Effective	Wage
Knick, Traci	Resignation	Camp Opportunity Lead	Camp Opportunity	6 Hours Per Week	Community Education	n/a	6/16/23	n/a
Kolbinger, Mark	Resignation	English Language Arts Teacher	MS	1 FTE	BEA	n/a	6/30/23	n/a
Kolbinger, Mark	Change in Assignment	Counselor (was English Teacher)	HS/MS	1 FTE	BEA	n/a	8/28/23	Use Current
Krogstad, Emily	New	Choir Director	MS	1 FTE	BEA	M. Kiminski	5/11/23	BA Lane, Step 3: \$45,555 Annually
Kuseske, Michelle	Extracurricular Assignment	Yearbook Advisor	HS	Annual	BEA - Schedule C	P. Shreeve	8/21/23	\$5,039 Annually
Lalli, Jacie	Resignation	4th Grade Teacher	IS	1 FTE	BEA	n/a	06/05/23	n/a
Lucken, Jennifer	New	Instructional Coach	PS	1 FTE	BEA	n/a	07/01/23	MA45 Lane, Step 13: \$76,122 Annually
Nuest, Cory	Extracurricular Assignment	Head Boys Basketball Coach	HS	Seasonal	BEA - Schedule C	J. Ihrke	6/1/23	\$5,408 Per Season
Pappenfuss, Brandon	New	Assistant Principal	PS/IS	1 FTE	Administrators	S. Edwards	7/1/23	\$115,044 Annually
Payne, Ryan	New	Grade 6 Science Teacher	MS	1 FTE	BEA	n/a	8/28/23	MA Lane, Step 13: \$69,661 Annually
Speer, Rick	Resignation	Paraprofessional	IS	3.5 Hours Per Day	MultiUnit	n/a	6/5/23	n/a
Stafford, Kayla	Resignation	2nd Grade Teacher	PS/IS	1 FTE	BEA	n/a	End of 22-23 School Year	n/a



**2023-2024 RESOLUTION FOR MEMBERSHIP  
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE  
Membership Renewal Form**

**This form must be completed once for each school in the district.**

**Must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2023. Retain one copy for the school files.**

**RESOLVED**, that the Governing Board or Entity of \_\_\_\_\_ (Name of School) located in the State of Minnesota delegates the control, supervision and regulation of interscholastic activities and athletics (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

**FURTHER RESOLVED**, that the school listed is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and. Participate in the approved interscholastic activities and athletics sponsored by said League and its various subdivisions.

**FURTHER RESOLVED**, that this Governing Board or Entity hereby adopts the Constitution, Bylaws, Policies, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and athletics. Further, the administration and responsibility for determining student eligibility and for the supervision of such activities and athletics are assigned to the official representatives identified by this Governing Board or Entity.

***Signing this Resolution for Membership affirms that this Governing Board has reviewed all required membership materials provided by the League which defines the purpose and value of education-based activity and athletic and programs and defines each member school's responsibilities.***

*Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Student Code of Responsibilities (Bylaw 206.2) violations for students participating in activity and athletic programs by member schools.*

The above Resolution was adopted by the Governing Board or Entity of this school or district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

**The following is taken from the MSHSL Constitution:**

**208.00 LOCAL CONTROL**

**208.01 Designated School Representatives**

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

**One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.**

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

**208.02 Designated Activity Representatives**

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

**208.03 Local Advisory Committee**

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

\_\_\_\_\_  
Name of School (Please Print)

**208.01 VOTE ON BEHALF OF THE HIGH SCHOOL**

\_\_\_\_\_  
(Designated School Board Member – please print)

\_\_\_\_\_  
(Designated School Representative – please print)

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Email Address

**208.02 ACTIVITY REPRESENTATIVES**

\_\_\_\_\_  
(Boys Sports – please print)

\_\_\_\_\_  
(Girls Sports – please print)

\_\_\_\_\_  
(Speech – please print)

\_\_\_\_\_  
(Music – please print)

**208.03 LOCAL ADVISORY COMMITTEE MEMBERS**

\_\_\_\_\_  
(Board Member—please print)

\_\_\_\_\_  
(Student—please print)

\_\_\_\_\_  
(Parent—please print)

\_\_\_\_\_  
(Faculty Member—please print)

\_\_\_\_\_  
(Mailing Representative—please print)

The Mailing Representative is the person to whom mailings go. This is usually the Activity Director.

Print Name: \_\_\_\_\_  
(Clerk/Secretary - Local Governing Board)

Print Name: \_\_\_\_\_  
(Superintendent or Head of School)

Signed: \_\_\_\_\_  
(Clerk/Secretary - Local Governing Board)

Signed: \_\_\_\_\_  
(Superintendent or Head of School)

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

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



**Becker Public Schools**

**Communication Plan &  
Branding Guidelines**



## Introduction

In order to build and maintain trust among key stakeholders, Becker Public Schools will be honest and transparent in all forms of communication with the public to the extent permitted by data privacy laws and other legal obligations.

## District Mission

The mission of Becker Public Schools is developing self-directed learners to thrive in a changing global community.

## Key Components of the Plan

- To ensure compliance with data privacy laws and other legal considerations, employees may not make statements to the media, individuals, or entities outside the District relating to student or personnel matters if those statements would result in the release of private data about students, employees, or other individuals. Staff are expected to be mindful of their roles and status as School District employees and should avoid communications that will foreseeably have a disruptive effect on the efficiency of the School District operations. Media inquiries regarding such matters must be directed to Directors and Building Administration. Employees also must not purport to speak on behalf of the School District without express approval. The Director of Community Education and Superintendent will oversee district-level communication and may also be used as a resource on specific inquiries.
- Official communications on behalf of Becker Public Schools must be tied to the goals, objectives, and emphasis of the school district mission statement.
- Key messaging should position Becker Public Schools as a collaborative, “community centered” school district that is committed to providing an exceptional education for all students.
- Improving the use of communication technology must be a priority if Becker Public Schools is to maintain a strong public image.
- While technology has and will continue to expand Becker Public Schools’ reach, it will be supplemented with valuable face-to-face interactions.
- Internal communication should strive to be constructive and collaborative whenever possible.
- School building communication should be a major component of the communication effort.
- Effective stakeholder engagement requires interpersonal connections.
- Becoming a listening organization requires a commitment at all levels.



Nothing in this plan shall be interpreted or applied to prevent or dissuade any employee from exercising legally protected (or required) speech. This includes but is not limited to speech protected pursuant to the Public Employment Labor Relations Act (“PELRA”); the Minnesota Human Rights Act; the Maltreatment of Minors Act; the Safe and Supportive Schools Act; the Minnesota Whistleblower Act; the Occupational Health and Safety Act (“OSHA”); the terms of applicable collective bargaining agreements; and any other state, local, or federal law or District policy that permits or requires internal or external reporting. Retaliation for exercising any protected activity is strictly prohibited.

Additionally, nothing in this plan shall be interpreted or applied to inhibit any employee’s right to speech as a private citizen on matters of public concern, except to the extent any such speech rights are outweighed by the School District’s interest in promoting the efficiency of the public services it performs through its employees.

## Target Audiences

In order to maintain a comprehensive communications plan, target audiences need to be identified. Communication is a reciprocal process and thrives on continual feedback through a two-way process. Every opportunity will be made to make communication reciprocal and engaging. It is important to view these groups as both audiences and communicators.

### Internal Audiences

- Students
- District Employees
- School Board
- Volunteers

### External Audiences

- Parents
- District Taxpayers
- Business Leaders
- Media Outlets (local newspaper)
- Legislative Leaders
- Ministerial Leaders
- PTSA
- Law Enforcement/Fire Department/First Responders
- Regional Media
- Prospective Employees
- Prospective students/parents
- Alumni
- Retirees and former employees



**Through implementation of this plan, the following behaviors and attitudes are the focus:**

**Internal Audiences:**

- Take pride and ownership of the district
- Stay informed on key issues related to the school community

**External Audiences:**

- Feel engaged and involved in their district
- Exhibit community pride and trust in the district
- Support Becker Public School District through active engagement
- Feel community feedback is heard, wanted and used
- View the district as fiscally responsible

## **Communications Goals**

- To communicate more effectively, Becker Public Schools will work with Internal and External Audiences to move messaging forward
- Provide proactive information with consistent messaging
- Utilize various media outlets to ensure the district mission, goals, achievements are accurately told
- Establish in conjunction with the Human Resources Department, effective employee communication to improve internal communication and employee engagement
- Develop district-wide communications procedures and processes to ensure timely and accurate communication
- Provide training to district leaders in marketing, public and media relations, customer service and the communication skills



## Media Relations Plan

Daily	Weekly	Monthly
<p>Update social media sites regarding current district happenings</p> <p>Ensure website is current, up-to-date, and functional</p>	<p>Principals and Department Directors updates to internal and external audiences</p>	<p>Food Service menus posted to the website and local newspaper</p> <p>Represent district at Chamber of Commerce; and local civic groups</p> <p>Publicly thank sponsors, donors, grants via news release and social media</p> <p>Communicate School Board updates to staff</p>

Trimester	Annually	As Needed
<p>Honor Rolls</p> <p>Recognize and thank volunteers</p> <p>Recognize extracurricular individuals, teams, and clubs</p>	<p>Graduates</p> <p>Class Statistics</p> <p>Parent reminder for contact information</p> <p>Complete review and revision of website</p> <p>Announce new staff members via press release, back-to-school newsletter</p> <p>Conduct a survey including questions regarding the district's communications practices</p> <p>Announce retirees via press release - with written consent</p> <p>Review and revise communications-related policies and procedures</p> <p>Announce TOY and other annual awards</p>	<p>Respond to requests for information or community activities relevant to the school</p> <p>Announce student and staff awards and honors</p> <p>Announce grants</p> <p>Attend job fairs and community events to recruit for best potential employees</p> <p>Attend public meetings to discuss topics of importance to the community</p> <p>Provide training to staff on communications/public relations</p> <p>Voter referendums or other public and district taxpayer information</p>



## Evaluation and Measurement

The following resources may be utilized to evaluate and measure the effectiveness of this communication plan. This plan will continually be evaluated and updated as needed.

- Media Survey (direct mail, newsletter, newspaper)
- Employee Survey
- Social Media Data
- Community Feedback
- Website Data

## Public/Private Education Data

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records; Under FERPA, as well as the Minnesota Government Data Practices Act (“MGDPA”), written parental permission is required before releasing any personally identifiable information regarding a student, unless the school has designated the data as directory information or valid exception applies. A parent may elect to opt-out of release of directory information by completing and submitting the Directory Information Opt-Out Form.

See School District Policy 515 for more information regarding the proper handling of student data.

## Voice and Tone

Being consistent with elements of our brand, including voice and tone, builds brand awareness and stronger relationships with our stakeholders - making them feel engaged with, and informed about our schools.

### **Guidelines:**

#### **Be conversational and informal**

- Try to write in first person (you, we, us)
- Avoid acronyms unknown to the general public
- Use action verbs to avoid past tense

#### **Be informative and trustworthy**

- Avoid opinion-based information
- Cite where you are receiving information from
- Provide thorough information with fact



### **Be professional and friendly**

- Don't use inappropriate language
- Always use spell check and re-read content
- Let your positive, upbeat attitude shine through
- Don't speak in an "Institutional" voice

### **Be quick and to-the-point**

- Use bullets points and small blocks of content
- Eliminate words that don't add value or understanding
- Use charts when appropriate to convey meaning

## **District Name**

In order for stakeholders to easily identify our school district, a common and consistent name needs to be used. For this reason, Becker Public Schools, has been chosen as the official name for our district that should be used on all internal and external communication and marketing pieces. The exception to this would be legal documents requiring a specific naming convention or documents requiring the use of our district number.

### **Acceptable Name:**

Becker Public Schools

### **Not Acceptable Names:**

Becker Public School District

Becker Schools #726

School District #726



## Email Signatures

All outgoing emails must include a signature. An example of a signature block you may use is shown below. Quotes, slogans, graphics or stationary templates should not appear as part of employees' signatures. If sending email from a smartphone or tablet this signature block does not need to be used; however, it should be replaced by "sent from my iPhone" as an example.

Name | Job Title (include grade or subject area for teachers)  
Becker Public Schools | Building or Program Name  
Street Address | Becker, MN 55308  
Office #: 763-261-#### | Fax #: 763-261-#### | Cell #:(If you have a district cell phone)  
[www.becker.k12.mn.us](http://www.becker.k12.mn.us)

***The mission of Becker Public Schools is to develop self-directed learners to thrive in a changing global community.***

## References

National School Public Relations Association  
<http://www.nspra.org>



# Branding Guidelines

## Logo Usage, Signature Color Palette, Font

The Becker Public Schools logo includes the Bulldog with lower teeth showing and the Becker Public School with dog in circle and lines trailing behind the script word 'Dogs'. These logos should be used and appear prominently on all district publications.

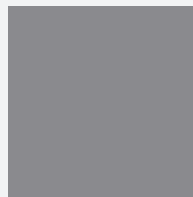
### Colors



295c  
CMYK - 100, 89,  
36, 34  
RGB - 2, 41, 87  
Hex - #022957



7688c  
CMYK - 71, 28,  
5, 0  
RGB - 67, 151, 202  
Hex - #4397CA



Cool Gray 8c  
CMYK - 49, 40,  
38, 3  
RGB - 137, 138, 142  
Hex - #898A8E



301c  
CMYK - 100, 79,  
19, 5  
RGB - 7, 74, 135  
Hex - #074A87

### Fonts

Times New Roman

0 1 2 3 4 5 6 7 8 9    A B C D E F G H I J K L M N O P Q R S T U V W X Y Z    a b c d e f g h i j k l m n o p q r s t u v w x y z

Avenir

0 1 2 3 4 5 6 7 8 9    A B C D E F G H I J K L M N O P Q R S T U V W X Y Z    a b c d e f g h i j k l m n o p q r s t u v w x y z

Sans Serif

0 1 2 3 4 5 6 7 8 9    A B C D E F G H I J K L M N O P Q R S T U V W X Y Z    a b c d e f g h i j k l m n o p q r s t u v w x y z

### Font Families

Each font that is part of the branding guidelines has multiple font families that may be used, including Book, Roman, Bold, and Italic. These fonts may need to be installed on your computer.



## Becker Public Schools Logo



*Rage*

0123456789

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

**GOOD TIMES**

0123456789

ABCDEFGHIJKLMNOPQRSTUVWXYZ

## Becker Public Schools Bulldog Logo



## Becker Public Schools Dogs Logo



*Brush Script MT*

0123456789

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

## Becker Public Schools Paw Logo



*\*Note: Fonts used on this page are a part of the official logos and may be used for marketing or promotional purposes. Colored boxes are being used to show the logo colors appropriately, they are not part of the logo itself.*

### Inappropriate Logo Use

Do not Skew or Stretch Logos



DONOR	PROGRAM	GIFT DESCRIPTION	
Becker Lions Club	Robotics	\$3,000.00	#4693
BECKER PTSA	Art Show	\$250.00	#2360
BYSA Basketball	Girls Basketball	\$5,345.00	#4011
Clear Lake Lions	Baseball	\$1,000.00	#14873
Clear Lake Lions	IS-calming Boxes	\$800.00	#14872
Edward Jones	Robotics	\$500.00	#7842577
Evelyn & Thomas Clements	Robotics	\$50.00	#106
Logan & James Steffen	Robotics	\$250.00	#2009
Mark & Tonja Hanson	GSA	\$40.00	#3571
MW Holdings LLC	Robotics	\$500.00	#1408
Northern Metal Recycling	Robotics	\$500.00	#552729
Renew Solar CS4 Fund LLC	Robotics	\$5,000.00	#1000142
Santiago Lions Club	Baseball	\$500.00	#3690
Tom & Patricia Lietha	Robotics	\$2,500.00	#14022
Yolanda Denson-Byers	GSA	\$25.00	#10695



## Becker PD SRO Information

- Priority and goal is to ensure the safety and security of the students, staff, visitors, and school district property.
- 1 experienced officer selected by process – to include BPD and School Leadership staff, decision by BPD on person selected.
- Supervised by Lt and Chief of Police. Chief of Police is former SRO and Supervisor of SRO program in St. Cloud. Chief is member of National Association of School Resource Officers.
- SRO to attend Basic SRO school as soon as available (currently one available in August 2023). Advanced school in the future. Lt to possibly attend also.
- SRO also to attend ALICE Training as soon as available. Future goal is to have ALL BPD officers trained.
- Become a member and attend the MN Juvenile Officers yearly conference.
- Uniform: TBD or agreed upon. Likely polo shirt and cargo pants. Gun, taser, radio, badge, cuffs, BWC.
- Squad car will be checked out by officer daily – prefer unmarked car.
- Shift: M-F 7:30am-3:30pm. Can be present for staff development days. If SRO is unavailable, a replacement officer or supervisor will cover. Of note: BPD has an officer on duty during the day, along with, the Chief and Lt. This means 3 additional officers are typically available if needed.
- Duties during school day: TBD. Likely based on call activity and needs of each individual school. Will be visible during times where greatest student contact happens, i.e. passing time between classes, lunch time, etc. Will visit each school during the week or as requested. They should not be sitting in an office much, but rather moving around and communicating with students, staff and parents.
- Special events/sports: TBD. Could shift SRO time, current officers on duty, use of available Reserve Officers.
- Office: BPD to supply lap top computer, Rifle/Safe, bunker, file cabinet, cell phone. School to provide office space, desk, office phone.
- Will work with school administration on Emergency Management Response plan and schedule trainings for staff on Active Shooter response, etc. 2 BPD officers currently trained as instructors in ALICE. SRO will be trained in ALICE program.
- Will work with school administration on issues as they arise and work collaboratively toward a resolution in the best interest of the schools and student.

- Response time subject to notification of SRO through administration or dispatch, and/or officers available outside and on duty.
- The other officers, as mentioned above, may do walk throughs, lunch periods, parking lots as time and availability allow. Visibility around the schools during the school day will be a priority. Marked squad cars will be visible more often on school property if agreed upon.
- SRO will participate in school safety meetings, safety trainings, etc when asked by the schools and administration to participate.
- Access to programs and services: BPD has same as Sheriff's Office, to include access to Social Service agencies, Co-Responder Mental Health professional, Rivers of Hope domestic abuse advocates, Central Minnesota Sexual Assault Center in St. Cloud, etc.
- Can consider SRO being trained to teach a program similar to Kid's Choice, etc. (LEAD – Law Enforcement Against Drugs and Violence program). BPD already instructs students on the School Patrol Program at the Intermediate School.

### **WHY A BECKER PD SRO**

A Becker Officer will have a better understanding of what is going on within the City but has access to the Sheriff to help students living in township or elsewhere.

Visibility around the Becker Schools will increase with extra officers on duty. This includes during the school day and during afterschool activities and events.

In summer, SRO will be utilized to work with kids and juvenile related crime. This will help establish and/or enhance relationships with kids in the community. Relationships built outside of school will help students when they get into school.

BPD will conduct quarterly check-ins by supervisor with school administration to ensure SRO and program are working efficiently and effectively and meeting any established goals.

Goals – similar to what is identified with the National Association of School Resource Officers (NASRO):

- Prevent and minimize damage and destruction to school property and areas around the schools
- Prevention of student injuries, even death, due to violence, drug overdoses, etc.
- Reduce the need for schools to call 911
- Reduction of the likelihood of a student creating a criminal record
- Better likelihood that the student will get access and help from social services and health care systems
- Increase the feeling of safety among students, staff and parents
- SRO's are educators, informal counselors, and law enforcer. They become the law enforcement officer for students, staff, and parents

## JOINT POWERS AGREEMENT

This agreement (“Agreement”) is hereby entered into by and between Independent School District No. 726, Becker Public School District (“District”) and the City of Becker (“City”), the parties being governmental and political subdivisions of the State of Minnesota.

WHEREAS, Minnesota Statutes Section 471.59 authorizes government entities to jointly or cooperatively exercise any power common to the entities or any similar powers; and

WHEREAS, both the City and the District have a joint obligation to deter and prevent crime and violence at the District’s schools and wish to fulfill that obligation by engaging the services of a City police officer to serve as the School Resource Officer in the District’s schools; and

WHEREAS, Minnesota Statutes Section 126C.44 authorizes the District to make a levy on all taxable property located within the District for the purpose of paying the costs incurred for the salaries, benefits, and transportation costs of peace officers who serve as School Resource Officers.

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises contained in this Agreement and other valuable consideration, the sufficiency of which is acknowledged, the parties agree as follows:

**1. TERM AND TERMINATION OF AGREEMENT**

The term of this agreement shall be for the 2023-2024 school year, beginning on July 1, 2023, and ending on June 30, 2024. The agreement will automatically renew in subsequent years, beginning on July 1 and ending on June 30, unless either party provides written notice of termination to the other party at least sixty (60) days prior to the end of the term. Either party may terminate the Agreement for any reason by providing sixty (60) days’ notice to the other party of such termination.

**2. DISTRICT TO PROVIDE FUNDING**

District will provide funding for actual costs incurred for time the SRO spends in the schools. The SRO shall track their time spent on SRO duties. The City will bill, on a quarterly basis, the District the cost incurred by the SRO, to include wage and salary.

**3. DISTRICT’S RESPONSIBILITIES**

In addition to making the payments described in this agreement, the District will have the following responsibilities:

**A. Office Space.** District will provide office space for the School Resource Officer. At a minimum, the office space will be furnished with a desk, chair, filing cabinet that can be locked, telephone extension, and internet access at District’s expense. Additional equipment shall be provided by the City at the City’s expense.

**B. School Resource Officer Program Information.** District will provide the School Resource Officer with reasonable opportunities to address students, teachers, school administrators, and parents about the School Resource Officer program goals and objectives.

**C. Notice of Illegal Activity.** Through its principals, the District will inform the School Resource Officer, as soon as reasonably possible, of any suspected illegal activity. In the event a School Resource Officer is not immediately available, a principal or staff member may contact the Becker Police Department or county dispatch center. Any principal or staff member who

locates a dangerous weapon as defined by School Board Policy 501 or controlled substances in the course of a search will turn it over to the School Resource Officer or other licensed peace officer. In the event no criminal or juvenile charges are filed, a School Resource Officer and City shall dispose of the contraband in the manner prescribed by department policy.

**D. Notice of Trespassers and Safety Concerns.** Through its administration, the District will inform the School Resource Officer, as soon as reasonably possible, of the names of specific individuals who are not permitted on District property, mandated maltreatment reports as required by law, as well as any anticipated safety concerns involving parents, students, staff, or other individuals.

**E. School Regulations.** The District will provide the City the school Code of Conduct.

**F. Presence at School.** The School Resource Officer is highly encouraged to be present in the hallways or common areas where students gather as part of the District's and City's goal of developing positive relationships between the School Resource Officer and the school community.

#### **4. CITY TO PROVIDE A SCHOOL RESOURCE OFFICER**

The City will provide a licensed peace officer employed by the City to serve as the School Resource Officer. The School Resource Officer shall be assigned by the Police Department to the School Resource Officer program. During the school year, the School Resource Officer's primary responsibility as a peace officer assigned to the School Resource Officer program will be to the District.

**A. Absences.** Unless an absence is caused by an emergency, the School Resource Officer or supervisor will provide reasonable notice to the Principal or Principal's designee if the School Resource Officer will be absent from the District due to illness, vacation, training, or any non-emergency reason. The City will make reasonable attempts to schedule activities in a manner that minimizes the School Resource Officer's absence from the District. The City will make reasonable efforts to back-fill any absence of the School Resource Officer to minimize a lack of coverage during the regular school day.

**B. Extended Absences.** If a School Resource Officer is absent for more than ten (10) consecutive school days, the City will undertake reasonable efforts to provide extended coverage during the absence.

**C. Vehicle, Equipment, and Trainings.** The City is responsible for providing, at its own expense, the School Resource officer with a vehicle or all necessary law enforcement equipment, including but not limited to clothing, uniforms, and electronic devices, within the City's law enforcement budget to perform the School Resource Officer's duties. The City is also responsible for providing all law enforcement required training and education to all peace officers who are assigned to provide services pursuant to this Agreement.

**D. Performance Concerns of School Resource Officers.** The City will undertake reasonable efforts to assign peace officers who are acceptable to the District. When there are performance concerns regarding a School Resource officer, the Superintendent, principals, or designees, will contact the Police Lieutenant or Chief of Police to resolve the issue. In the event the issue is not resolved, the Superintendent will notify the Lieutenant or Chief of Police in writing of any concerns related to the performance of a School Resource Officer. The Department will work with the District and the School Resource Officer to resolve these concerns.

**5. FUNCTION**

It is understood that the function of the School Resource Officer shall be limited to the legal responsibilities and requirements of a licensed peace officer with an emphasis on public safety, SRO's will not be involved in non-criminal issues or school investigations of student or staff policy/misconduct violations, including both questioning and/or searching, and will never make recommendations regarding disciplinary outcomes. When circumstances exist that pose both public safety and/or potential criminal violations, and school policy violations, both parties will work collaboratively with a comprehensive approach geared at addressing the responsibilities of both school administration and the police department with public safety issues always remaining the top priority.

**6. DUTIES AND WORK SCHEDULE OF THE OFFICER**

The peace officer serving as a School Resource Officer pursuant to this agreement shall perform School Resource Officer duties and services during regular school days. The typical day for this Agreement will be identified as 7:30am to 3:30pm each scheduled school day but may vary based on the approved school schedule. The District will be responsible for paying any additional contract services outside of the responsibilities of the SRO program, which may include an overtime rate, i.e., sporting events, dances, etc.

**7. CITY'S AUTHORITY**

Although the School Resource Officer will work collaboratively with the District's Superintendent, Principals, and their designees, the School Resource Officer will be supervised by the Police Lieutenant and Chief of Police. The Police Lieutenant will be responsible for determining the School Resource Officers' work assignment and ensuring compliance with the Department's directives. The City will retain its authority over officer standards or performance, conduct and discipline of officer's performance reviews, and other internal matters related to enforcement services. Upon request of the City, the District shall provide a written appraisal of the services rendered by the School Resource Officer at the end of each contract term. The District shall immediately notify the City in writing of any performance deficiencies or inappropriate conduct of a School Resource Officer. All disciplinary action shall be under the authority of the City.

**8. PROHIBITED ACTIONS**

Pursuant to School Board Policy 519, in the absence of exigent circumstances, a School Resource Officer may not interview a student on school property about criminal activity or potential criminal activity unless: (a) the officer is conducting a maltreatment of minor investigation; (b) the crime has occurred, is alleged to have occurred, may have occurred, is occurring, or is reasonably expected to occur in the near future on school property or at a school sponsored event or activity; (c) the officer has obtained prior written permission from the building principal or designee, from the student's parent or guardian, or from the student, if the student is eighteen (18) years of age or older.

**9. DATA PRACTICES**

All government data that are collected, created, received, or maintained as a result of this Agreement will be handled in accordance with all applicable federal and state laws, including, but not limited to, the Minnesota Government Data Practices Act ("MGDPA"). The parties recognize that educational data maintained by the District are protected under the MGDPA and under the Family Educational Rights Privacy Act ("FERPA"), including its implementing regulations at 34 C.F.R. part 99. The parties acknowledge that unless the District is reporting a crime, a public safety exception or another statutory exception applies, the District may not disclose private educational data to a School Resource Officer without the written consent of the student's parent of guardian

(or the written consent of the student if the student is eighteen years of age or older); a lawfully issued subpoena; or court order. Nothing in this agreement may be construed to modify the responsibilities of either party under the MGDPA or the District's responsibilities under FERPA.

**10. RELATIONSHIP OF THE PARTIES**

Nothing in this agreement may be construed to create a partnership or joint venture between the District and the City. Neither party has any authority or power to take any unilateral action that could legally bind the other party. For purposes of the Minnesota Government Data Practices Act, each party is considered to be an independent contractor relative to the other party.

**11. PROPERTY AND EQUIPMENT**

Each party will maintain ownership of all property and equipment provided to the School Resource Officer or other part for and in furtherance of the purposes of this Agreement. Upon termination or expiration without renewal of this Agreement, any property and equipment so provided shall be returned to the party that owns and provided the property and equipment. Each party shall be responsible for damage to, or loss of any property or equipment furnished thereby in furtherance of the purpose of this Agreement. Except for willful misconduct, each party waives the right to sue the other party for any damages to or loss of its property or equipment, even if the damages were caused wholly or partially by the negligence of the other party, its officers, agents, or employees. Neither party shall be liable or responsible to the other party for depreciation of any property or equipment.

**12. SCHOOL RESOURCE OFFICER EMPLOYMENT STATUS**

At all times and for all purposes, the City is and will remain the exclusive employer of peace officers who perform services pursuant to this Agreement. No School Resource Officer may be considered to be an official, employee, agent, educational service provider, or representative of the District, and no School Resource Officer may make any representation to the contrary. The City maintains full control over the peace officers it employs and is solely responsible for all employee and administrative functions related to its employees, including, but not limited to, supervision and evaluation, payroll and deductions, maintenance of all required insurance (e.g. worker's compensation insurance, unemployment insurance, liability insurance), and any labor disputes or grievances.

**13. LIABILITY AND INDEMNIFICATION**

Each party is solely responsible for any and all acts and omissions of its own officers, employees, officials, agents, and representatives. To the extent permitted by law, each party agrees to indemnify, hold harmless and defend the other party from any and all damages, liability, judgments, claims, expenses, attorney fees, and costs resulting from any act or omission of any of its officers, employees, officials, agents, or representatives. Each party's liability, if any, is limited under Minnesota Statutes Chapter 466, and nothing stated in the Agreement may be deemed to constitute a waiver of those limits.

**14. NOTICES**

Any notice, demand, request, or other communication that may or shall be given or served by the parties, shall be deemed to have been given after the same is deposited in the U.S. mail, registered, or certified postage prepaid, and addressed as follows:

- A. To the City:
  - Attn: Police Chief, Brent J. Baloun
  - Becker Police Department
  - PO Box 250

Becker, MN 55308

B. To District 726:  
Attn: Superintendent, Jeremy Schmidt  
District 726 Schools  
12000 Hancock Street, District Offices  
Becker, MN 55308

Either party may designate a different addressee or address at any time by giving written notice to the other party.

**15. NO UNLAWFUL DISCRIMINATION**

The District and the City each agree to provide equal employment opportunities to all employees and applicants for employment in accordance with all applicable federal, state, and local laws. No person may be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program, service, or activity based on race, color, religion, age, sex, disability, marital status, sexual preference, HIV status, public assistance status, creed, or national origin. In addition, the District and City each specifically agree not to discriminate unlawfully against any student in any program, service, activity, or decision based on race, color, religion, age, sex, disability, marital status, sexual preference, HIV status, public assistance status, creed, or national origin.

**16. WAIVER AND ENFORCEMENT**

The failure to insist on compliance with any term, covenant, or condition contained in this Agreement must not be deemed to be a waiver of that term, covenant, or condition, nor will any waiver or relinquishment of any right or power contained in this Agreement at any time be deemed to be a waiver or relinquishment of any right or power at any other time. Each party is responsible for its own costs, expenses, and any attorney's fees associated with this Agreement and any related matters, including enforcement of this Agreement.

**17. CHOICE OF LAW, FORUM, AND SEVERABILITY**

This Agreement is governed by the law of the State of Minnesota. The parties agree that the Minnesota state and federal courts will have exclusive jurisdiction over any dispute arising out of this Agreement. If a court determines that any part of this Agreement is unlawful or unenforceable, the remaining portions of this Agreement will remain in full force and effect.

**18. ENTIRE AGREEMENT, CHANGES, AND EFFECT**

This agreement constitutes the entire agreement between the District and the City regarding School Resource Officer duties. This Agreement supersedes any inconsistent statements or promises made by either party. This Agreement also supersedes and terminates any prior or existing agreements or contracts regarding the same or any similar subject matter. Neither party has relied upon any statements, promises, agreements, or representations that are not stated in this Agreement. No changes to this Agreement are valid unless they are in writing and signed by both parties. A copy of this agreement has the same legal effect as the original.

**19. FORCE MAJEURE**

Norther party shall be liable to the other or deemed in default under this Agreement if and to the extent that Party's performance is prevented by reason of force majeure. "Force majeure" includes war, an act of terrorism, fire, earthquake, flood, and other circumstances, which are beyond the control and without the fault or negligence of the Party affected and which by the exercise of reasonable diligence the Party affected was unable to prevent.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the dates recorded by their signature. By signing below, each party specifically acknowledges that it has read this Agreement and that it understands and voluntarily agrees to be legally bound by all terms of the Agreement.

INDEPENDENT SCHOOL DISTRICT 726

CITY OF BECKER

\_\_\_\_\_  
Jeremy Schmidt  
Superintendent

\_\_\_\_\_  
Tracy Bertram  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 417

Orig. 1995

Revised: \_\_\_\_\_

Rev. 2022~~15~~

## 417 CHEMICAL USE AND ABUSE

***[Note: This policy reflects mandatory provisions of state and federal law and is not discretionary.]***

### I. PURPOSE

The school board recognizes that chemical use and abuse constitutes a grave threat to the physical and mental well-being of students and employees and significantly impedes the learning process. Chemical use and abuse also creates significant problems for society in general. The school board believes that the public school has a role in education, intervention, and prevention of chemical use and abuse. The purpose of this policy is to assist the school district in its goal to prevent chemical use and abuse by providing procedures for education and intervention.

### II. GENERAL STATEMENT OF POLICY

- A. Use or possession of controlled substances, toxic substance, medical cannabis, ~~toxic substances~~, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited in ~~the school setting in~~ accordance with school district policies with respect to a Drug-Free Workplace/Drug-Free School.
- B. The ~~policy of this~~ school district shall develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievement. ~~is to provide an instructional program in every elementary and secondary school in chemical abuse and the prevention of chemical dependency.~~
- C. ~~Every~~The school ~~district that participates in a school district chemical abuse program~~ shall establish and maintain in every school a chemical abuse preassessment team. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
- ~~D. The superintendent, with the advice of the school board, shall be responsible for establishing a school and community advisory team to address chemical abuse problems in the district.~~
- ED. The school district shall establish and maintain a drug-free awareness program to for educate and assist its employees, and may establish a students, and others in understanding this policy and the goals of achieving drug-free schools and workplaces.

***[Note: School districts are required to establish a drug-free awareness program for school district employees pursuant to the Drug-Free Workplace Act. In addition, state law requires that the written districtwide school discipline policy must include procedures for detecting and addressing chemical abuse problems of a student while on the school premises. Further, school districts are required to develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievement if receiving funding under the federal Student Support and Academic Enrichment Grants law. Comprehensive drug prevention programs are required to be adopted and carried out by school districts pursuant to the Safe and Drug-Free Schools and Communities Act. In addition, school districts are required by the Drug-Free Workplace Act to establish drug-free awareness programs for school district employees. Further, state law authorizes school districts to provide instructional programs in chemical abuse and the prevention of chemical dependency.]***

### III. DEFINITIONS

- A. “Chemical abuse,” as applied to students, means use of any psychoactive or mood-altering chemical substance, without compelling medical reason, in a manner that induces mental, emotional, or physical impairment and causes socially dysfunctional or socially disordering behavior, to the extent that the minor’s student’s normal function in academic, school, or social activities is chronically impaired.
- ~~B. “Chemicals” includes, but is not limited to, alcohol, toxic substances, medical cannabis, and controlled substances as defined in the school district’s Drug-Free Workplace/Drug-Free School policy.~~
- B. “Controlled substances,” as applied to the chemical abuse assessment of students, means a drug, substance, or immediate precursor in Schedules I through V of Minnesota Statutes section 152.02 and “marijuana” as defined in Minnesota Statutes section 152.01, subdivision 9; but not distilled spirits, wine, malt beverages, intoxicating liquors or tobacco. As otherwise defined in this policy, “controlled substances” include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code section 812, including analogues and look-alike drugs.
- ~~C. “Drug prevention” means prevention, early intervention, rehabilitation referral, recovery support services, or education related to the illegal use of drugs, such as raising awareness about the consequences of drug use that are evidence based.~~
- ~~C. “Use” includes to sell, buy, manufacture, distribute, dispense, use, or be under the influence of alcohol and/or controlled substances, whether or not for the purpose of receiving remuneration.~~
- ~~D. “School location” includes any school building or on any school premises; on any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off-school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.~~
- D. “Teacher” means all persons employed in a public school or education district or by a service cooperative as members of the instructional, supervisory, and support staff including superintendents, principals, supervisors, secondary vocational and other classroom teachers, librarians, counselors, school psychologists, school nurses, school social workers, audio-visual directors and coordinators, recreation personnel, media generalists, media supervisors, and speech therapists.

#### IV. STUDENTS

##### A. Districtwide School Discipline Policy

Procedures for detecting and addressing chemical abuse problems of a student while on school premises are included in the districtwide school student discipline policy.

##### AB. Programs and Activities Instruction

14. EveryThe school district shall develop, implement, and evaluate comprehensive provide an instructional programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievements. The programs and activities may include, among other programs and activities, drug prevention activities and programs that may be evidence based, including programs to educate students against the use of alcohol, tobacco, marijuana, smokeless tobacco products, and electronic cigarettes, in chemical abuse and the prevention of chemical dependency. The school district may involve parents, students, health care professionals, state department staff,

and members of the community in developing the curriculum.

*[Note: The Safe and Drug-Free Schools and Communities Act requires school districts to adopt and carry out a comprehensive drug and violence prevention program with funds received. Since a comprehensive drug prevention program is required and a school district is specifically authorized by state law to provide instructional programs in chemical abuse and the prevention of chemical dependency, this should be a component of each school district's mandatory program. In addition, the Safe and Drug-Free Schools and Communities Act specifies additional items which that may be included as part of the mandatory comprehensive drug prevention program. Some of the suggested items relating to instruction or training are detailed in Paragraphs 2. Through 6. Below and a school district may wish to adopt one or all of the listed components as part of its mandatory program.]*

2. As part of its drug-free programs, the school district may implement the drug abuse resistance education program (DARE) that enables peace officers to undergo the training to teach a curriculum on drug abuse resistance in schools.

2. Each school shall have age-appropriate and developmentally based activities that:

a. address the consequences of violence and the illegal use of drugs, as appropriate;

b. promote a sense of individual responsibility;

c. teach students that most people do not illegally use drugs;

d. teach students to recognize social and peer pressure to use drugs illegally and the skills for resisting illegal drug use;

e. teach students about the dangers of emerging drugs;

f. engage students in the learning process; and

g. incorporate activities in secondary schools that reinforce prevention activities implemented in elementary schools.

3. Each school shall have activities that involve families, community sectors (which may include appropriately trained seniors), and a variety of drug and violence prevention providers in setting clear expectations against violence and illegal use of drugs and appropriate consequences for violence and illegal use of drugs.

4. Each school shall disseminate drug and violence prevention information within the school and to the community.

5. Each school shall have professional development and training for, and involvement of, school personnel, student services personnel, parents, and interested community members in prevention, education, early identification and intervention, mentoring, or rehabilitation referral, as related to drug and violence prevention.

6. Each school shall have drug and violence prevention activities that may include the following:

a. Community-wide planning and organizing activities to reduce violence and illegal drug use, which may include gang activity prevention.

b. The hiring and mandatory training, based on scientific research, of school security personnel who interact with students in support of youth drug and violence prevention activities under this policy that are implemented in the school.

c. Conflict resolution programs, including peer mediation programs that educate and train peer mediators and

~~a designated faculty supervisor, and youth anti-crime and anti-drug councils and activities.~~

~~d. ——— Counseling, mentoring, referral services, and other student assistance practices and programs, including assistance provided by qualified school-based mental health services providers and the training of teachers by school-based mental health services providers in appropriate identification and intervention techniques for students at risk of violent behavior and illegal use of drugs.~~

~~e. ——— Programs that encourage students to seek advice from, and to confide in, a trusted adult regarding concerns about violence and illegal drug use.~~

**CB. Reports of Use, Possession, or Transfer of Alcohol or a Controlled Substance~~Chemical Use and Abuse~~**

~~1. ——— In the event that a school district employee knows that a student is abusing, possessing, transferring, distributing, or selling chemicals in a school location:~~

~~a. ——— The employee shall immediately either take the student to an administrator or notify an appropriate administrator of the observation and continue to observe the student until the administrator arrives.~~

~~b. ——— The administrator will notify the student's parents. If there is a medical emergency, the administrator will notify the school nurse and/or outside medical personnel as appropriate.~~

~~c. ——— The administrator will notify law enforcement officials, the student's counselor, and the chemical preassessment team.~~

~~d. ——— The administrator and/or law enforcement officials will confiscate the chemicals and/or conduct a search of the student's person, effects, locker, vehicle, or areas within the student's control. Searches by school district officials shall be in accordance with school board policies regarding search and seizure.~~

~~e. ——— The school district will take appropriate disciplinary action in compliance with the student discipline code. Such discipline may include immediate suspension, initiation of expulsion proceedings, and/or referral to a detoxification center or medical center.~~

~~2. ——— If a school district employee has reason to believe that a student is abusing, possessing, transferring, distributing, or selling chemicals:~~

~~a. ——— The employee shall notify the building administrator or a member of the preassessment team and shall describe the basis for the suspicion. The building administrator and/or team will determine what action should be taken. Action may include conducting an investigation, gathering data, scheduling a conference with the student or parents, or providing a meeting between a single member of the team and the student to discuss the behaviors that have been reported and attempting to ascertain facts regarding chemical abuse.~~

~~b. ——— The team may determine there is no chemical abuse. If the team determines there is chemical abuse, the team will select an appropriate course of action, which may include referral to a school counselor; referral to a treatment program; referral for screening, assessment, and treatment planning; participation in support groups; or other appropriate measures.~~

- ~~1. 1. ——— A teacher in a nonpublic school participating in a school district chemical use program, or a public school teacher, who knows or has reason to believe that a student is using, possessing, or transferring alcohol or a controlled substance while on the school premises or involved in school-related activities, shall immediately notify the school's chemical abuse preassessment team, or staff member assigned duties similar to those of such a team, of this information.~~

**[Note: School districts are not required to participate in a chemical abuse program**

*or establish a chemical abuse preassessment team pursuant to state law. Schools are required to have procedures for detecting student chemical abuse and can obtain federal funding if they establish drug prevention, detection, intervention, and recovery support services. Thus, it is recommended that schools establish these programs and activities. For those schools that do not establish a chemical abuse preassessment team, those obligations could be assigned to a specified staff member such a school counselor or administrator.]*

32. Students involved in the abuse, possession, transfer, distribution, or sale of chemicals ~~shall~~ may be suspended and proposed for expulsion in compliance with the student discipline policy and the Pupil Fair Dismissal Act, Minnesota Statutes section ~~§~~ 121A.40-121A.56, and proposed for expulsion.
43. Searches by school district officials in connection with the ~~abuse, possession, or transfer, distribution, or sale~~ of alcohol or a controlled substance chemicals will be conducted in accordance with school board policies related to search and seizure.
4. Nothing in paragraph IV.B.1. prevents a teacher or any other school employee from reporting to a law enforcement agency any violation of law occurring on school premises or at school sponsored events.

DC. Preassessment Team

1. Every school that participates in a school district chemical abuse program shall ~~establish~~ have a chemical abuse preassessment team designated by the superintendent or designee. The team ~~must~~ will be composed of classroom teachers, administrators, and to the extent they exist in the school, school nurse, school counselor or psychologist, social worker, chemical abuse specialist, and other appropriate professional staff ~~to the extent they exist in each school, such as the school nurse, school counselor or psychologist, social worker, chemical abuse specialist, or others.~~ For schools that do not have a chemical abuse program and team, the superintendent or designee will assign these duties to a designated school district employee.
2. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
3. Within forty-five (45) days after receiving an individual reported case, the team shall make a determination whether to provide the student and, in the case of a minor, the student's parents with information about school and community services in connection with chemical abuse.

ED. Data Practices

1. Student data may be disclosed without consent in health and safety emergencies pursuant to Minnesota Statutes section § 13.32 and applicable federal law and regulations.
2. Destruction of Records
  - a. If the preassessment team decides not to provide a student and, in the case of a minor, the student's parents with information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the determination is made.

- b. If the team decides to provide the student and, in the case of a minor or a dependent student, the student's parents with ~~such~~ information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the student is no longer enrolled in the district.
- c. ~~This section shall govern~~ Destruction of records identifying individual students shall be governed by paragraph IV.E.2. notwithstanding ~~provisions of the Records Management Act, Minnesota Statutes section~~ § 138.163 (Preservation and Disposal of Public Records).

**FE. Consent**

Any minor may give effective consent for medical, mental, and other health services to determine the presence of or to treat conditions associated with alcohol and other drug abuse, and the consent of no other person is required.

**[Note: State law permits schools to provide these services to minor students without the consent of a parent. If, however, a school district provides these or other services pursuant to a grant received under the Student Support and Academic Enrichment Grants law, this funding could be jeopardized if the requirements of federal law, to obtain prior written, informed consent from the parent of each child who is under 18 years of age is not obtained.]**

**F. School and Community Advisory Team**

1. ~~The superintendent, with the advice of the school board, shall establish a school and community advisory team to address chemical abuse problems. The advisory team will be composed of representatives from the school preassessment teams to the extent possible, law enforcement agencies, county attorney's office, social service agencies, chemical abuse treatment programs, parents, and the business community.~~

2. ~~The advisory team shall:~~

a. ~~build awareness of the problem within the community, identify available treatment and counseling programs for students, and develop good working relationships and enhance communication between the schools and other community agencies; and~~

b. ~~develop a written procedure clarifying the notification process to be used by the chemical abuse preassessment team when a student is believed to be in possession of or under the influence of alcohol or a controlled substance. The procedure must include contact with the student and the student's parents or guardian in the case of a minor student.~~

**V. EMPLOYEES**

A. ~~The school district shall establish~~ superintendent or designee shall undertake and maintain a drug-free awareness ~~and prevention~~ program to inform employees, ~~students, and others~~ about:

- 1. The dangers ~~and health risks of chemical~~ of drug abuse in the workplace/school.
- 2. The school district's ~~drug-free workplace/drug-free school~~ policy of maintaining a drug-free workplace.
- 3. ~~Any available drug or alcohol counseling, treatment, rehabilitation, re-entry, and/or employee assistance programs available to employees and/or students.~~

4. The penalties that may be imposed on employees for drug abuse violations.

- B. The ~~school district superintendent or designee~~ shall notify ~~any~~ federal granting agency required to be notified under the Drug-Free Workplace Act within ten (10) days after receiving notice ~~from the employee or otherwise receiving actual notice~~ of ~~any criminal drug statute~~ conviction ~~of an employee for a criminal drug statute violation~~ occurring in the workplace. ~~To facilitate the giving of such notice, any employee aware of such a conviction shall report the same to the superintendent.~~

~~[Note: Notification to the federal granting agency within ten (10) days is required by the Drug-Free Workplace Act. 41 U.S.C. § 8103.]~~

**Legal References:**

Minn. Stat. § 13.32 (Educational Data)  
Minn. Stat. § 121A.25-121A.29 (Chemical Abuse)  
Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)  
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)  
Minn. Stat. § 124D.695 (Approved Recovery Program Funding)  
Minn. Stat. § 126C.44 (Safe Schools Levy)  
Minn. Stat. § 138.163 (Preservation and Disposal of Public Records) ~~Records Management Act~~  
Minn. Stat. § 144.343 (Pregnancy, Venereal Disease, Alcohol or Drug Abuse, Abortion)  
Minn. Stat. § 152.01 (Definitions)  
Minn. Stat. § 152.02 (Schedules of Controlled Substances; Administration of Chapter)  
Minn. Stat. § 152.22 (~~Medical Cannabis~~; Definitions; Medical Cannabis)  
Minn. Stat. § 152.23 (~~Medical Cannabis~~; Limitations; Medical Cannabis)  
Minn. Stat. § 299A.33 (DARE Program)  
Minn. Stat. § 466.07, subd. 1 (Indemnification Required)  
Minn. Stat. § 609.101, subd. 3(e) (Controlled Substance Offenses; Minimum Fines)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
20 U.S.C. §§ 7101-716522 (Student Support and Academic Enrichment Grants)~~Safe and Drug-Free Schools and Communities Act~~  
20 U.S.C. § 5812 (National Education Goals)  
20 U.S.C. § 7175 (Local Activities)  
41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)  
34 C.F.R. Part 84 (Government-~~w~~Wide Requirements for Drug-Free Workplace)

**Cross References:**

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 416 (Drug and Alcohol Testing)  
MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug Free School)  
MSBA/MASA Model Policy 419 (Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)  
MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)

*Adopted:* February 22, 2005

*Revised:* September 12, 2016

## **417 CHEMICAL USE AND ABUSE**

### **I. PURPOSE**

The school board recognizes that chemical use and abuse constitutes a grave threat to the physical and mental well-being of students and employees and significantly impedes the learning process. Chemical use and abuse also creates significant problems for society in general. The school board believes that the public school has a role in education, intervention, and prevention of chemical use and abuse. The purpose of this policy is to assist the school district in its goal to prevent chemical use and abuse by providing procedures for education and intervention.

### **II. GENERAL STATEMENT OF POLICY**

- A. Use of controlled substances, medical cannabis, toxic substances, and alcohol is prohibited in the school setting in accordance with school district policies with respect to a Drug-Free Workplace/Drug-Free School.
- B. It is the policy of this school district to provide an instructional program in every elementary and secondary school in chemical abuse and the prevention of chemical dependency.
- C. The school district shall establish and maintain in every school a chemical abuse preassessment team. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
- D. The superintendent, with the advice of the school board, shall be responsible for establishing a school and community advisory team to address chemical abuse problems in the district.
- E. The school district shall establish and maintain a program to educate and assist employees, students and others in understanding this policy and the goals of achieving drug-free schools and workplaces.

### **III. DEFINITIONS**

- A. “Chemical abuse” means use of any psychoactive or mood-altering chemical substance, without compelling medical reason, in a manner that induces mental, emotional, or physical impairment and causes socially dysfunctional or socially disordering behavior, to the extent that the student’s normal function in academic, school, or social activities is chronically impaired.
- B. “Chemicals” includes but is not limited to alcohol, toxic substances, medical

cannabis, and controlled substances as defined in the school district's Drug-Free Workplace/Drug-Free School policy.

- C. "Use" includes to sell, buy, manufacture, distribute, dispense, use, or be under the influence of alcohol and/or controlled substances, whether or not for the purpose of receiving.
- D. "School location" includes any school building or on any school premises; on any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off-school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

#### IV. STUDENTS

##### A. Instruction

- 1. Every school shall provide an instructional program in chemical abuse and the prevention of chemical dependency. The school district may involve parents, students, health care professionals, state department staff, and members of the community in developing the curriculum.
- 2. Each school shall have age-appropriate and developmentally based activities that:
  - a. address the consequences of violence and the illegal use of drugs, as appropriate;
  - b. promote a sense of individual responsibility;
  - c. teach students that most people do not illegally use drugs;
  - d. teach students to recognize social and peer pressure to use drugs illegally and the skills for resisting illegal drug use;
  - e. teach students about the dangers of emerging drugs;
  - f. engage students in the learning process; and
  - g. incorporate activities in secondary schools that reinforce prevention activities implemented in elementary schools.
- 3. Each school shall have activities that involve families, community sectors (which may include appropriately trained seniors), and a variety of drug and violence prevention providers in setting clear expectations against violence and illegal use of drugs and appropriate consequences for

violence and illegal use of drugs.

4. Each school shall disseminate drug and violence prevention information within the school and to the community.
5. Each school shall have professional development and training for, and involvement of, school personnel, student services personnel, parents, and interested community members in prevention, education, early identification and intervention, mentoring, or rehabilitation referral, as related to drug and violence prevention.
6. Each school shall have drug and violence prevention activities that may include the following:
  - a. Community-wide planning and organizing activities to reduce violence and illegal drug use, which may include gang activity prevention.
  - b. The hiring and mandatory training, based on scientific research, of school security personnel who interact with students in support of youth drug and violence prevention activities under this policy that are implemented in the school.
  - c. Conflict resolution programs, including peer mediation programs that educate and train peer mediators and a designated faculty supervisor, and youth anti-crime and anti-drug councils and activities.
  - d. Counseling, mentoring, referral services, and other student assistance practices and programs, including assistance provided by qualified school-based mental health services providers and the training of teachers by school-based mental health services providers in appropriate identification and intervention techniques for students at risk of violent behavior and illegal use of drugs.
  - e. Programs that encourage students to seek advice from, and to confide in, a trusted adult regarding concerns about violence and illegal drug use.

B. Reports of Chemical Use and Abuse

1. In the event that a school district employee knows that a student is abusing, possessing, transferring, distributing or selling chemicals in a school location:
  - a. The employee shall immediately either take the student to an administrator or notify an appropriate administrator of the observation and continue to observe the student until the

administrator arrives.

- b. The administrator will notify the student's parents. If there is a medical emergency, the administrator will notify the school nurse and/or outside medical personnel as appropriate.
  - c. The administrator will notify law enforcement officials, the student's counselor, and the chemical preassessment team.
  - d. The administrator and/or law enforcement officials will confiscate the chemicals and/or conduct a search of the student's person, effects, locker, vehicle, or areas within the student's control. Searches by school district officials shall be in accordance with Minnesota law regarding search and seizure.
  - e. The school district will take appropriate disciplinary action in compliance with the student discipline code. Such discipline may include immediate suspension, initiation of expulsion proceedings, and/or referral to a detoxification center or medical center.
2. If a school district employee has reason to believe that a student is abusing, possessing, transferring, distributing or selling chemicals:
    - a. The employee shall notify the building administrator or a member of the preassessment team and shall describe the basis for the suspicion. The building administrator and/or team will determine what action should be taken. Action may include conducting an investigation, gathering data, scheduling a conference with the student or parents, or providing a meeting between a single member of the team and the student to discuss the behaviors that have been reported and attempting to ascertain facts regarding chemical abuse.
    - b. The team may determine there is no chemical abuse. If the team determines there is chemical abuse, the team will select an appropriate course of action, which may include referral to a school counselor; referral to a treatment program; referral for screening, assessment, and treatment planning; participation in support groups; or other appropriate measures.
  3. Students involved in the abuse, possession, transfer, distribution or sale of chemicals shall be suspended in compliance with the student discipline policy and the Pupil Fair Dismissal Act, Minn. Stat. §121A.40-121A.56, and proposed for expulsion.
  4. Searches by school district officials in connection with the abuse, possession, transfer, distribution, or sale of chemicals will be conducted in accordance with school board policies related to search and seizure.

C. Preassessment Team

1. Every school shall have a chemical abuse preassessment team designated by the superintendent or designee. The team will be composed of classroom teachers, administrators, and other appropriate professional staff to the extent they exist in each school, such as the school nurse, school counselor or psychologist, social worker, chemical abuse specialist, or others.
2. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
3. Within forty-five (45) days after receiving an individual reported case, the team shall make a determination whether to provide the student and, in the case of a minor, the student's parents with information about school and community services in connection with chemical abuse.

D. Data Practices

1. Student data may be disclosed without consent in health and safety emergencies pursuant to Minn. Stat. § 13.32 and applicable federal law and regulations.
2. Destruction of Records
  - a. If the preassessment team decides not to provide a student and, in the case of a minor, the student's parents with information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the determination is made.
  - b. If the team decides to provide the student and, in the case of a minor or a dependent student, the student's parents with such information, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the student is no longer enrolled in the district.
  - c. This section shall govern destruction of records notwithstanding provisions of the Records Management Act, Minn. Stat. § 138.163.

E. Consent

Any minor may give effective consent for medical, mental and other health services to determine the presence of or to treat conditions associated with alcohol and other drug abuse, and the consent of no other person is required.

F. School and Community Advisory Team

1. The superintendent, with the advice of the school board, shall establish a school and community advisory team to address chemical abuse problems. The advisory team will be composed of representatives from the school preassessment teams to the extent possible, law enforcement agencies, county attorney's office, social service agencies, chemical abuse treatment programs, parents, and the business community.
2. The advisory team shall:
  - a. build awareness of the problem within the community, identify available treatment and counseling programs for students and develop good working relationships and enhance communication between the schools and other community agencies; and
  - b. develop a written procedure clarifying the notification process to be used by the chemical abuse preassessment team when a student is believed to be in possession of or under the influence of alcohol or a controlled substance. The procedure must include contact with the student and the student's parents or guardian in the case of a minor student.

V. **EMPLOYEES**

- A. The superintendent or designee shall undertake and maintain a drug-free awareness and prevention program to inform employees, students and others about:
  1. The dangers and health risks of chemical abuse in the workplace/school.
  2. The school district's drug-free workplace/drug-free school policy.
  3. Any available drug or alcohol counseling, treatment, rehabilitation, re-entry and/or assistance programs available to employees and/or students.
  4. The penalties that may be imposed on employees for drug abuse violations.
- B. The superintendent or designee shall notify any federal granting agency required to be notified under the Drug-Free Workplace Act within ten (10) days after receiving notice of a conviction of an employee for a criminal drug statute violation occurring in the workplace. To facilitate the giving of such notice, any employee aware of such a conviction shall report the same to the superintendent.

**Legal References:** Minn. Stat. § 13.32 (Educational Data)  
Minn. Stat. § 121A.25-121A.29 (Chemical Abuse)  
Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)  
Minn. Stat. § 138.163 (Records Management Act)

Minn. Stat. § 144.343 (Pregnancy, Venereal Disease, Alcohol or Drug Abuse, Abortion)  
Minn. Stat. § 152.22 (Medical Cannabis; Definitions)  
Minn. Stat. § 152.23 (Medical Cannabis; Limitations)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
20 U.S.C. §§ 7101-7165 (Safe and Drug-Free Schools and Communities Act)  
41 U.S.C. §§ 701-707 (Drug-Free Workplace Act)  
34 C.F.R. Part 85 (Government-wide Requirements for Drug-Free Workplace)

***Cross References:*** Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
Policy 416 (Drug and Alcohol Testing)  
Policy 418 (Drug-Free Workplace/Drug Free School)  
Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)  
Policy 506 (Student Discipline)  
Policy 515 (Protection and Privacy of Pupil Records)  
Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)

## 418 DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL

***[Note: School districts are required by statute to have a policy addressing these issues.]***

### I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, ~~and nonintoxicating cannabinoids (including edible cannabinoid products), and~~ controlled substances without a physician's prescription.

### II. GENERAL STATEMENT OF POLICY

- A. Use or possession of ~~alcohol, controlled substances,~~ toxic substances, medical cannabis, ~~nonintoxicating cannabinoids (including edible cannabinoid products), and controlled substances~~ ~~alcohol~~ before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.
- B. A violation of this policy occurs when any student, teacher, administrator, other school district personnel, or member of the public uses or possesses alcohol, toxic substances, ~~controlled substances, or~~ medical cannabis, ~~nonintoxicating cannabinoids (including edible cannabinoid products), or controlled substances~~ in any school location.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.

### III. DEFINITIONS

- A. "Alcohol" includes any alcoholic beverage ~~containing more than one-half of one percent alcohol by volume, malt beverage, fortified wine, or other intoxicating liquor.~~
- B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code section U.S.C. § 812, including analogues and look-alike drugs.
- C. ~~"Edible cannabinoid product" means any product that is intended to be eaten or consumed as a beverage by humans, contains a cannabinoid in combination with food ingredients, and is not a drug.~~
- D. ~~"Nonintoxicating cannabinoid" means substances extracted from certified hemp plants that do not produce intoxicating effects when consumed by any route of administration.~~
- E. "Medical cannabis" means any species of the genus cannabis plant, or any mixture or preparation of them, including whole plant extracts and resins, and is delivered in the form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of dried leaves or

plant form; ~~or (4) combustion with use of dried raw cannabis; or (5) any other method, excluding smoking,~~ approved by the commissioner.

F. "Possess" means to have on one's person, in one's effects, or in an area subject to one's control.

G. "School location" includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

HD. "Toxic substances" includes: (1) glue, cement, aerosol paint, containing toluene, benzene, xylene, amyl nitrate, butyl nitrate, nitrous oxide, or containing other aromatic hydrocarbon solvents, but does not include glue, cement, or paint contained in a packaged kit for the construction of a model automobile, airplane, or similar item; (2) butane or a butane lighter; or (3) any similar substance declared to be toxic to the central nervous system and to have a potential for abuse, by a rule adopted by the commissioner of health, or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.

IE. "Use" includes to sell, buy, manufacture, distribute, dispense, possess, use, or be under the influence of alcohol, toxic substances, medical cannabis, nonintoxicating cannabinoids (including edible cannabinoid products), and/or controlled substances, whether or not for the purpose of receiving remuneration or consideration.

#### IV. EXCEPTIONS

A. A violation of this policy does not occur when a person brings onto a school location, for such person's own use, a controlled substance, except medical cannabis, which has a currently accepted medical use in treatment in the United States and the person has a physician's prescription for the substance. The person shall comply with the relevant procedures of this policy.

B. A violation of this policy does not occur when a person possesses an alcoholic beverage in a school location when the possession is within the exceptions of ~~Minnesota Statutes, section §~~ 624.701, ~~Subdivision~~ 1a (experiments in laboratories; pursuant to a temporary license to sell liquor issued under Minnesota laws or possession after the purchase from such a temporary license holder).

#### V. PROCEDURES

A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, must comply with the school district's student medication policy.

***[Note: School districts are required by ~~Minnesota Statutes, §~~section 121A.22 to develop procedures for the administration of drugs and medicine. If the school district does not have a student medication policy such as MSBA/MASA Model Policy 516, this Paragraph A. can be modified to provide: "Students who have a prescription from a physician for medical treatment with a controlled substance must provide a copy of the prescription and the medication to the school nurse, principal, or other designated staff member. The school district's***

***licensed school nurse, trained health clerk, principal, or teacher will administer the prescribed medication in accordance with school district procedures.”]***

- B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.
- C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.

***[Note: The Drug-Free Workplace Act requires that school district employees be notified by a published statement of the prohibition of the use of controlled substances and actions that will be taken against employees for violations of such prohibition. 41 United States Code section U.S.C. § 8103; 34 C.F.R. Code of Federal Regulations Part 84. An acknowledgment will document satisfaction by the school district of this federal requirement.]***

- D. Employees are subject to the school district’s drug and alcohol testing policies and procedures.
- E. Members of the public are not permitted to possess controlled substances in a school location except with the express permission of the superintendent.
- F. No person is permitted to possess or use medical cannabis on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility. This prohibition includes (1) vaporizing or combusting medical cannabis on any form of public transportation where the vapor or smoke could be inhaled by a minor child or in any public place, including indoor or outdoor areas used by or open to the general public or place of employment; and (2) operating, navigating, or being in actual physical control of any motor vehicle or working on transportation property, equipment or facilities while under the influence of medical cannabis.
- G. Possession of alcohol on school grounds pursuant to the exceptions of Minn-esota Stat-utes §section 624.701, Ssubd-ivision 1a, shall be by permission of the school board only. The applicant shall apply for permission in writing and shall follow the school board procedures for placing an item on the agenda.

## **VI. ENFORCEMENT**

- A. Students
  - 1. Students may be required to participate in programs and activities that provide education against the use of alcohol, tobacco, marijuana, smokeless tobacco products, and electronic cigarettes, and nonintoxicating cannabinoids (including edible cannabinoid products).
  - 2. Students may be referred to drug or alcohol assistance or rehabilitation programs; school based mental health services, mentoring and counseling, including early identification of mental health symptoms, drug use and violence and appropriate referral to direct individual or group counselling service. which may be provided by school based mental health services providers; and/or

referral to law enforcement officials when appropriate.

3. A student who violates the terms of this policy shall be subject to discipline in accordance with the school district's discipline policy. Such discipline may include suspension or expulsion from school.

~~2. The student may be referred to a drug or alcohol assistance or rehabilitation program and/or to law enforcement officials when appropriate.~~

B. Employees

1. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify his or her supervisor in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction. Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.

2. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination, or discharge as deemed appropriate by the school board.

3. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by the school district. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension, or termination as deemed appropriate by the school board.

4. Sanctions against employees, including nonrenewal, suspension, termination, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.

C. The Public

A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.

**Legal References:**

Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)

~~Minn. Stat. § 121A.40-§ 121A.56 (Pupil Fair Dismissal Act)~~

~~Minn. Stat. § 151.72 (Sale of Certain Cannabinoid Products)~~

Minn. Stat. § 152.22, subd. 6 (~~Medical Cannabis~~; Definitions; ~~Medical Cannabis~~)

Minn. Stat. § 152.23 (~~Medical Cannabis~~; Limitations; ~~Medical Cannabis~~)

~~Minn. Stat. § 340A.101 (Definitions; Alcoholic Beverage)~~

Minn. Stat. § 340A.403 (3.2 Percent Malt Liquor Licenses)

Minn. Stat. § 340A.404 (Intoxicating Liquor; On-Sale Licenses)

Minn. Stat. § 609.684 (~~Sale of Toxic Substances to Children~~; Abuse of Toxic Substances)

Minn. Stat. § 624.701 (Alcohol in Certain Buildings or Grounds)

~~20 U.S.C. § 7101-716522 (Safe and Drug-Free Schools and Communities Act)~~  
~~Student Support and Academic Enrichment Grants)~~

21 U.S.C. § 812 (Schedules of Controlled Substances)  
41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)  
21 C.F.R. §§ 1308.11-1308.15 (Controlled Substances)  
34 C.F.R. Part 84 (Government-~~w~~Wide Requirements for Drug-Free Workplace)

**Cross References:** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 416 (Drug and Alcohol Testing)  
MSBA/MASA Model Policy 417 (Chemical Use and Abuse)  
[MSBA/MASA Model Policy 419 \(Tobacco-Free Environment; Possession and use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction\)](#)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 516 (Student Medication)

Adopted: February 22, 2005

Revised: September 12, 2016

## **418 DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL**

### **I. PURPOSE**

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, and controlled substances without a physician's prescription.

### **II. GENERAL STATEMENT OF POLICY**

- A. Use or possession of controlled substances, toxic substances, medical cannabis, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.
- B. A violation of this policy occurs when any student, teacher, administrator, other school district personnel, or member of the public uses or possesses alcohol, toxic substances, controlled substances, or medical cannabis in any school location.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.

### **III. DEFINITIONS**

- A. "Alcohol" includes any alcoholic beverage, malt beverage, fortified wine, or other intoxicating liquor.
- B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 U.S.C. § 812, including analogues and look-alike drugs.
- C. "Medical cannabis" means any species of the genus cannabis plant, or any mixture or preparation of them, including whole plant extracts and resins, and is delivered in the form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of dried leaves or plant form; or (4) any other method, excluding smoking, approved by the commissioner.
- D. "Toxic substances" includes glue, cement, aerosol paint, or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.

- E. “Use” includes to sell, buy, manufacture, distribute, dispense, possess, use, or be under the influence of alcohol and/or controlled substances, whether or not for the purpose of receiving remuneration or consideration.
- F. “Possess” means to have on one’s person, in one’s effects, or in an area subject to one’s control.
- G. “School location” includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

#### **IV. EXCEPTIONS**

- A. A violation of this policy does not occur when a person to bring onto a school location, for such person’s own use, a controlled substance, except medical cannabis, which has a currently accepted medical use in treatment in the United States and the person has a physician’s prescription for the substance. The person shall comply with the relevant procedures of this policy.
- B. A violation of this policy does not occur when a person possess an alcoholic beverage in a school location when the possession is within the exceptions of Minn. Stat. § 624.701, Subd. 1a (experiments in laboratories; pursuant to a temporary license to sell liquor issued under Minnesota laws or possession after the purchase from such a temporary license holder).

#### **V. PROCEDURES**

- A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, must comply with the school district’s student medication policy.
- B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.
- C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.
- D. Employees are subject to the school district’s drug and alcohol testing policies and procedures.

- E. Members of the public are not permitted to possess controlled substances in a school location except with the express permission of the superintendent.
- F. No person is permitted to possess or use medical cannabis on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility.
- G. Possession of alcohol on school grounds pursuant to the exceptions of Minn. Stat. § 624.701, Subd. 1a, shall be by permission of the school board only. The applicant shall apply for permission in writing and shall follow the school board procedures for placing an item on the agenda.

## **VI. ENFORCEMENT**

### **A. Students**

- 1. A student who violates the terms of this policy shall be subject to discipline in accordance with the school district's discipline policy. Such discipline may include suspension or expulsion from school.
- 2. The student may be referred to a drug or alcohol assistance or rehabilitation program and/or to law enforcement officials when appropriate.

### **B. Employees**

- 1. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify his or her supervisor in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction. Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.
- 2. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination, or discharge as deemed appropriate by the school board.
- 3. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by the school district. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension, or termination as deemed appropriate by the school board.

4. Sanctions against employees, including nonrenewal, suspension, termination, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.

C. The Public

A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.

***Legal References:*** Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)  
Minn. Stat. § 152.22 (Medical Cannabis; Definitions)  
Minn. Stat. § 152.23 (Medical Cannabis; Limitations)  
Minn. Stat. § 340A.403 (3.2 Percent Malt Liquor Licenses)  
Minn. Stat. § 340A.404 (Intoxicating Liquor; On-Sale Licenses)  
Minn. Stat. § 609.684 (Sale of Toxic Substances to Children; Abuse of Toxic Substances)  
Minn. Stat. § 624.701 (Liquor in Certain Buildings or Grounds)  
20 U.S.C. § 7101-7165 (Safe and Drug-Free Schools and Communities Act)  
21 U.S.C. § 812 (Schedules of Controlled Substances)  
41 U.S.C. §§ 701-707 (Drug-Free Workplace Act)  
21 C.F.R. §§ 1308.11-1308.15 (Controlled Substances)  
34 C.F.R. Part 85 (Government-wide Requirements for Drug-Free Workplace)

***Cross References:*** Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
Policy 416 (Drug and Alcohol Testing)  
Policy 417 (Chemical Use and Abuse)  
Policy 506 (Student Discipline)  
Policy 516 (Student Medication)

Adopted: May 2, 2022

Revised:

## 722 PUBLIC DATA ACCESS REQUESTS

### 1. PURPOSE

Becker Public School District 726 (the “school district”) recognizes its responsibility for transparency **relative to the collection, maintenance, and dissemination of public data as provided in state statutes** ~~and establishing physical data storage components that isolate non-public data from public data, collecting data, determining whether it is public nor non-public, storing the data in the appropriate data storage component, maintaining the data, and disseminating the data as provided in state statutes.~~

### 2. GENERAL STATEMENT OF POLICY

~~The school district recognizes its responsibility to keep all records containing government data in a segregated arrangement between public and non-public data, and in such manner as to make all public data easily and conveniently accessible for access by the public while maintaining the privacy and security of all non-public data.~~

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

This policy will become effective on the date of its adoption by the school board.

### 3. DEFINITIONS

#### A. Government Data

**“Government data” means all data collected, created, received, maintained or disseminated by the School District, regardless of its physical form, storage media, or conditions of use.”**  
**Minn. Stat. § 13.02, subd. 7.**

#### B. Requester

**“Requester” as set forth in Minn. Stat. § 13.03, subd. 8,** is defined as any individual who makes a request under this policy to access school district government data.

#### C. Responsible Authority

**“Responsible authority” means the individual designated by the school board as the individual responsible for collecting data, classifying data as public or as non-public pursuant to statute, or temporary classification pursuant to section of Minn. Stat. Section 13.06, or federal law,**

~~storing the data in separate public and non-public storage components according to its classification, maintaining the data, disseminating the data, and arranging for inspection and or copying of data when requested. In storing non-public data, where practical, the responsible authority will also store a duplicate of the data in the public storage component with the confidential or non-public portions thereof redacted, in order that the public portions of such data may be released as public data.~~ Until an individual is designated by the school board, the responsible authority is the superintendent.

#### D. Inspection

“Inspection” means the in-person, visual inspection 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. Public data that is maintained only in paper form will be made available to the requester for on-site inspection. Public data that is stored in digital or electronic form will be made available to the requester for inspection on-site, utilizing the school district’s own equipment.

#### E. Public Data

“Public data” means all government data unless otherwise classified by statute, or temporary classification pursuant to statute or federal law, as nonpublic or protected nonpublic data, or with respect to data on individuals as private or confidential data.

#### F. Summary Data

“Summary data” means 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 reasonably be used to identify an individual is ascertainable. Summary data is presumptively public data unless otherwise classified pursuant to Minnesota Statutes section 13.06, another statute, or federal law.

### 4. REQUEST FOR PUBLIC DATA

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 requester (such as phone number, address, or email address).

2. Unless as specifically authorized by statute, a requester is not required to explain the reason for the data request or justify a request to gain access to public government data. A requester may be asked to provide certain identifying or clarifying information for the purpose of facilitating access to public government data sought.

3. The identity of the requester is public, if provided, but cannot be required by the school district. ~~However, if the district provides internet access to public data, it may require a username and password.~~

4. The responsible authority may seek clarification from the requester if the request is not reasonably 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 requester 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 requester; or

(i) If the responsible authority determines that the requested data is classified so that access to the requester is denied, the responsible authority will inform the requester 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.

(ii) Upon the request of a requester 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 arrange for inspection of the data if so requested. If the requester seeks printed or digital copies of the data, provide the cost of such copies and identify when the data will be available for pick-up, or indicate that upon receipt of payment, the data will be sent by mail or email. If the requester does not appear at the time and place established for inspection, or copies are not retrieved within ten (10) business days after the requester is notified, then the school district will conclude that the data is no longer wanted and consider the request closed.

2. The school district's response time may be affected by the size and complexity of the request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.

3. Upon request, the school district will provide an explanation of technical terminology,

abbreviations, or acronyms contained in the responsive data.

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 usually keep the data in that form or arrangement in the school district's ordinary and usual data collection practices.

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.

## 5. REQUEST FOR SUMMARY DATA

A. A request for the preparation of summary data **as defined in 3.F.** 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 requester (phone number, address, or email address).

B. The responsible authority will respond within ~~a reasonable period~~ **10 business days** of the receipt of a request to prepare summary data and inform the requester 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 requester's access would compromise the private or confidential data.

C. The school district requires the requester to pre-pay all of the cost of creating the summary data before the school district begins to prepare the summary data in accordance with the policy provisions outlined below.

## 6. COSTS

A. Public Data Costs

1. The requester may not be charged for any copies made by the school district if not specifically agreed to in writing by both the school district and the requester. Such

agreement will include a good faith estimate by the school district of the costs involved and will promptly notify the requester if the actual costs will exceed the estimate and may only be charged if requester expressly agrees to the additional costs in writing.

Should such a written agreement is **be** made between the school district and the requester, the school district ~~may~~ **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 printed pages or copies on other materials of printed data or printed pages of electronic or digital data 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, **flash drive**, 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~~ in advance of receiving the copies.

## B. Summary Data Costs

1. Any costs incurred in the preparation of summary data shall be paid by the requester prior to preparing or supplying the summary data.

2. The school district may assess reasonable costs associated with the preparation of summary data as follows:

a. The reasonable cost of materials, including paper, the reasonable cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any reasonable 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 requester.

## ~~7. DATA PRACTICES AUDIT AND DISPUTE RESOLUTION~~

~~1. The responsible authority will commission an independent audit of all data subject to and governed by this policy at a minimum of every two years commencing with an initial~~


~~independent audit commissioned within two (2) months of the adoption of this policy. The independent auditor will be selected by approval of the school board by majority vote. Upon completion of the data audit the independent auditor will certify to the school board the results of its audit, noting any material deficiencies of the implementation of this policy including but without limitation, any misclassification of data as to public or non-public.~~

~~21. Any disputes arising between a requester and the responsible authority from the implementation of this policy and its procedures will first be informally negotiated by the parties. If no resolution is reached the school board will convene a board meeting to attempt to mediate resolution of the dispute. If no resolution is reached the requester or the school district agree to seek an advisory opinion from the Data Practices Officer the relevant state agency at no cost to the requester.~~

~~32. If no resolution between the requester and the responsible authority is reached after following the informal dispute resolution as stated above, then both parties are free to pursue whatever remedies are available under Minnesota law.~~

***Legal References:*** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act); Minn. Rules Part s 1205.0100-1205.2000.

***Cross References:*** Policy 406 (Public and Private Personnel Data)  
Policy 515 (Protection and Privacy of Pupil Records)

 Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266		Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only										ED - 02478-07
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.												
District Info.		Enter Information		District Info.		Enter Information						
District Name:	Becker Public Schools	Date:	05/27/23									
District Number:	0726	Email:	kevinjanuszewski@bcsd726.org									
District Contact Name:	Kevin Januszewski											
Contact Phone #:												
Expenditure Categories		Fiscal Year (FY) Ending June 30										
		2023 (base year)	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
<b>Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.</b>												
Finance Code	Category (1)											
347	Physical Hazards	\$13,231	\$7,915	\$24,950	\$21,600	\$21,650	\$21,700	\$21,750	\$21,975	\$22,000	\$22,500	\$22,500
349	Other Hazardous Materials	\$10,610	\$7,240	\$16,650	\$10,500	\$13,800	\$13,995	\$13,995	\$14,575	\$14,800	\$15,000	\$15,000
352	Environmental Health and Safety Management	\$81,998	\$98,250	\$86,475	\$96,750	\$86,950	\$87,000	\$87,000	\$88,000	\$88,000	\$88,000	\$88,000
358	Asbestos Removal and Encapsulation	\$0	\$5,000	\$3,500	\$7,000	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$4,000	\$4,000
363	Fire Safety	\$28,748	\$27,038	\$37,600	\$25,450	\$27,050	\$31,500	\$32,750	\$33,000	\$33,000	\$34,000	\$34,000
366	Indoor Air Quality	\$0	\$0	\$56,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Health and Safety Capital Projects</b>		<b>\$134,587</b>	<b>\$144,443</b>	<b>\$228,425</b>	<b>\$111,900</b>	<b>\$152,950</b>	<b>\$157,695</b>	<b>\$157,745</b>	<b>\$160,800</b>	<b>\$161,300</b>	<b>\$164,500</b>	<b>\$164,500</b>
Finance Code	Category (2)											
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Health and Safety Capital Projects \$100,000 or More</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151</b>												
Finance Code	Category (3)											
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Remodeling for Approved Voluntary Pre-K Projects</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Finance Code	Category (4)											
367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Accessibility Projects</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Finance Code	Category (5)											
368	Building Envelope	\$20,280	\$25,214	\$125,000	\$200,000	\$122,500	\$41,950	\$41,950	\$42,125	\$42,125	\$42,125	\$42,125
369	Building Hardware and Equipment	\$41,348	\$13,293	\$40,000	\$10,000	\$140,000	\$135,995	\$125,995	\$126,500	\$130,000	\$130,000	\$130,000
370	Electrical	\$126,626	\$493,496	\$10,000	\$40,000	\$160,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
379	Interior Surfaces	\$938,132	\$13,577	\$128,000	\$96,000	\$91,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000
380	Mechanical Systems	\$98,041	\$178,270	\$228,950	\$165,950	\$106,950	\$24,995	\$227,995	\$223,995	\$223,995	\$218,995	\$218,995
381	Plumbing	\$72,183	\$22,425	\$23,500	\$29,300	\$23,500	\$29,995	\$29,995	\$29,995	\$29,995	\$29,995	\$29,995
382	Professional Services and Salary	\$0	\$0	\$12,500	\$12,500	\$12,500	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
383	Pool Systems	\$53,731	\$176,490	\$135,000	\$245,000	\$245,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000
384	Site Projects	\$85,898	\$47,068	\$242,500	\$242,500	\$137,500	\$165,000	\$165,000	\$165,000	\$165,000	\$165,000	\$165,000
<b>Total Deferred Capital Expense and Maintenance</b>		<b>\$170,739</b>	<b>\$970,033</b>	<b>\$943,450</b>	<b>\$1,041,750</b>	<b>\$1,038,750</b>	<b>\$1,077,910</b>	<b>\$1,030,910</b>	<b>\$1,077,010</b>	<b>\$1,080,110</b>	<b>\$1,080,110</b>	<b>\$1,080,110</b>
<b>Total Annual 10-Year Plan Expenditures</b>		<b>\$961,326</b>	<b>\$1,115,476</b>	<b>\$1,167,875</b>	<b>\$1,192,650</b>	<b>\$1,191,900</b>	<b>\$1,195,605</b>	<b>\$1,188,655</b>	<b>\$1,188,410</b>	<b>\$1,191,410</b>	<b>\$1,196,610</b>	<b>\$1,196,610</b>

District Wide					
Annual 2023/2024 Budget			Savings for Future Roofs	\$151,940.00	
Lift Safety Inspections		\$1,415.00			
Bleacher Inspections		\$4,000.00			
PPE Equipment		\$2,500.00			
RPZ testing		\$1,240.00			
Hazardous Waste		\$5,000.00			
Lead Testing		\$1,000.00			
Consulting and Testing Services		\$20,000.00			
Chargebacks		\$59,640.00			
Rope and Lift Inspections		\$3,500.00			
AED Annual Service (batteries, supplies and testing)		\$8,500.00			
Monthly Elevator Inspections		\$6,610.00			
Asbestos Management		\$5,000.00			
Fire Door Inspections		\$4,000.00			
Annual fire panel & sprinkler inspections		\$14,707.00			
Fire Extinguisher Annual Service		\$2,331.00			
State fire marshall inspections		\$3,500.00			
Replacement Batteries for Life Safety systems		\$2,500.00			
Stadium Lighting		\$345,496.00			
Repairs Place Holder		\$140,000.00			
Varsity Practice Field Seeding		\$500.00			
Paint curbs & lines		\$10,390.00			
Repair pot holes & cracks		\$17,000.00			
Fencing		\$15,908.00			
	<b>Total</b>	<b>\$674,737.00</b>			
<b>High School</b>					
Window sill replacement & tuckpointing		\$14,664.00			
High School door 306		\$1,793.00			
LED Light Install-phase 2		\$148,000.00			
High School gym floor material		\$7,879.00			
HS gym floor sanding		\$3,000.00			
Chiller PM contract		\$5,000.00			
HS AHU #2 Heating Coil Repair		\$5,291.02			
HS Annual Drain Cleaning		\$6,950.00			
	<b>Total</b>	<b>\$192,577.02</b>			
<b>Middle School</b>					
Window sill replacement & tuckpointing		\$3,900.00			
Heat pump annual maintenance		\$8,985.00			
MS Annual Drain Cleaning		\$3,825.00			
MS water heater maintenance		\$900.00			
Replace roof screws		\$24,750.00			
Sidewalk extesion repair		\$3,270.00			
	<b>Total</b>	<b>\$45,630.00</b>			
<b>Intermediate School</b>					
Tuckpointing		\$1,350.00			
Intermediate School-room 12A door		\$1,750.00			
IS Anual Drain Cleaning		\$5,700.00			
	<b>Total</b>	<b>\$8,800.00</b>			
<b>Primary School</b>					
Tuckpointing		\$5,300.00			
PS Door Kick Plates, 4, 6, 8, 9, 11		\$9,750.00			
Room 414,415,416,417,418		\$2,698.00			
Heat pump annual maintenance		\$8,985.00			
PS Anual Drain Cleaning		\$4,150.00			
3 water heater maintenance		\$900.00			
	<b>Total</b>	<b>\$31,783.00</b>			
	<b>Combined Total</b>	<b>\$953,527.02</b>			