



Independent School District #146
Regular School Board Meeting
7:00 PM on August 17, 2020
Barnesville High School
302 3rd Street South
Barnesville, MN 56514

1. Call to Order

The meeting was called to order by Chair Bredman at 7:00 PM

2. Roll Call

Members present: Marla Field, Ryan Lindbom, Dion Bredman, Dave Herbranson, Leslie Shirek, Jacob Thompson and Superintendent Dr. Ellerbusch.

Members absent: Greg Berg

Guests present: Todd Henrickson, Bryan Strand, Carrie Jenkins, Shari Grabow, Michelle Tonsfeldt, Alison Willers, Holly Inniger, Lisa Bielejeski, Michael Stein, Jodi Samuelson and Brooke Fradet.

3. Pledge of Allegiance

4. Approval of Agenda

5. Approval of Minutes

Organizational School Board Meeting

Monday, July 20, 2020 7:00 PM

Barnesville High School, 302 3rd Street South, Barnesville, MN 56379

1. Call to Order

Discussion: Chair Bredman called the meeting to order at 7:02 PM

2. Roll Call

Discussion: Members present: Dion Bredman, Marla Field, David Herbranson, Jacob Thompson, Ryan Lindbom, Leslie Shirek, Greg Berg and Superintendent Ellerbusch
Guests present: Chris Messer, Todd Henrickson, Bryan Strand, Michael Stein and Brooke Fradet.

3. Approval of Agenda

Action(s):

Vote to approve the agenda. This motion, made by Marla Field and seconded by Leslie Shirek, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

4. Recognition of Citizens for Input Purposes

5. New Business

A. Dates of Regular School Board Meetings

Action(s):

Vote to approve dates for the regular school board meetings on the 3rd Monday of each month with January and February the 4th Monday. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

B. Official Newspaper

Action(s) :

Vote to approve the Barnesville Record Review as the School District's Official Newspaper. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

C. School Legal Services

Action(s) :

Vote to approve school legal services with Kennedy-Graven, Pemberton, and Knutson, Flynn, and Deans subject to need/past practice/area of expertise. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

D. Breakfast and Lunch Prices

Action(s) :

Vote to approve the following breakfast and lunch prices for the 2020-21 school year:
Breakfast \$1.50 HS (7-12) \$1.30 Elem (1-6) Free Kindergarten \$2.35 Adults Lunch \$2.70 HS (7-12) \$2.55 Elem (K-6) \$4.15 Adults Milk Break \$46.00 per School Year Elementary (1-6) Extra Milk \$0.35 HS (7-12) \$0.35 Elem (K-6) Extra Sandwich \$1.00 HS (Ala Carte Charge). This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea

Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea
Yea: 7, Nay: 0 **Voting Summary: Discussion:** All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

E. Activity Prices

Action(s) :

Vote to approve the following activity prices for the 2020-21 school year: General Admission \$6.00 Adults \$4.00 Students Season Pass \$55.00 Adults \$35.00 Students Free 65 and Older No Charge Band/Choir Events and BPS Employees. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea
Yea: 7, Nay: 0 **Voting Summary: Discussion:** All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

F. Activity Fees

Action(s) :

Vote to approve the following activity fees for the 2020-21 school year: Grades 9-12 \$55.00 per Activity \$110.00 Student Maximum Grades 7 & 8 \$35.00 per Activity \$70.00 Student Maximum Miscellaneous \$20.00 Change of Pace, Jazz Band, Musical, Knowledge Bowl, Speech, One Act Play, and Robotics. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea
Yea: 7, Nay: 0 **Voting Summary: Discussion:** All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

G. Fees for Driver's Education

Action(s) :

Vote to approve the following fees for driver's education: \$200.00 Behind the Wheel (BTW) \$

50.00 Classroom. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

H. Substitute Teacher Pay

Action(s):

Vote to approve the following substitute teacher pay for the 2020-21 school year: \$110.00 per full day \$ 55.00 per half day. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

I. Substitute Non-certified Pay

Action(s):

Vote to approve the following pay for substitute non-certified staff: \$11.50 per hour for custodians and paraprofessionals \$15.00 per hour for custodians on the weekend. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

J. Official Depository

Action(s) :

Vote to approve Midwest Bank as the official depository for Barnesville Public Schools. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

K. Institutes of Investments

Action(s) :

Vote to approve MSDLAF as the investment institute for Barnesville Public Schools. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

L. Federal Mileage Rate

Action(s) :

Vote to approve the mileage reimbursement rate at \$0.57.5 per mile. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

M. Maximum Reimbursement of Expenses

Action(s) :

Vote to authorize maximum reimbursement of expenses in the amounts of \$9.00 for breakfast, \$12.00 for lunch, and \$23.00 for dinner. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

- N. Authorize the Board Chairperson, Board Clerk, Board Treasurer, Finance Officer, Elementary Principal, and High School Principal to Use Check Plate and Facsimile Signatures

Action(s):

Vote to approve the Board Chairperson, Board Clerk, Board Treasurer, Finance Officer, Elementary Principal, and High School Principal to use check plate and facsimile signatures. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

- O. Authorize the Superintendent, District Secretary, Finance Officer, Community Education Secretary, Payroll/HR, Elementary Office Staff, and High School Office Staff to Open Official School Mail

Action(s):

Vote to approve authorize the Superintendent, District Secretary, Finance Officer, Community Education Secretary, Payroll/HR, Elementary Office Staff, and High School Office Staff to open official school mail. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea

Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

- P. Authorizing the Finance Officer, Elementary Principal and High School Principal to Approve and Sign the Auxiliary Accounts

Action(s) :

Vote to approve authorizing the Finance Officer, Elementary Principal and High School Principal to approve and sign the auxiliary accounts. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

- Q. Authorize the Finance Officer to Make Wire Transfers

Action(s) :

Vote to approve authorizing the Finance Officer to make wire transfers. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

- R. Authorize the Finance Officer to Issue Payments up to \$1,000

Action(s) :

Vote to approve authorizing the Finance Officer

to issue payments up to \$1,000. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

- S. Resolution Providing Limited Authorization for the Superintendent and Finance Officer to Sign Contracts

Action(s):

Board Member #1 introduced the following resolution and moved its adoption: RESOLUTION PROVIDING LIMITED AUTHORIZATION FOR THE SUPERINTENDENT AND FINANCE OFFICER TO SIGN CONTRACTS WHEREAS, Independent School District No. 146, Barnesville, Minnesota (the "School District") is an independent school district duly formed and organized pursuant to Minnesota law; and WHEREAS, Minn. Stat. § 123B.52, subd. 2 allows a school board of an independent school district to authorize the superintendent and business manager to sign contracts within the school district's adopted budget, and WHEREAS, Minn. Stat. § 123B.52, subd. 1 stipulates that contracts made without compliance with that statute shall be void. NOW, THEREFORE, BE IT RESOLVED by the School Board that the Superintendent and Finance Officer shall have the authority to execute and deliver contracts within the School District's adopted budget, as approved by the School Board. Any transaction in an amount exceeding the minimum for which bids are required must first be specifically authorized by the School Board and must fulfill all other applicable requirements. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in

favor: Bredman, Field, Herbranson, Thompson,
Shirek, Lindbom, Berg
Those opposed: None

6. Addendum

- A. Approve TD Ameritrade as an Authorized Investment
Institute with the School District

Action(s) :

Vote to approve TD Ameritrade as an authorized investment institute with the School District. This motion, made by Greg Berg and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

7. Adjournment

Action(s) :

Motion to adjourn was made at 7:12 PM. This motion, made by Leslie Shirek and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

Board Secretary

Regular School Board Meeting

Monday, July 20, 2020 7:15 PM

Barnesville High School, 302 3rd Street South, Barnesville, MN 56379

1. Call to Order

Discussion: Chair Bredman called the meeting to order at 7:15 PM

2. Roll Call

Discussion: Members present: Dion Bredman, Marla Field, Jacob Thompson, Ryan Lindbom, Greg Berg, Leslie Shirek, David Herbranson and Superintendent Ellerbusch
Guests present: Chris Messer, Bryan Strand, Rodd Henrickson, Michael Stein and Brooke Fradet

3. Approval of Agenda

Action(s):

Vote to approve the agenda. This motion, made by Leslie Shirek and seconded by Dion Bredman, Passed.

Voting Detail:

Greg Berg:	Yea
Dion Bredman:	Yea
Marla Field:	Yea
David Herbranson:	Yea
Ryan Lindbom:	Yea
Leslie Shirek:	Yea
Jacob Thompson:	Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor.

4. Approval of Minutes

Action(s):

Vote to approve the minutes of the regular school board meeting on June 15, 2020. This motion, made by Marla Field and seconded by Leslie Shirek, Passed.

Voting Detail:

Greg Berg:	Yea
Dion Bredman:	Yea
Marla Field:	Yea
David Herbranson:	Yea
Ryan Lindbom:	Yea
Leslie Shirek:	Yea
Jacob Thompson:	Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

5. Claims, Accounts and Financial

Action(s):

Vote to approve the financials reported. This motion, made by Greg Berg and seconded by Marla Field, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

6. Appreciation, Recognition and Presentations

7. Recognition of Citizens for Input Purposes

8. Reports/News

- A. High School Principal's Report
- B. Elementary Principal/Activities Director's Report

C. Superintendent's Report

- 1) School Reopening Survey for Families

D. Board Committee Reports

- 1) Lake Agassiz Education Cooperative

9. Removal of Consent Items for Discussion

10. Approval of Consent Items

Action(s):

Vote to approve the consent agenda items. This motion, made by Leslie Shirek and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

A. Personnel

- 1) Marlene Flenner's Resignation as an Administrative Assistant

- 2) Lane Change for Marissa Lind from BA +30 to MA

Discussion: Vote to approve a lane change for Marissa Lind from BA +30 to MA.

- 3) Lane Change for Laura Jorud from MA +10 to MA +20

- 4) Hire Jennifer Gylland as a Co-director of the Musical

- 5) Hire Alissa Nibbe as a Co-director of the Musical

- 6) Hire Randy Trowbridge as the All Cheer Teams Coach

- 7) Hire Bryan Strand as Head Football Coach for the 2020 Season

- 8) Hire Phil Trowbridge as an Assistant Football Coach for the 2020 Season

- 9) Hire Nathan Strand as an Assistant Football Coach for the 2020 Season
 - 10) Hire Nick Paur as the 9th Grade Football Coach for the 2020 Season
 - 11) Hire Matt Askegaard as an 8th Grade Football Coach for the 2020 Season
 - 12) Hire Stacy Martz as an 8th Grade Football Coach for the 2020 Season
 - 13) Hire Scott Amundson as the 7th Grade Football Coach for the 2020 Season
 - 14) Hire Tracy Hinsz as a 7th Grade Football Coach for the 2020 Season
 - 15) Hire Megan Askegaard as the Head Volleyball Coach for the 2020 Season
 - 16) Hire McKinzie Tangen as an Assistant Volleyball Coach for the 2020 Season
 - 17) Hire Maggie Stickney as an Assistant Volleyball Coach for the 2020 Season
 - 18) Hire Jackie Marquardt as the 8th Grade Volleyball Coach for the 2020 Season
 - 19) Hire Janet Rasmussen as the 7th Grade Volleyball Coach for the 2020 Season
 - 20) Hire Matt Samuelson as a Summer Recreation Babe Ruth Coach
 - 21) Pay Jack Trowbridge Full Compensation as a Summer Recreation Babe Ruth Coach
 - 22) Pay Nicole Herbranson Full Compensation as a Summer Recreation 14U Softball Coach
 - 23) Pay Aaron Schindler Full Compensation as a Summer Recreation 18U Softball Coach
 - 24) Pay Julie Boom Full Compensation as a Summer Recreation Youth Softball Coordinator
- B. Volunteers
- 1) Approve Marty Gray as a Volunteer Babe Ruth Coach for Summer 2020
 - 2) Approve Craig Samuelson as a Volunteer Babe Ruth Coach for Summer 2020
 - 3) Approve Phil Trowbridge as a Volunteer Babe Ruth Coach for Summer 2020
 - 4) Approve Dain Biewer as a Volunteer Football Coach for the 2020-21 Season
 - 5) Approve Ace Gregg as a Volunteer Football Coach for the 2020-21 Season
 - 6) Approve Scott Snobl as a Volunteer Football Coach for the 2020-21 Season

- C. Donations
- 1) Donation from Mission Mechanical, Inc.
 - 2) Donation from Barnesville PTO

11. New Business

- A. Dairy Products
- Action(s) :**
 Vote to approve the dairy bid secured by Moorhead Public Schools with Cass-Clay as the provider of dairy products for the 2020-21 school year. This motion, made by Marla Field and seconded by Leslie Shirek, Passed.
- Voting Detail:**

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

B. Bread Products

Action(s) :

Vote to approve the bread bid secured by Lakes Country Service Cooperative with Bimbo Bakeries as the provider of bread products for the 2020-21 school year. This motion, made by Jacob Thompson and seconded by Greg Berg, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

C. LP Gas

Action(s) :

Vote to approve the LP gas bid from Dean's Bulk Service at \$1.15 with summer option fill priced at \$0.90 for the 2020-21 school year. This motion, made by Leslie Shirek and seconded by Greg Berg, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

D. Fuel Oil #2

Action(s) :

Vote to approve the fuel oil #2 bid from Dean's Bulk Service as priced \$1.3091 per/rack average

for the 2020-21 school year. This motion, made by Ryan Lindbom and seconded by Leslie Shirek, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

E. Sanitation Services

Action(s):

Vote to approve the sanitation services bid from Fuchs Sanitation-Glyndon for an annual charge of \$20,565.27 for the 2020-21 school year. This motion, made by Marla Field and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

F. Transportation of Solid Fuel

Action(s):

Vote to approve the transportation of solid fuel bid from Kent Krueger Trucking at \$400/load beet seed for the 2020-21 school year. This motion, made by Leslie Shirek and seconded by Ryan Lindbom, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

G. Banking Services for Checking and Savings

Action(s) :

Vote to approve a two-year agreement with Midwest Bank for checking and savings services. This motion, made by Jacob Thompson and seconded by Greg Berg, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

H. Audit Service Agreement for FY20

Action(s) :

Vote to approve the engagement letter from Eide Bailly LLP for audit services for FY20. This motion, made by Greg Berg and seconded by Leslie Shirek, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

I. Long-Term Facilities Maintenance (LTFM) Plan for FY2021-30

Action(s) :

Vote to approve the resolution for the Long-Term Facilities Maintenance (LTFM) Plan for FY2021-30. This motion, made by Jacob Thompson and seconded by Dion Bredman, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg

Those opposed: None

J. Designation of an Identified Official with Authority for Education Identity Access Management

Action(s) :

Vote to approve the resolution for Designation of an Identified Official with Authority for Education Identity Access Management. The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. Board Member #1 recommends the Board authorize Dr. Jon Ellerbusch, jellerbusch@barnesville.k12.mn.us, and jonellerbusch to act as the Identified Official with Authority (IOwA) for Barnesville Public Schools 01-0146. This motion, made by Leslie Shirek and seconded by David Herbranson, Passed.

Voting Detail:

Greg Berg:	Yea
Dion Bredman:	Yea
Marla Field:	Yea
David Herbranson:	Yea
Ryan Lindbom:	Yea
Leslie Shirek:	Yea
Jacob Thompson:	Yea

Yea: 7, Nay: 0
Voting Summary:Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

K. School Resource Officer Contract for 2020-21 School Year

Action(s) :

Vote to table the School Resource Officer (SRO) contract for the 2020-21 school year. This motion, made by Greg Berg and seconded by Leslie Shirek, Tabled.

Voting Detail:

Greg Berg:	Yea
------------	-----

Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea
Voting Summary: Yea: 7, Nay: 0

L. Commissioning Services

Action(s) :

Vote to approve EDI-Dolejs for commissioning services during the construction project. This motion, made by Greg Berg and seconded by David Herbranson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Voting Summary: Yea: 7, Nay: 0

Vote to approve the pay applications. This motion, made by Greg Berg and seconded by Marla Field, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Voting Summary: Yea: 7, Nay: 0
Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

M. Project Application and Project Certification for Payment (Draw 3)

Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

N. Change Order Number 1907-6-1

Action(s) :

Vote to approve Change Order Number 1907-6-1. This motion, made by Leslie Shirek and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea

Leslie Shirek: Yea
Jacob Thompson: Yea
Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

12. Addendum

A. High School Student Handbook

Action(s):

Vote to approve the High School Student Handbook for school year 2020-21. This motion, made by Marla Field and seconded by Dion Bredman, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

B. Elementary School Student Handbook

Action(s):

Vote to approve the Elementary School Student Handbook for school year 2020-21. This motion, made by Leslie Shirek and seconded by Dion Bredman, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

13. Discussion/Information

A. First Reading of Policies

14. Dates to Remember

A. Regular School Board Meeting

- 1) Monday, August 17, 2020, 7:00 PM, Barnesville High School

B. MSEA Negotiations

- 1) Thursday, July 23, 2020, 3:00 PM, Barnesville High School

C. Buildings and Grounds Committee Meeting

- 1) Tuesday, July 21, 2020, 9:00 AM, Barnesville High School

- 2) Tuesday, July 28, 2020, 9:00 AM, Barnesville High School
- 3) Tuesday, August 4, 2020, 9:00 AM, Barnesville High School
- 4) Tuesday, August 11, 2020, 9:00 AM, Barnesville High School

15. **Adjournment**

Action(s) :

Vote to adjourn the board meeting at 9:23 PM.
This motion, made by Leslie Shirek and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg:	Yea
Dion Bredman:	Yea
Marla Field:	Yea
David Herbranson:	Yea
Ryan Lindbom:	Yea
Leslie Shirek:	Yea
Jacob Thompson:	Yea

Yea: 7, Nay: 0
Voting Summary: Discussion: All in favor: Bredman, Field, Herbranson, Thompson, Shirek, Lindbom, Berg
Those opposed: None

Board Secretary

Special School Board Meeting

Monday, August 3, 2020 7:00 PM

Barnesville High School, 302 3rd Street South, Barnesville, MN 56379

1. Call to Order

Discussion: The meeting was called to order by Chair Bredman at 7:00 PM

2. Roll Call

Discussion: Board Members present: Dion Bredman, Marla Field, Ryan Lindbom, Greg Berg, Leslie Shirek, David Herbranson and Jacob Thompson arrived late at 7:04 PM.

Guests present: Susan Yeske, Jon Yeske, Shannon Jablonsky, Jen Pickett, Trish Kevorkian, Kris Kevorkian, Chris Messer, Angela Ernst, Lindsay McLeod, Randi Trowbridge, Phil Seefeldt, Dean Ernst, Ryan Beattie, Mike Rietz, Lisa Bielejeski, Char Tharaldson, Jeff Tharaldson, Todd Henrickson, Bryan Strand

3. Pledge of Allegiance

4. Approval of Agenda

Action(s):

Vote to approve the agenda as presented/amended. This motion, made by Greg Berg and seconded by Leslie Shirek, Passed.

Voting Detail:

Greg Berg:	Yea
Dion Bredman:	Yea
Marla Field:	Yea
David Herbranson:	Yea
Ryan Lindbom:	Yea
Leslie Shirek:	Yea
Jacob Thompson:	Yea

Voting Summary: Yea: 7, Nay: 0

5. Recognition of Citizens for Input Purposes

6. New Business

A. Reopening Plan for the 2020-21 School Year

B. Teacher Workshop Days for the 2020-21 School Year

Action(s):

Vote to approve moving two teacher in-service days for the 2020-21 school year from May 2021 to August 2020. This motion, made by Jacob Thompson and seconded by Greg Berg, Passed.

Voting Detail:

Greg Berg:	Yea
Dion Bredman:	Yea
Marla Field:	Yea
David Herbranson:	Yea
Ryan Lindbom:	Yea
Leslie Shirek:	Yea
Jacob Thompson:	Yea

Voting Summary: Yea: 7, Nay: 0

C. School Resource Officer Contract for 2020-21
School Year

Action(s):

Vote to approve renewing SRO contract under option 2 presented by Chief Ernst from July 1, 2020 to December 31, 2020 with the maximum number of hours to be 574 and \$20,589. This motion, made by Greg Berg and seconded by Marla Field, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Voting Summary: Yea: 7, Nay: 0

7. **Addendum**

A. Proposal Request (PR) 5

Action(s):

Vote to approve Proposal Request (PR) 5. This motion, made by Ryan Lindbom and seconded by Leslie Shirek, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Voting Summary: Yea: 7, Nay: 0

B. Proposal Request (PR) 6

Action(s):

Vote to approve Proposal Request (PR) 6. This motion, made by Ryan Lindbom and seconded by Jacob Thompson, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Voting Summary: Yea: 7, Nay: 0

C. Proposal Request (PR) 8

Action(s):

Vote to approve Proposal Request (PR) 8. This motion, made by Jacob Thompson and seconded by Leslie Shirek, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Voting Summary: Yea: 7, Nay: 0

D. Proposal Request (PR) 11

Action(s):

Vote to authorize school board members on the buildings and grounds committee to spend up to \$46,144.93 on Proposal Request (PR) 11. This motion, made by Greg Berg and seconded by Ryan Lindbom, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Voting Summary: Yea: 7, Nay: 0

8. Closing Meeting for Annual Evaluation of Superintendent

Action(s):

Vote to close the meeting at 9:29 PM. This motion, made by Jacob Thompson and seconded by Leslie Shirek, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Voting Summary: Yea: 7, Nay: 0

9. Re-Open Meeting After Discussion on Annual Evaluation of Superintendent

Action(s):

Vote to re-open the meeting after discussion on the annual evaluation of the Superintendent. This motion, made by Greg Berg and seconded by Ryan Lindbom, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea

Jacob Thompson: Yea
Voting Summary: Yea: 7, Nay: 0

10. **Adjournment**

Action(s):

Vote to adjourn the meeting at 10:20 PM. This motion, made by Jacob Thompson and seconded by Greg Berg, Passed.

Voting Detail:

Greg Berg: Yea
Dion Bredman: Yea
Marla Field: Yea
David Herbranson: Yea
Ryan Lindbom: Yea
Leslie Shirek: Yea
Jacob Thompson: Yea

Voting Summary: Yea: 7, Nay: 0

Board Secretary

TREASURER'S REPORT

		<u>2020-21</u>	<u>2019-20</u>
Book Balance 7/1/20		\$2,126,440.33	\$1,886,774.57
Receipts			
7/2/2020	98.05		
7/3/2020	144.20		
7/6/2020	53.08		
7/14/2020	38.05		
7/15/2020	353,045.90		
7/17/2020	3,489.82		
7/20/2020	19.43		
7/22/2020	610.00		
7/23/2020	698,467.93		
7/27/2020	236.50		
7/29/2020	498,280.74		
7/31/2020	620.98		
Net In Transit	(729.03)	<u>\$1,554,375.65</u>	<u>\$599,122.93</u>
		<u>\$3,680,815.98</u>	<u>\$2,485,897.50</u>
Disbursements		<u>\$2,301,588.35</u>	<u>\$901,145.01</u>
Book Balance	7/31/2020	\$1,379,227.63	\$1,726,136.07
Student Activities Balance		\$150,944.57	\$141,383.58
MSDLAF Investment		\$1,498,148.84	\$1,225,999.22
Bond 2019A Investments		\$24,778,947.03	\$0.00
Midwest Money Market		<u>\$625,320.74</u>	<u>\$618,504.26</u>
Actual Balance		<u>\$28,432,588.81</u>	<u>\$3,570,639.55</u>

FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE	BALANCE
General	\$3,504,888.75	\$653,906.98	\$1,023,283.72	\$3,135,512.01 *	\$3,303,651.39 ^
Student Activities	\$152,825.73	\$2,240.39	\$4,121.55	\$150,944.57	\$141,383.58
Food Service	\$141,779.98	\$0.00	\$13,391.77	\$128,388.21	\$61,662.70
Community Service	\$43,285.65	\$11,547.34	\$32,224.65	\$22,608.34	\$24,674.14
Building Construction	\$25,384,440.37	\$35,042.94	\$641,746.28	\$24,777,737.03	\$0.00
Debt Service	\$737,361.74	\$287,941.73	\$807,904.82	\$217,398.65	\$39,267.74
Total	<u>\$29,964,582.22</u>	<u>\$990,679.38</u>	<u>\$2,522,672.79</u>	<u>\$28,432,588.81</u>	<u>\$3,570,639.55</u>

^ Balance includes \$1,886,668 of restricted/committed funds.

^ Balance includes \$1,886,668 of restricted/committed fund (FIGURE NOT UPDATED yet)

Minnesota School District Liquid Asset Fund Plus
July 2020

Max Account	\$995,152.07
Liquid Account	\$2,996.77
Certificate of Deposit	\$500,000.00

Investment Date	Institution	Maturity Date	Rate	Investment Amount	Value at Maturity
12/2/2019	Bank Ozk, Little Rock, AR	8/28/2020	1.72%	\$100,000.00	\$101,384.03
2/10/2020	Landmark Community Bank, Collierville, TN	2/9/2021	1.65%	\$200,000.00	\$203,600.00
3/24/2020	Merrick Bank, South Jordan, UT	12/21/2020	0.88%	\$200,000.00	\$201,535.12
Total Minnesota School District Liquid Asset Fund Plus					\$1,498,148.84

Bond Proceeds Investment Summary - Barnesville ISD

07/01/2020 - 07/31/2020

Barnesville ISD 146 Agg (190700)

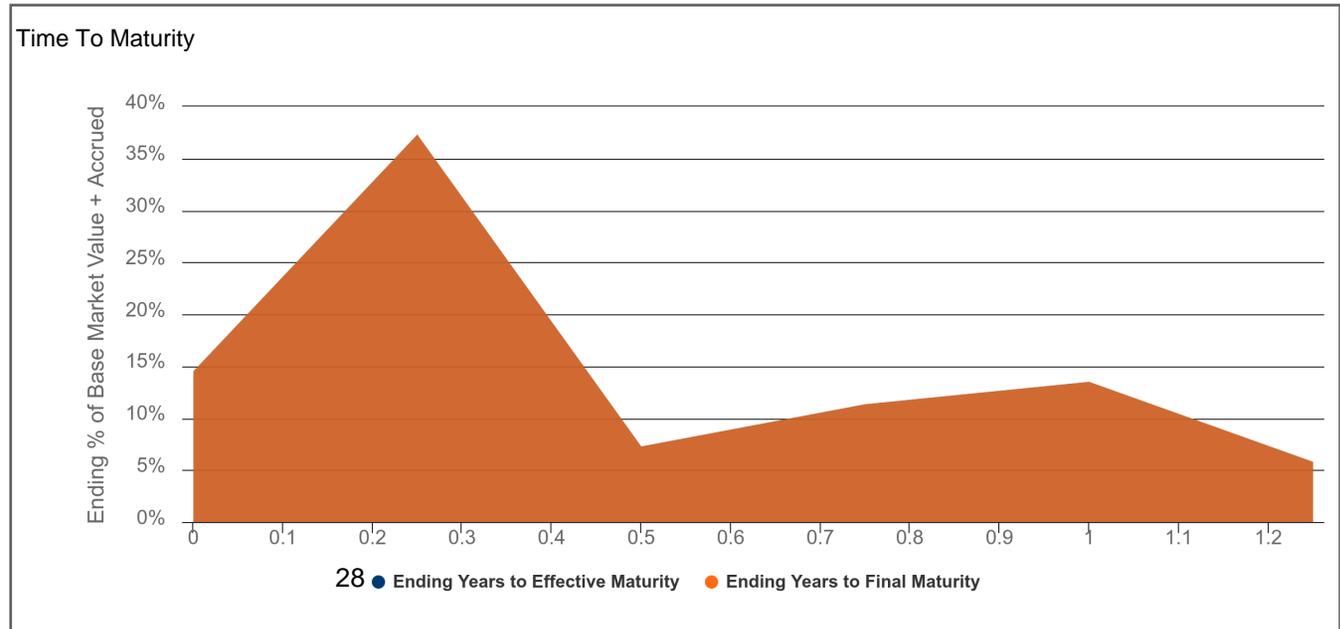
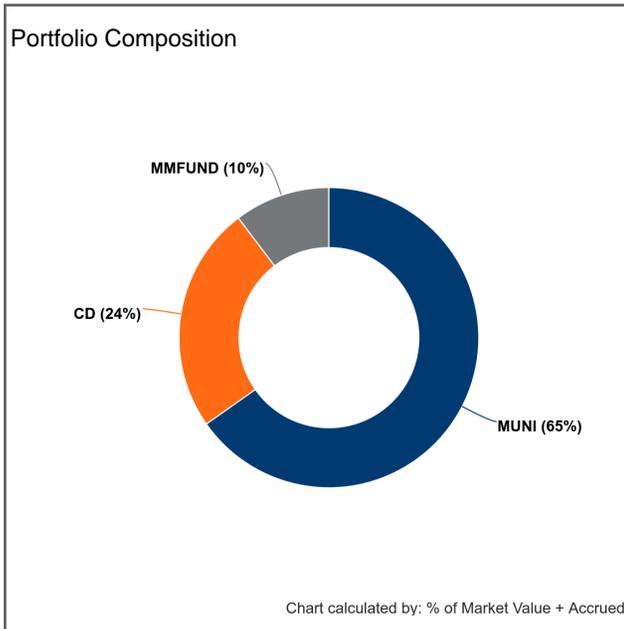
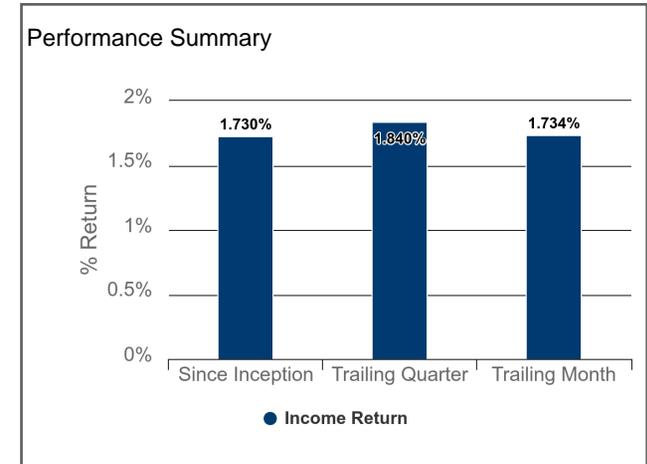
Dated: 08/12/2020

Portfolio Summary	
	<i>Portfolio</i>
Client	Barnesville ISD 146
Custodian	TD Ameritrade
Source Account	943320252
Book Value + Accrued	24,778,947.03
Net Unrealized Gain/Loss	100,800.21
Market Value + Accrued	24,879,747.24
Book Yield	1.80
Duration	0.42
S&P Rating	AA
Moody's Rating	Aa2

Footnote: 1

GAAP Income Detail	
	<i>Portfolio</i>
Account	Barnesville ISD 146 2019A
MMF Payment Received Income	628.90
Coupon Received Income	62,062.23
Realized Gain	74.44
Other Income	0.00
Total Income	62,765.57

Footnotes: 2,3



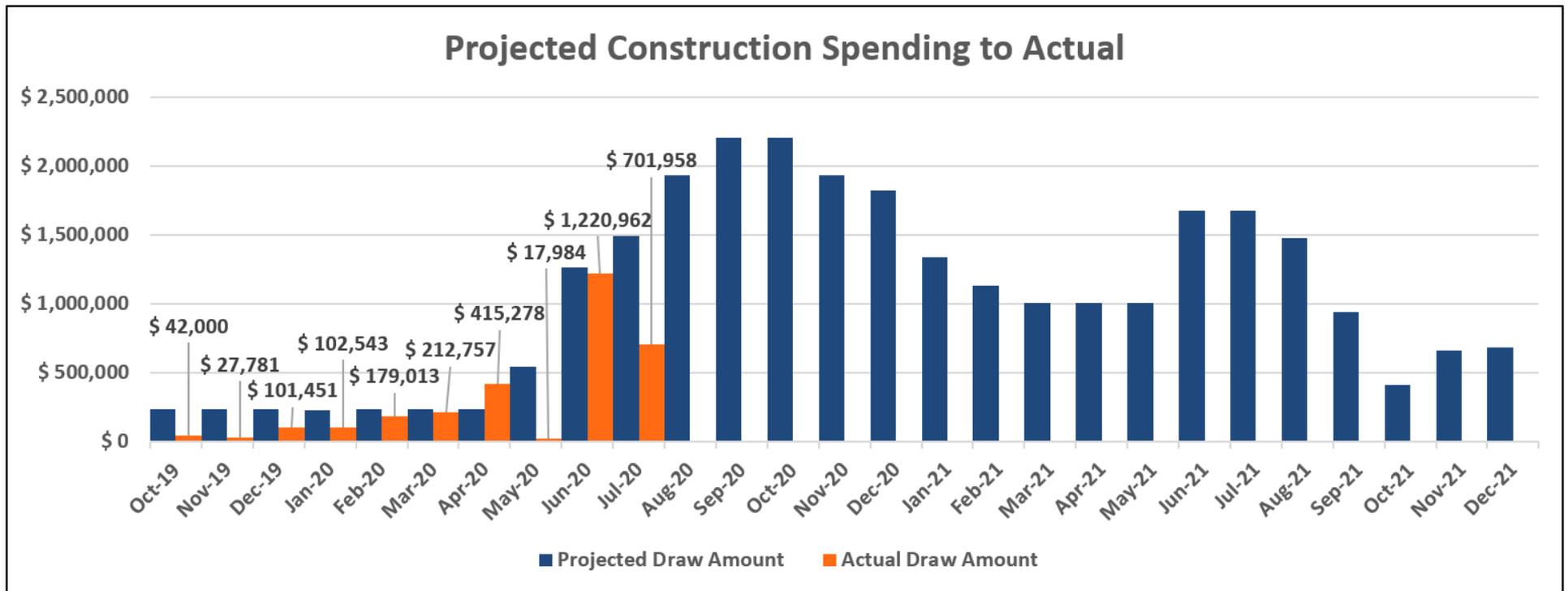
Bond Proceeds Investment Summary - Barnesville ISD

Barnesville ISD 146 Agg (190700)

07/01/2020 - 07/31/2020

Dated: 08/12/2020

1: * Weighted by: Market Value + Accrued, except Book Yield by Base Book Value + Accrued. 2: * Weighted by: Ending Market Value + Accrued. 3: * Formula Column: Total Income = [MMF Payment Received Income]+[Coupon Received Income]+[Realized Gain]+[Other Income].



Barnesville Public Schools #146
Revenue Guideline by Source
Period Ending July 31, 2020

Sequence: Fd, O/S

Description		B21 Annual Budget	Period 202101	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General Fund							
001	Levies	(1,047,910.00)	0.00	(121,459.09)	12%	0.00	12%	(926,450.91)
010	County Apport	(19,310.00)	(19.43)	(19.43)	0%	0.00	0%	(19,290.57)
019	Misc Local	(5,810.00)	0.00	0.00	0%	0.00	0%	(5,810.00)
021	Revenue from MN Dist	(111,630.00)	0.00	0.00	0%	0.00	0%	(111,630.00)
050	Fees from Patrons	(45,080.00)	(100.00)	(100.00)	0%	0.00	0%	(44,980.00)
060	Student Activity	(108,300.00)	20.00	20.00	(0%)	0.00	(0%)	(108,320.00)
061	Entry Fee	(12,700.00)	0.00	0.00	0%	0.00	0%	(12,700.00)
071	Med Assist Fr Dept of HS	(60,150.00)	0.00	0.00	0%	0.00	0%	(60,150.00)
092	Interest	(20,000.00)	(1,101.46)	(1,101.46)	6%	0.00	6%	(18,898.54)
093	Rent Facilities	(5,000.00)	0.00	0.00	0%	0.00	0%	(5,000.00)
096	Gifts/Bequests	(29,500.00)	(7,665.74)	(7,665.74)	26%	0.00	26%	(21,834.26)
099	Misc Revene	(27,520.00)	(701.06)	(701.06)	3%	0.00	3%	(26,818.94)
201	Endowment Fund Appr	(39,490.00)	0.00	0.00	0%	0.00	0%	(39,490.00)
211	Foundation Aid	(7,109,480.00)	(234,174.88)	(234,174.88)	3%	0.00	3%	(6,875,305.12)
212	Literacy Incentive Aid	(57,090.00)	0.00	0.00	0%	0.00	0%	(57,090.00)
229	Disparity Reduction	(670.00)	0.00	0.00	0%	0.00	0%	(670.00)
234	Hmstd/Ag Market Value Credit	(7,800.00)	0.00	0.00	0%	0.00	0%	(7,800.00)
317	LTFM State Aid	(50,950.00)	0.00	0.00	0%	0.00	0%	(50,950.00)
360	Spec Ed General	(684,460.00)	0.00	0.00	0%	0.00	0%	(684,460.00)
400	Title IV B	(94,270.00)	(11,446.24)	(11,446.24)	12%	0.00	12%	(82,823.76)
401	Title I Esea-A	(81,700.00)	(22,001.51)	(22,001.51)	27%	0.00	27%	(59,698.49)
619	COM Rev Producing Act (Contra)	35,000.00	0.00	0.00	0%	0.00	0%	35,000.00
620	Sale Mat-Rev Producing Act	(65,000.00)	0.00	0.00	0%	0.00	0%	(65,000.00)
621	Sale Mat-Resale Mat	(8,400.00)	123.61	123.61	(1%)	0.00	(1%)	(8,523.61)
624	Sale of Equipment	(1,500.00)	0.00	0.00	0%	0.00	0%	(1,500.00)
625	Insurance Recovery	(3,500.00)	0.00	0.00	0%	0.00	0%	(3,500.00)
01	General Fund	(9,662,220.00)	(277,066.71)	(398,525.80)	4%	0.00	4%	(9,263,694.20)
02	Food Service		30					
092	Interest	(250.00)	0.00	0.00	0%	0.00	0%	(250.00)

Barnesville Public Schools #146
Revenue Guideline by Source
Period Ending July 31, 2020

Sequence: Fd, O/S

Description		B21 Annual Budget	Period 202101	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
02	Food Service							
099	Misc Revene	(4,200.00)	0.00	0.00	0%	0.00	0%	(4,200.00)
300	State & Grants	(24,100.00)	0.00	0.00	0%	0.00	0%	(24,100.00)
471	School Lunch Fed	(35,000.00)	0.00	0.00	0%	0.00	0%	(35,000.00)
472	Free & Reduced Meals	(56,500.00)	0.00	0.00	0%	0.00	0%	(56,500.00)
473	Commodity Cash Program	(50.00)	0.00	0.00	0%	0.00	0%	(50.00)
474	Commodities	(36,380.00)	0.00	0.00	0%	0.00	0%	(36,380.00)
476	Breakfast Revenue	(15,000.00)	0.00	0.00	0%	0.00	0%	(15,000.00)
601	Type A Pupil	(255,300.00)	0.00	0.00	0%	0.00	0%	(255,300.00)
606	Type A Adult	(6,780.00)	0.00	0.00	0%	0.00	0%	(6,780.00)
02	Food Service	(433,560.00)	0.00	0.00	0%	0.00	0%	(433,560.00)
04	Community Service							
001	Levies	(56,130.00)	0.00	0.00	0%	0.00	0%	(56,130.00)
019	Misc Local	(50.00)	0.00	0.00	0%	0.00	0%	(50.00)
021	Revenue from MN Dist	(25,000.00)	0.00	0.00	0%	0.00	0%	(25,000.00)
050	Fees from Patrons	(172,150.00)	(75.00)	(75.00)	0%	0.00	0%	(172,075.00)
092	Interest	(180.00)	0.00	0.00	0%	0.00	0%	(180.00)
096	Gifts/Bequests	(24,000.00)	(500.00)	(500.00)	2%	0.00	2%	(23,500.00)
227	Abatement	(10.00)	0.00	0.00	0%	0.00	0%	(10.00)
229	Disparity Reduction	(130.00)	0.00	0.00	0%	0.00	0%	(130.00)
234	Hmstd/Ag Market Value Credit	(1,570.00)	0.00	0.00	0%	0.00	0%	(1,570.00)
258	Wetland & Native	(20.00)	0.00	0.00	0%	0.00	0%	(20.00)
300	State & Grants	(44,870.00)	0.00	0.00	0%	0.00	0%	(44,870.00)
301	Non-Public Aid	(370.00)	0.00	0.00	0%	0.00	0%	(370.00)
04	Community Service	(324,480.00)	(575.00)	(575.00)	0%	0.00	0%	(323,905.00)
06	Building Construction							
092	Interest	(275,000.00)	(35,042.94)	(35,042.94)	13%	0.00	13%	(239,957.06)
06	Building Construction	(275,000.00)	(35,042.94)	(35,042.94)	13%	0.00	13%	(239,957.06)
07	Debt Redemption		31					
001	Levies	(2,109,620.00)	0.00	0.00	0%	0.00	0%	(2,109,620.00)

**Barnesville Public Schools #146
Revenue Guideline by Source
Period Ending July 31, 2020**

Sequence: Fd, O/S

Description		B21 Annual Budget	Period 202101	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
07	Debt Redemption							
229	Disparity Reduction	(300.00)	(27.68)	(27.68)	9%	0.00	9%	(272.32)
234	Hmstd/Ag Market Value Credit	(3,300.00)	(5,174.90)	(5,174.90)	157%	0.00	157%	1,874.90
258	Wetland & Native	(29,700.00)	(89,544.10)	(89,544.10)	301%	0.00	301%	59,844.10
317	LTFM State Aid	(58,800.00)	(10,781.43)	(10,781.43)	18%	0.00	18%	(48,018.57)
07	Debt Redemption	(2,201,720.00)	(105,528.11)	(105,528.11)	5%	0.00	5%	(2,096,191.89)
	Report Totals:	(12,896,980.00)	(418,212.76)	(539,671.85)	4%	0.00	4%	(12,357,308.15)

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending July 31, 2020

Sequence: Fd, Pro

Description		B21 Annual Budget	Period 202101	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General Fund							
010	Board-Education	47,530.00	17,842.19	17,952.26	38%	0.00	38%	29,577.74
020	Office/Supt	248,990.00	19,818.42	19,818.42	8%	0.00	8%	229,171.58
050	School Admin	439,630.00	26,454.09	26,454.09	6%	13.90	6%	413,162.01
105	General Adm. Support	6,560.00	38.50	38.50	1%	0.00	1%	6,521.50
108	Administrative Tech Services	15,000.00	0.00	0.00	0%	0.00	0%	15,000.00
110	Business Services	221,400.00	38,044.95	38,044.95	17%	1,797.86	18%	181,557.19
200	Class Size Reduction	19,770.00	0.00	0.00	0%	0.00	0%	19,770.00
201	Kindergarten	342,540.00	0.00	0.00	0%	577.09	0%	341,962.91
203	Elem Ed	392,610.00	32,291.87	32,291.87	8%	9,989.75	11%	350,328.38
204	First Grade	331,420.00	0.00	0.00	0%	4,439.81	1%	326,980.19
205	Second Grade	367,880.00	0.00	0.00	0%	6,600.63	2%	361,279.37
206	Third Grade	251,320.00	0.00	0.00	0%	2,430.43	1%	248,889.57
207	Fourth Grade	290,910.00	0.00	0.00	0%	1,528.95	1%	289,381.05
208	Fifth Grade	270,960.00	0.00	0.00	0%	2,621.68	1%	268,338.32
209	Sixth Grade	210,820.00	235.48	235.48	0%	1,084.79	1%	209,499.73
211	Secondary Ed-Gen	278,440.00	43,618.74	43,627.34	16%	7,564.79	18%	227,247.87
212	Art	72,460.00	20.85	20.85	0%	631.93	1%	71,807.22
213	Agriculture - Non Vocational	17,530.00	0.00	0.00	0%	0.00	0%	17,530.00
215	Business	800.00	0.00	0.00	0%	0.00	0%	800.00
216	Educ. Disadvantaged	90,650.00	0.00	0.00	0%	0.00	0%	90,650.00
218	Gifted And Talented	16,340.00	0.00	0.00	0%	0.00	0%	16,340.00
220	English	286,850.00	0.00	0.00	0%	0.00	0%	286,850.00
230	Foreign Language	44,660.00	0.00	0.00	0%	0.00	0%	44,660.00
240	Health/Phys Ed	221,470.00	0.00	0.00	0%	0.00	0%	221,470.00
249	Dr Trg/behind Wheel	17,220.00	2,079.04	3,761.49	22%	0.00	22%	13,458.51
250	FACS	48,150.00	0.00	0.00	0%	0.00	0%	48,150.00
254	Barnesville Branderz	3,000.00	0.00	0.00	0%	0.00	0%	3,000.00
255	Industrial Educ	104,670.00	0.00	0.00	0%	0.00	0%	104,670.00
256	Mathematics	261,340.00	0.00	0.00	0%	0.00	0%	261,340.00

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending July 31, 2020

Sequence: Fd, Pro

Description		B21 Annual Budget	Period 202101	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General Fund							
258	Inst Music	66,780.00	0.00	30.53	0%	0.00	0%	66,749.47
259	Vocal Music	141,840.00	0.00	28.55	0%	594.35	0%	141,217.10
260	Science	274,850.00	99.00	99.00	0%	793.50	0%	273,957.50
261	Science - River Watch	3,800.00	0.00	28.81	1%	0.00	1%	3,771.19
270	Social-Scienc/Study	266,310.00	0.00	0.00	0%	0.00	0%	266,310.00
288	Flow Thru/Sales	23,700.00	0.00	0.00	0%	0.00	0%	23,700.00
289	Flo Thru/Sales	27,200.00	0.00	0.00	0%	0.00	0%	27,200.00
292	Boys/Girls Athletic	35,700.00	82.50	82.50	0%	0.00	0%	35,617.50
294	Boys Athletics	184,410.00	17,144.45	17,246.83	9%	6,040.34	13%	161,122.83
295	Speech/Debate	10,340.00	0.00	15.65	0%	0.00	0%	10,324.35
296	Girls Athletics	116,990.00	0.00	41.18	0%	2,558.33	2%	114,390.49
298	Extra-Curricular	67,280.00	665.82	710.58	1%	4,392.95	8%	62,176.47
299	Concessions	31,710.00	0.00	0.00	0%	0.00	0%	31,710.00
301	Agriculture	91,700.00	275.00	306.69	0%	0.00	0%	91,393.31
331	Consumer Homemaking	47,340.00	0.00	18.80	0%	0.00	0%	47,321.20
341	Business and Office Education	160,490.00	0.00	0.00	0%	0.00	0%	160,490.00
400	General Special Education	300.00	0.00	0.00	0%	0.00	0%	300.00
401	Speech/Lang.impaired	129,860.00	0.00	0.00	0%	0.00	0%	129,860.00
402	M.I.-Mild-Moderate	149,550.00	0.00	0.00	0%	0.00	0%	149,550.00
403	M.I.-Moderate-Severe	30,880.00	0.00	0.00	0%	0.00	0%	30,880.00
404	Physically Impaired	4,500.00	0.00	0.00	0%	0.00	0%	4,500.00
406	Visually Impaired	5,400.00	0.00	0.00	0%	0.00	0%	5,400.00
407	Spec Learning Disabl	190,810.00	0.00	0.00	0%	44.95	0%	190,765.05
408	Emot/Behavior Disord	204,060.00	99.00	99.00	0%	0.00	0%	203,961.00
410	Other Health Impair	208,590.00	0.00	0.00	0%	0.00	0%	208,590.00
411	Autistic	134,450.00	0.00	0.00	0%	0.00	0%	134,450.00
416	Multiple Handicap	50,080.00	0.00	0.00	0%	0.00	0%	50,080.00
420	Special Ed General	91,690.00	120.40	120.40	0%	0.00	0%	91,569.60
430	Homebound	1,260.00	0.00	0.00	0%	0.00	0%	1,260.00

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending July 31, 2020

Sequence: Fd, Pro

Description		B21 Annual Budget	Period 202101	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General Fund							
612	Technology	146,610.00	45,690.09	45,690.09	31%	0.00	31%	100,919.91
620	Educ.media/Library	72,930.00	2,145.60	2,145.60	3%	97.50	3%	70,686.90
625	Audio/Visual Dept.	300.00	0.00	0.00	0%	0.00	0%	300.00
630	Instruc-Related Technology	57,990.00	1,200.00	1,200.00	2%	564.50	3%	56,225.50
640	Staff Development	103,330.00	310.00	412.63	0%	0.00	0%	102,917.37
690	Other Inst Support	28,320.00	0.00	0.00	0%	0.00	0%	28,320.00
710	Counseling/Guidance	97,880.00	0.00	6.67	0%	0.00	0%	97,873.33
712	Elem Couseling & Guidance	18,460.00	0.00	0.00	0%	0.00	0%	18,460.00
720	Health Services	87,980.00	0.00	8.91	0%	14,888.92	17%	73,082.17
760	Pupil Transport	623,500.00	9,463.69	7,197.46	1%	0.00	1%	616,302.54
790	Other Pupil Services	86,260.00	250.00	250.00	0%	6,450.00	8%	79,560.00
810	Oper/Maintenance	680,980.00	55,545.98	55,550.53	8%	726.14	8%	624,703.33
811	Grounds Maint	12,560.00	1,795.25	1,795.25	14%	43.28	15%	10,721.47
812	Buildings Maint	65,450.00	11,716.00	11,716.00	18%	85.89	18%	53,648.11
813	Equip Maint	5,400.00	0.00	0.00	0%	0.00	0%	5,400.00
850	Facilities	93,010.00	76,228.49	76,228.49	82%	0.00	82%	16,781.51
865	LTFM Excl'd Costs -Pro 866,867	78,260.00	2,622.64	2,622.64	3%	578.56	4%	75,058.80
940	Prop/Other Ins	50,620.00	50,693.40	50,693.40	100%	0.00	100%	(73.40)
960	Other Non-Recurring Items	2,770.00	0.00	0.00	0%	0.00	0%	2,770.00
01	General Fund	9,985,400.00	456,591.44	456,591.44	5%	77,140.82	5%	9,451,667.74
02	Food Service							
770	Food Service	432,530.00	2,523.70	2,523.70	1%	0.00	1%	430,006.30
02	Food Service	432,530.00	2,523.70	2,523.70	1%	0.00	1%	430,006.30
04	Community Service							
505	Community Ed	65,370.00	3,039.45	3,039.45	5%	0.00	5%	62,330.55
506	Summer Recreation	74,190.00	21,899.90	21,899.90	30%	0.00	30%	52,290.10
509	Kids Club	30,390.00	0.00	0.00	0%	0.00	0%	30,390.00
580	Early Childhood	47,470.00	502.28	502.28	1%	0.00	1%	46,967.72
582	School Readiness	78,330.00	602.78	602.78	1%	0.00	1%	77,727.22

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending July 31, 2020

Sequence: Fd, Pro

Description		B21 Annual Budget	Period 202101	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
04	Community Service							
583	Preschool Screening	3,790.00	0.00	0.00	0%	0.00	0%	3,790.00
585	Youth Dev/Youth Serv	5,610.00	0.00	0.00	0%	0.00	0%	5,610.00
590	Other Community Programs	600.00	0.00	0.00	0%	0.00	0%	600.00
04	Community Service	305,750.00	26,044.41	26,044.41	9%	0.00	9%	279,705.59
06	Building Construction							
870	Bldg/Capital Improv.	20,672,210.00	641,746.28	641,746.28	3%	77,601.12	3%	19,952,862.60
06	Building Construction	20,672,210.00	641,746.28	641,746.28	3%	77,601.12	3%	19,952,862.60
07	Debt Redemption							
910	Debt Redemption	2,109,300.00	804,415.00	804,415.00	38%	0.00	38%	1,304,885.00
07	Debt Redemption	2,109,300.00	804,415.00	804,415.00	38%	0.00	38%	1,304,885.00
	Report Totals:	33,505,190.00	1,931,320.83	1,931,320.83	6%	154,741.94	6%	31,419,127.23

Barnesville Public Schools #146 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	15011			FURTHER		Wire		
				B 01 215 024	FSA			\$468.65	
	PO#:	Voucher #:	91268	Invoice	Invoice No: 39494246	7/22/2020		Paid Amt:	\$468.65
								Check Amount:	\$468.65
0146	MB	14130			NORTH DAKOTA TAX COMMISSIONER		Wire		
				B 01 215 013	State Tax			\$121.75	
	PO#:	Voucher #:	90602	Invoice	Invoice No: S2020190	7/24/2020		Paid Amt:	\$121.75
				B 01 215 013	State Tax			\$121.75	
	PO#:	Voucher #:	90705	Invoice	Invoice No: S2020200	7/24/2020		Paid Amt:	\$121.75
				B 01 215 013	State Tax			\$132.82	
	PO#:	Voucher #:	90722	Invoice	Invoice No: S2020210	7/24/2020		Paid Amt:	\$132.82
				B 01 215 013	State Tax			\$202.66	
	PO#:	Voucher #:	90858	Invoice	Invoice No: S202022S0	7/24/2020		Paid Amt:	\$202.66
				B 01 215 013	State Tax			\$135.83	
	PO#:	Voucher #:	90891	Invoice	Invoice No: S2020220	7/24/2020		Paid Amt:	\$135.83
				B 01 215 013	State Tax			\$92.80	
	PO#:	Voucher #:	91011	Invoice	Invoice No: S2020230	7/24/2020		Paid Amt:	\$92.80
				B 01 215 013	State Tax			\$92.80	
	PO#:	Voucher #:	91077	Invoice	Invoice No: S2020240	7/24/2020		Paid Amt:	\$92.80
				B 01 215 013	State Tax			\$305.80	
	PO#:	Voucher #:	91084	Invoice	Invoice No: S202024S0	7/24/2020		Paid Amt:	\$305.80
								Check Amount:	\$1,206.21
0146	MB	15011			FURTHER		Wire		
				B 01 215 024	FSA			\$46.13	
	PO#:	Voucher #:	91279	Invoice	Invoice No: 39501939	7/31/2020		Paid Amt:	\$46.13
								Check Amount:	\$46.13
0146	MB	12851			REMIT EDUCATORS BENEFIT CONSULTANTS		Wire		
				B 01 215 005	Tax Sheltered Annuities			\$1,795.53	
	PO#:	Voucher #:	91289	Invoice	Invoice No: S2020242	7/31/2020		Paid Amt:	\$1,795.53
				B 01 215 005	Tax Sheltered Annuities			\$600.03	
	PO#:	Voucher #:	91298	Invoice	Invoice No: S2021020	7/31/2020		Paid Amt:	\$600.03
								Check Amount:	\$2,395.56
0146	MB	12860			MINNESOTA TEACHERS RETIREMENT		Wire		
				B 01 215 018	TRA			\$2,971.48	
	PO#:	Voucher #:	91297	Invoice	Invoice No: S2021020	7/31/2020		Paid Amt:	\$2,971.48
				B 01 215 018	TRA			\$15,188.60	
	PO#:	Voucher #:	91288	Invoice	Invoice No: S2020242	7/31/2020		Paid Amt:	\$15,188.60
								Check Amount:	\$18,160.08

Barnesville Public Schools #146 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	12861			PUBLIC EMPLOYEES RETIREMENT		Wire		
				B 01 215 017	PERA			\$3,982.45	
	PO#:	Voucher #:	91287	Invoice	Invoice No: S2020242	7/31/2020		Paid Amt:	\$3,982.45
				B 01 215 017	PERA			\$2,915.84	
	PO#:	Voucher #:	91296	Invoice	Invoice No: S2021020	7/31/2020		Paid Amt:	\$2,915.84
								Check Amount:	\$6,898.29
0146	MB	12862			REMIT EDUCATORS BENEFIT CONSULTANTS		Wire		
				B 01 215 005	Tax Sheltered Annuities			\$291.66	
	PO#:	Voucher #:	91293	Invoice	Invoice No: S2021020	7/31/2020		Paid Amt:	\$291.66
				B 01 215 005	Tax Sheltered Annuities			\$188.71	
	PO#:	Voucher #:	91283	Invoice	Invoice No: S2020242	7/31/2020		Paid Amt:	\$188.71
								Check Amount:	\$480.37
0146	MB	14128			INTERNAL REVENUE SERVICE		Wire		
				B 01 215 010	FICA Payable			\$17,971.92	
				B 01 215 011	Federal Tax			\$8,155.97	
	PO#:	Voucher #:	91281	Invoice	Invoice No: S2020242	7/31/2020		Paid Amt:	\$26,127.89
				B 01 215 010	FICA Payable			\$7,677.24	
				B 01 215 011	Federal Tax			\$4,180.44	
	PO#:	Voucher #:	91291	Invoice	Invoice No: S2021020	7/31/2020		Paid Amt:	\$11,857.68
								Check Amount:	\$37,985.57
0146	MB	14129			MINN DEPT OF REVENUE		Wire		
				B 01 215 013	State Tax			\$1,924.20	
	PO#:	Voucher #:	91294	Invoice	Invoice No: S2021020	7/31/2020		Paid Amt:	\$1,924.20
				B 01 215 013	State Tax			\$3,832.74	
	PO#:	Voucher #:	91284	Invoice	Invoice No: S2020242	7/31/2020		Paid Amt:	\$3,832.74
								Check Amount:	\$5,756.94
0146	MB	14968			REMIT EDUCATORS BENEFIT CONSULTANTS		Wire		
				B 01 215 005	Tax Sheltered Annuities			\$2,138.16	
	PO#:	Voucher #:	91286	Invoice	Invoice No: S2020242	7/31/2020		Paid Amt:	\$2,138.16
				B 01 215 005	Tax Sheltered Annuities			\$729.43	
	PO#:	Voucher #:	91295	Invoice	Invoice No: S2021020	7/31/2020		Paid Amt:	\$729.43
								Check Amount:	\$2,867.59
0146	MB	16537			REMIT EDUCATORS BENEFIT CONSULTANTS		Wire		
				B 01 215 005	Tax Sheltered Annuities			\$291.67	
	PO#:	Voucher #:	91290	Invoice	Invoice No: S2021020	7/31/2020		Paid Amt:	\$291.67
				B 01 215 005	Tax Sheltered Annuities			\$175.01	
	PO#:	Voucher #:	91280	Invoice	Invoice No: S2020242	7/31/2020		Paid Amt:	\$175.01
								Check Amount:	\$466.68

Barnesville Public Schools #146 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	16936			REMIT EDUCATORS BENEFITS CONSULTANTS		Wire		
			B 01	215 005	Tax Sheltered Annuities			\$2,254.10	
	PO#:	Voucher #:	91282	Invoice	Invoice No: S2020242	7/31/2020		Paid Amt:	\$2,254.10
			B 01	215 005	Tax Sheltered Annuities			\$201.33	
	PO#:	Voucher #:	91292	Invoice	Invoice No: S2021020	7/31/2020		Paid Amt:	\$201.33
								Check Amount:	\$2,455.43
0146	MB	11760			LAKES COUNTRY SERVICE COOP.		Wire		
			B 01	215 026	Bc/Bs Premium			\$80,498.00	
	PO#:	Voucher #:	91302	Invoice	Invoice No: 200702270462	7/31/2020		Paid Amt:	\$80,498.00
								Check Amount:	\$80,498.00
0146	MB	15011			FURTHER		Wire		
			B 01	215 024	FSA			\$546.69	
	PO#:	Voucher #:	91363	Invoice	Invoice No: 39515553	8/12/2020		Paid Amt:	\$546.69
								Check Amount:	\$546.69
0146	MB	79885	15411		DELTA DENTAL OF MINNESOTA		Check		
			B 01	215 032	premiums			\$2,847.60	
	PO#:	Voucher #:	91266	Invoice	Invoice No: CNS0000505905	7/22/2020		Paid Amt:	\$2,847.60
								Check Amount:	\$2,847.60
0146	MB	79886	15413		FIDELITY SECURITY LIFE		Check		
			B 01	215 031	vision			\$730.09	
	PO#:	Voucher #:	91267	Invoice	Invoice No: 2529511	7/22/2020		Paid Amt:	\$730.09
								Check Amount:	\$730.09
0146	MB	79887	14996		JOHNSON, CHARLES E		Check		
			E 04	005 506 321 305 000	Softball Umpire			\$100.00	
	PO#:	Voucher #:	91269	Invoice	Invoice No: 071720	7/22/2020		Paid Amt:	\$100.00
								Check Amount:	\$100.00
0146	MB	79888	16086	remit	COLONIAL LIFE INSURANCE COMPANY		Check		
			B 01	215 029	Supplemental Insurance-Voluntary			\$204.94	
	PO#:	Voucher #:	91274	Invoice	Invoice No: 4179057-0613626	7/24/2020		Paid Amt:	\$204.94
			B 01	215 029	Supplemental Insurance-Voluntary			\$204.94	
	PO#:	Voucher #:	91275	Invoice	Invoice No: 4179057-0713559	7/24/2020		Paid Amt:	\$204.94
								Check Amount:	\$409.88
0146	MB	79889	17244		COTE, BARB		Check		
			R 01	300 289 000 060 000	Refund			\$20.00	
	PO#:	Voucher #:	91273	Invoice	Invoice No: 072020	7/24/2020		Paid Amt:	\$20.00
								Check Amount:	\$20.00

Barnesville Public Schools #146 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79890	10825		HUGHES, TRAVIS		Check		
				E 04	005 506 321 305 000	Babe Ruth umpire		\$336.00	
PO#:	Voucher #:	91270	Invoice		Invoice No: 072420	7/24/2020	Paid Amt:	\$336.00	
							Check Amount:	\$336.00	
0146	MB	79891	15395		MADISON NATIONAL LIFE		Check		
				B 01	215 027	Life & LTD		\$1,332.43	
PO#:	Voucher #:	91271	Invoice		Invoice No: August 2020	7/24/2020	Paid Amt:	\$1,332.43	
							Check Amount:	\$1,332.43	
0146	MB	79892	13597		MARCO TECHNOLOGIES LLC		Check		
				E 01	005 110 000 401 000	Konica toner		\$104.00	
				E 01	005 110 000 401 000	freight		\$10.80	
PO#:	Voucher #:	91272	Invoice		Invoice No: INV7778738	7/24/2020	Paid Amt:	\$114.80	
							Check Amount:	\$114.80	
0146	MB	79893	10225		TRAINING ROOM INC		Check		
				E 01	300 292 000 401 999	Whizzer Cleaner		\$82.50	
PO#:	Voucher #:	91276	Invoice		Invoice No: 95779	7/24/2020	Paid Amt:	\$82.50	
							Check Amount:	\$82.50	
0146	MB	79894	17257		DETROIT LAKES YOUTH BASEBALL ASSOCIATION		Check		
				E 04	005 506 321 369 000	Tournament Fee		\$150.00	
PO#:	Voucher #:	91278	Invoice		Invoice No: 072820	7/29/2020	Paid Amt:	\$150.00	
							Check Amount:	\$150.00	
0146	MB	79895	17256		DGF BASEBALL CLUB		Check		
				E 04	005 506 321 369 000	Tournament Fee		\$150.00	
PO#:	Voucher #:	91277	Invoice		Invoice No: 072820	7/29/2020	Paid Amt:	\$150.00	
							Check Amount:	\$150.00	
0146	MB	79896	14973		BOOM, CHAD		Check		
				E 04	005 506 321 305 000	Softball Ump		\$90.00	
PO#:	Voucher #:	91300	Invoice		Invoice No: 072820	7/31/2020	Paid Amt:	\$90.00	
							Check Amount:	\$90.00	
0146	MB	79897	15977		CARDMEMBER SERVICES		Check		
				E 01	005 865 352 401 999	Face Shields - JE		\$2,388.29	
				E 01	005 020 000 401 000	Zoom subscription - JE		\$16.09	
				E 01	005 640 316 366 000	Learning to Lead: Phase 1 - JE		\$115.00	
				E 01	005 640 316 366 000	Learning to Lead: Phase 2 - JE		\$195.00	
				E 01	100 050 000 820 000	MSBA Dues - TH		\$102.49	
				E 01	300 050 000 820 000	MSBA Dues - BS 40		\$102.49	
PO#:	Voucher #:	91299	Invoice		Invoice No: 385-703-11	7/31/2020	Paid Amt:	\$2,919.36	
							Check Amount:	\$2,919.36	

Barnesville Public Schools #146 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79898	10825		HUGHES, TRAVIS		Check		
				E 04	005 506 321 305 000	Baseball Ump		\$84.00	
	PO#:	Voucher #:	91301	Invoice	Invoice No: 072720	7/31/2020	Paid Amt:	\$84.00	
							Check Amount:	\$84.00	
0146	MB	79899	11239		REMIT ACME TOOLS		Check		
				E 01	300 255 000 430 000	Tools		\$24.76	
	PO#:	Voucher #:	91305	Invoice	Invoice No: 7714274	8/13/2020	Paid Amt:	\$24.76	
							Check Amount:	\$24.76	
0146	MB	79900	15412		AFLAC		Check		
				B 01	215 029	Supplemental Insurance-Voluntary		\$626.92	
	PO#:	Voucher #:	91315	Invoice	Invoice No: 035476	8/13/2020	Paid Amt:	\$626.92	
							Check Amount:	\$626.92	
0146	MB	79901	17240		AIRBORNE ATHLETICS, INC.		Check		
				E 01	300 289 000 530 000	Dr Dish Basketball Shooting Machine		\$7,570.00	
	PO#: 46800	Voucher #:	91307	Invoice	Invoice No: 7409	8/13/2020	Paid Amt:	\$7,570.00	
							Check Amount:	\$7,570.00	
0146	MB	79902	17217		ALL FINISH CONCRETE, INC		Check		
				E 06	005 870 000 520 803	Concrete		\$130,500.41	
	PO#:	Voucher #:	91465	Invoice	Invoice No: Draw #4	8/13/2020	Paid Amt:	\$130,500.41	
							Check Amount:	\$130,500.41	
0146	MB	79903	14911		REMIT AMAZON CAPITAL SERVICES		Check		
				E 01	300 211 302 530 000	1 - Seville Classics AIRLIFT 36" Electric Heigh		\$207.79	
	PO#: 46748	Voucher #:	91306	Invoice	Invoice No: 1MNG-HJ97-VC3V	8/13/2020	Paid Amt:	\$207.79	
				E 01	100 203 302 460 000	Animals in Fall		\$8.86	
				E 01	100 203 302 460 000	Shipping		\$7.98	
				E 01	100 203 302 460 000	Leaves Change Color		\$7.12	
				E 01	100 203 302 460 000	Animals in Fall		\$11.98	
				E 01	100 203 302 460 000	Leaves Change Color		\$4.99	
				E 01	100 203 302 460 000	Animals in Fall		\$5.98	
				E 01	100 203 302 460 000	Leaves Change Color		\$4.25	
				E 01	100 203 302 460 000	National Geographic Baby Animals		\$27.96	
				E 01	100 203 302 460 000	Reactions Book		\$20.22	
				E 01	100 203 302 460 000	Explore my World: Baby Animals		\$19.96	
				E 01	100 203 302 460 000	Seeds of Change		\$59.00	
				E 01	100 203 302 460 000	The Watcher		\$53.96	
	PO#: 46723	Voucher #:	91316	Invoice	Invoice No: 1W4J-43VX-PNF1	8/13/2020	Paid Amt:	\$232.26	
				E 01	100 407 740 456 000	VoicePro 10 Single Ear Professional USB Call		\$42.95	
	PO#: 46812	Voucher #:	91317	Invoice	Invoice No: 1NFV-N76T-7RWK	8/13/2020	Paid Amt:	\$42.95	

Barnesville Public Schools #146 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79903	14911	REMIT	AMAZON CAPITAL SERVICES		Check		
				E 01	100 203 302 460 000	Water Power		\$37.45	
	PO#: 46723	Voucher #:	91318	Invoice	Invoice No: 1F1C-TVKR-KC9J	8/13/2020	Paid Amt:	\$37.45	
				E 01	100 203 302 460 000	Water Power		\$7.49	
				E 01	100 203 302 460 000	Wind Power		\$31.80	
				E 01	100 203 302 460 000	Solar Power		\$39.75	
				E 01	100 203 302 460 000	Nya's Long Walk		\$47.96	
				E 01	100 203 302 460 000	Wind Power		\$15.90	
				E 01	100 203 302 460 000	Solar Power		\$7.95	
	PO#: 46723	Voucher #:	91319	Invoice	Invoice No: 1RMM-CVRV-PDK3	8/13/2020	Paid Amt:	\$150.85	
							Check Amount:	\$671.30	
0146	MB	79904	17245		BARNESVILLE AREA FIRE DEPARTMENT		Check		
				E 01	005 810 000 350 000	alaram x 2		\$350.00	
	PO#: 46818	Voucher #:	91351	Invoice	Invoice No: 7420	8/13/2020	Paid Amt:	\$350.00	
							Check Amount:	\$350.00	
0146	MB	79905	10685		BARNESVILLE BUS COMPANY, INC.		Check		
				E 04	005 506 321 360 000	Babe Ruth		\$2,061.25	
				E 04	005 506 321 360 000	SR Softball		\$1,083.00	
	PO#:	Voucher #:	91308	Invoice	Invoice No: July 2020	8/13/2020	Paid Amt:	\$3,144.25	
				E 01	005 105 000 305 000	Drug/Alcohol Test		\$147.50	
	PO#:	Voucher #:	91309	Invoice	Invoice No: 92188	8/13/2020	Paid Amt:	\$147.50	
				E 01	005 760 720 442 000	Gasoline		\$1,504.25	
	PO#:	Voucher #:	91310	Invoice	Invoice No: July 2020 Fuel	8/13/2020	Paid Amt:	\$1,504.25	
							Check Amount:	\$4,796.00	
0146	MB	79906	12156		BARNESVILLE C-STORE		Check		
				E 01	005 760 733 442 000	Gasoline		\$20.50	
	PO#:	Voucher #:	91330	Invoice	Invoice No: 5009-1	8/13/2020	Paid Amt:	\$20.50	
				E 01	005 760 733 442 000	Gasoline		\$40.41	
	PO#:	Voucher #:	91331	Invoice	Invoice No: 5054-1	8/13/2020	Paid Amt:	\$40.41	
				E 01	005 811 000 442 000	Gasoline		\$22.65	
	PO#:	Voucher #:	91332	Invoice	Invoice No: 5265-1	8/13/2020	Paid Amt:	\$22.65	
				E 01	005 760 733 442 000	Gasoline		\$32.77	
	PO#:	Voucher #:	91333	Invoice	Invoice No: 1265-2	8/13/2020	Paid Amt:	\$32.77	
				E 01	005 760 733 442 000	Gasoline		\$23.25	
	PO#:	Voucher #:	91334	Invoice	Invoice No: 5837-1	8/13/2020	Paid Amt:	\$23.25	
				E 01	005 811 000 442 000	Gasoline		\$22.00	
	PO#:	Voucher #:	91335	Invoice	Invoice No: 2574-2	42 8/13/2020	Paid Amt:	\$22.00	
				E 01	005 760 733 442 000	Gasoline		\$27.21	
	PO#:	Voucher #:	91336	Invoice	Invoice No: 6830-1	8/13/2020	Paid Amt:	\$27.21	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0146	MB	79906	12156		BARNESVILLE C-STORE		Check
				E 01 005 760 733 442 000	Gasoline		\$17.50
PO#:	Voucher #:	91337	Invoice	Invoice No: 2731-2		8/13/2020	Paid Amt: \$17.50
				E 01 005 760 733 442 000	Gasoline		\$34.60
PO#:	Voucher #:	91338	Invoice	Invoice No: 2986-2		8/13/2020	Paid Amt: \$34.60
				E 01 005 760 733 442 000	Gasoline		\$28.01
PO#:	Voucher #:	91339	Invoice	Invoice No: 3348-2		8/13/2020	Paid Amt: \$28.01
				E 01 005 760 733 442 000	Gasoline		\$22.00
PO#:	Voucher #:	91340	Invoice	Invoice No: 7495-1		8/13/2020	Paid Amt: \$22.00
				E 01 005 760 733 442 000	Gasoline		\$38.90
PO#:	Voucher #:	91341	Invoice	Invoice No: 8779-1		8/13/2020	Paid Amt: \$38.90
				E 01 005 760 733 442 000	Gasoline		\$22.00
PO#:	Voucher #:	91342	Invoice	Invoice No: 8786-1		8/13/2020	Paid Amt: \$22.00
				E 01 005 760 733 442 000	Gasoline		\$35.00
PO#:	Voucher #:	91343	Invoice	Invoice No: 88761		8/13/2020	Paid Amt: \$35.00
				E 01 005 811 000 442 000	Gasoline		\$24.75
PO#:	Voucher #:	91344	Invoice	Invoice No: 9022-1		8/13/2020	Paid Amt: \$24.75
				E 01 005 760 733 442 000	Gasoline		\$21.50
PO#:	Voucher #:	91345	Invoice	Invoice No: 5181-2		8/13/2020	Paid Amt: \$21.50
				E 01 005 760 733 442 000	Gasoline		\$32.15
PO#:	Voucher #:	91346	Invoice	Invoice No: 9240-1		8/13/2020	Paid Amt: \$32.15
				E 01 005 760 733 442 000	Gasoline		\$31.47
PO#:	Voucher #:	91347	Invoice	Invoice No: 583-1		8/13/2020	Paid Amt: \$31.47
				E 01 005 760 733 442 000	Gasoline		\$9.73
PO#:	Voucher #:	91348	Invoice	Invoice No: 6325-2		8/13/2020	Paid Amt: \$9.73
				E 01 005 760 733 442 000	Gasoline		\$19.00
PO#:	Voucher #:	91349	Invoice	Invoice No: 6356-2		8/13/2020	Paid Amt: \$19.00
				E 01 005 760 733 442 000	Gasoline		\$26.50
PO#:	Voucher #:	91350	Invoice	Invoice No: 7184-2		8/13/2020	Paid Amt: \$26.50
Check Amount:							\$551.90
0146	MB	79907	16618		BARNESVILLE DRUG & HARDWARE		Check
				E 01 005 810 000 410 000	Custodial Supplies		\$24.46
PO#:	Voucher #:	91320	Invoice	Invoice No: 34597		8/13/2020	Paid Amt: \$24.46
				E 01 005 810 000 410 000	Custodial Supplies		\$54.90
PO#:	Voucher #:	91321	Invoice	Invoice No: 34621		8/13/2020	Paid Amt: \$54.90
				E 01 005 810 000 410 000	Custodial Supplies		\$10.98
PO#:	Voucher #:	91322	Invoice	Invoice No: 34631	43	8/13/2020	Paid Amt: \$10.98
				E 01 005 810 000 410 000	Custodial Supplies		\$71.88
PO#:	Voucher #:	91323	Invoice	Invoice No: 34639		8/13/2020	Paid Amt: \$71.88

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79907	16618		BARNESVILLE DRUG & HARDWARE		Check		
				E 01 005 810 000 410 000	Custodial Supplies			\$22.99	
PO#:	Voucher #:	91324	Invoice	Invoice No:	34642	8/13/2020	Paid Amt:	\$22.99	
				E 01 005 810 000 410 000	Custodial Supplies			\$13.96	
PO#:	Voucher #:	91325	Invoice	Invoice No:	34648	8/13/2020	Paid Amt:	\$13.96	
				E 01 005 810 000 410 000	Custodial Supplies			\$5.58	
PO#:	Voucher #:	91326	Invoice	Invoice No:	34659	8/13/2020	Paid Amt:	\$5.58	
				E 01 005 810 000 410 000	Custodial Supplies			\$5.30	
PO#:	Voucher #:	91327	Invoice	Invoice No:	34683	8/13/2020	Paid Amt:	\$5.30	
				E 01 005 810 000 410 000	Custodial Supplies			\$84.38	
PO#:	Voucher #:	91328	Invoice	Invoice No:	34719	8/13/2020	Paid Amt:	\$84.38	
							Check Amount:	\$294.43	
0146	MB	79908	10025		BARNESVILLE RECORD-REVIEW		Check		
				E 01 005 105 000 380 000	Ad for Elem. Lunch/Office Aid			\$100.00	
				E 01 005 010 000 380 000	Notice - filing for School Board election			\$240.00	
				E 01 005 010 000 380 000	Ad for Bids			\$190.00	
PO#:	Voucher #:	91329	Invoice	Invoice No:	0731202	8/13/2020	Paid Amt:	\$530.00	
							Check Amount:	\$530.00	
0146	MB	79909	14973		BOOM, CHAD		Check		
				E 04 005 506 321 305 000	Softball Ump			\$90.00	
PO#:	Voucher #:	91311	Invoice	Invoice No:	080520	8/13/2020	Paid Amt:	\$90.00	
				E 04 005 506 321 305 000	Softball Ump			\$90.00	
PO#:	Voucher #:	91312	Invoice	Invoice No:	080420	8/13/2020	Paid Amt:	\$90.00	
							Check Amount:	\$180.00	
0146	MB	79910	17229		BRAUN INTERTEC CORPORATION		Check		
				E 06 005 870 000 305 889	Construction Testing			\$8,520.75	
PO#:	Voucher #:	91463	Invoice	Invoice No:	B219779	8/13/2020	Paid Amt:	\$8,520.75	
							Check Amount:	\$8,520.75	
0146	MB	79911	15055	remit	BSN SPORTS LLC		Check		
				E 01 300 296 302 530 512	Volleyball Target Challenger Item #1274424			\$345.00	
				E 01 300 296 302 530 512	Shipping Cost			\$15.00	
				E 01 300 296 302 530 512	Misc			\$0.00	
PO#: 46754	Voucher #:	91313	Invoice	Invoice No:	909416395	8/13/2020	Paid Amt:	\$360.00	
				E 01 300 296 000 401 512	Baden 15-0 Blue/White/Gray game balls			\$232.00	
				E 01 300 296 000 401 512	Lexum Composite PRactice Game volleyballs			\$585.00	
				E 01 300 296 000 401 512	COLOSSAL VOLLEYBALL CART SKU# 1274			\$175.00	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79911	15055	remit	BSN SPORTS LLC		Check		
				E 01	300 296 000 401 512	Freight		\$36.85	
	PO#: 46753	Voucher #:	91314	Invoice	Invoice No: 909416395	8/13/2020	Paid Amt:	\$1,028.85	
							Check Amount:	\$1,388.85	
0146	MB	79912	14584		CENTRAL DOOR & HARDWARE INC.		Check		
				E 06	005 870 000 520 808	Doors, Frames & Hardware		\$11,652.00	
	PO#:	Voucher #:	91468	Invoice	Invoice No: Draw #4	8/13/2020	Paid Amt:	\$11,652.00	
							Check Amount:	\$11,652.00	
0146	MB	79913	10001		CITY OF BARNESVILLE		Check		
				E 01	005 810 000 332 000	Electricity		\$4,747.13	
				E 01	005 810 000 331 000	Water-Sewage		\$1,228.50	
				E 01	005 810 000 330 000	Garbage		\$18.54	
				E 04	005 505 321 320 000	Communication		\$32.55	
				E 01	005 810 000 320 000	Communication		\$673.50	
	PO#:	Voucher #:	91354	Invoice	Invoice No: 10051605	8/13/2020	Paid Amt:	\$6,700.22	
							Check Amount:	\$6,700.22	
0146	MB	79914	10001		CITY OF BARNESVILLE		Check		
				E 06	005 870 000 305 889	Temp Electric		\$111.56	
	PO#:	Voucher #:	91462	Invoice	Invoice No: Draw #4	8/13/2020	Paid Amt:	\$111.56	
							Check Amount:	\$111.56	
0146	MB	79915	13033		CLAY COUNTY COLLABORATIVE		Check		
				E 01	200 690 000 390 000	FY20 Partnership Fee		\$100.00	
	PO#:	Voucher #:	91352	Invoice	Invoice No: 072820	8/13/2020	Paid Amt:	\$100.00	
				E 01	200 690 000 390 000	FY21 School Based Mental Health Contr.		\$6,000.00	
	PO#:	Voucher #:	91353	Invoice	Invoice No: 01201	8/13/2020	Paid Amt:	\$6,000.00	
							Check Amount:	\$6,100.00	
0146	MB	79916	17239		DAKOTA ROLLOFF SERVICES LLC		Check		
				E 06	005 870 000 305 889	Dumpsters		\$1,296.85	
	PO#:	Voucher #:	91464	Invoice	Invoice No: Draw #4	8/13/2020	Paid Amt:	\$1,296.85	
							Check Amount:	\$1,296.85	
0146	MB	79918	17261		EDI-DOLEJS		Check		
				E 06	005 870 000 305 885	Commissioning		\$1,940.00	
	PO#:	Voucher #:	91356	Invoice	Invoice No: 20-085.00-1	8/13/2020	Paid Amt:	\$1,940.00	
							Check Amount:	\$1,940.00	
0146	MB	79919	15344		EDUCATORS BENEFIT CONSULTANTS		Check		
				E 01	005 110 000 305 000	Fees For Services 45		\$57.69	
	PO#:	Voucher #:	91362	Invoice	Invoice No: 15276	8/13/2020	Paid Amt:	\$57.69	
							Check Amount:	\$57.69	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79920	17177		EICHOLTZ MASONRY INC		Check		
				E 06	005 870 000 520 804	Masonry		\$142,500.00	
PO#:	Voucher #:	91466	Invoice	Invoice No:	Draw #4	8/13/2020	Paid Amt:	\$142,500.00	
							Check Amount:	\$142,500.00	
0146	MB	79921	10052		FARMERS COOPERATIVE OIL CO		Check		
				E 01	005 811 000 442 000	Gasoline		\$21.00	
PO#:	Voucher #:	91359	Invoice	Invoice No:	8407-1	8/13/2020	Paid Amt:	\$21.00	
							Check Amount:	\$21.00	
0146	MB	79922	16663		FERGUS FALLS AREA SP ED COOP #935		Check		
				E 01	200 405 619 303 000	Sp Ed Sal Pur F Other D		\$1,413.16	
				E 01	200 405 619 366 000	Gen.trv,Meals, Rooms		\$406.42	
PO#:	Voucher #:	91303	Invoice	Invoice No:	2012	8/13/2020	Paid Amt:	\$1,819.58	
							Check Amount:	\$1,819.58	
0146	MB	79923	10060		FUCHS SANITATION, INC		Check		
				E 01	005 810 000 330 000	Garbage		\$947.81	
PO#:	Voucher #:	91358	Invoice	Invoice No:	49426	8/13/2020	Paid Amt:	\$947.81	
							Check Amount:	\$947.81	
0146	MB	79924	17232		GAST CONSTRUCTION CO INC		Check		
				E 06	005 870 000 520 806	Carpentry		\$18,240.00	
PO#:	Voucher #:	91467	Invoice	Invoice No:	Draw #4	8/13/2020	Paid Amt:	\$18,240.00	
							Check Amount:	\$18,240.00	
0146	MB	79925	14517		GATEWAY TO THE LAKES		Check		
				E 01	005 010 000 380 000	Advertising		\$595.00	
PO#:	Voucher #:	91360	Invoice	Invoice No:	06152020	8/13/2020	Paid Amt:	\$595.00	
							Check Amount:	\$595.00	
0146	MB	79926	17215		GENERATION GENIUS, INC.		Check		
				E 01	100 203 000 460 000	Year subscription to Generation Genius - ELEI		\$795.00	
PO#: 46708	Voucher #:	91357	Invoice	Invoice No:	GG0033774	8/13/2020	Paid Amt:	\$795.00	
							Check Amount:	\$795.00	
0146	MB	79927	17247		H&B SPECIALIZED PRODUCTS INC		Check		
				E 06	005 870 000 520 811	Gymnasium Equipment		\$2,232.00	
PO#:	Voucher #:	91470	Invoice	Invoice No:	Draw #4	8/13/2020	Paid Amt:	\$2,232.00	
							Check Amount:	\$2,232.00	
0146	MB	79928	10825		HUGHES, TRAVIS		Check		
				E 04	005 506 321 305 000	Summer Rec umpire		\$42.00	
PO#:	Voucher #:	91361	Invoice	Invoice No:	080520	46 8/13/2020	Paid Amt:	\$42.00	
							Check Amount:	\$42.00	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0146	MB	79929	17096		ICARE ELECTRONIC REPAIR		Check
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91367	Invoice	Invoice No: 23582		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91368	Invoice	Invoice No: 23585		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91369	Invoice	Invoice No: 23586		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91370	Invoice	Invoice No: 23587		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91371	Invoice	Invoice No: 23588		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91372	Invoice	Invoice No: 23590		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91373	Invoice	Invoice No: 23592		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91374	Invoice	Invoice No: 23593		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91375	Invoice	Invoice No: 23594		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91376	Invoice	Invoice No: 23595		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91377	Invoice	Invoice No: 23598		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91378	Invoice	Invoice No: 23599		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91379	Invoice	Invoice No: 23602		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91380	Invoice	Invoice No: 23603		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91381	Invoice	Invoice No: 23604		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91382	Invoice	Invoice No: 23605		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91383	Invoice	Invoice No: 23606		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91384	Invoice	Invoice No: 23607		47 8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91385	Invoice	Invoice No: 23608		8/13/2020	Paid Amt: \$89.00

Barnesville Public Schools #146 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0146	MB	79929	17096		ICARE ELECTRONIC REPAIR		Check
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91386	Invoice	Invoice No: 23609		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91387	Invoice	Invoice No: 23610		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91388	Invoice	Invoice No: 23611		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91389	Invoice	Invoice No: 23612		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91390	Invoice	Invoice No: 23613		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91391	Invoice	Invoice No: 23614		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91392	Invoice	Invoice No: 23618		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$189.00	
PO#:	Voucher #:	91393	Invoice	Invoice No: 23619		8/13/2020	Paid Amt: \$189.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91394	Invoice	Invoice No: 23654		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91395	Invoice	Invoice No: 23657		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91396	Invoice	Invoice No: 23661		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$114.00	
PO#:	Voucher #:	91397	Invoice	Invoice No: 23662		8/13/2020	Paid Amt: \$114.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91398	Invoice	Invoice No: 23761		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91399	Invoice	Invoice No: 23762		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91400	Invoice	Invoice No: 23763		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91401	Invoice	Invoice No: 23764		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91402	Invoice	Invoice No: 23765		8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91403	Invoice	Invoice No: 23768		48 8/13/2020	Paid Amt: \$89.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech	\$89.00	
PO#:	Voucher #:	91404	Invoice	Invoice No: 23816		8/13/2020	Paid Amt: \$89.00

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79929	17096		ICARE ELECTRONIC REPAIR		Check		
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech			\$150.00	
	PO#:	Voucher #:	91405	Invoice	Invoice No: 23817	8/13/2020	Paid Amt:		\$150.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech			\$125.00	
	PO#:	Voucher #:	91406	Invoice	Invoice No: 23819	8/13/2020	Paid Amt:		\$125.00
				E 01 005 612 000 315 000	Rprs&Maint for Comp&Tech			\$125.00	
	PO#:	Voucher #:	91407	Invoice	Invoice No: 23820	8/13/2020	Paid Amt:		\$125.00
							Check Amount:		\$3,907.00
0146	MB	79930	10508		INDEPENDENT SCHOOL DIST 846		Check		
				E 01 998 790 000 390 000	Care & Treatment Tuition			\$9,682.01	
	PO#:	Voucher #:	91304	Invoice	Invoice No: 1344	8/13/2020	Paid Amt:		\$9,682.01
							Check Amount:		\$9,682.01
0146	MB	79931	15388	remit	INNOVATIVE OFFICE SOLUTIONS LLC		Check		
				E 01 005 810 000 410 000	IVR10016 DUSTER,10OZ,6/PK,WH			\$38.76	
	PO#: 46767	Voucher #:	91364	Invoice	Invoice No: IN3032920	8/13/2020	Paid Amt:		\$38.76
				E 04 005 582 344 401 000	DIX13472 PENCILS,GOLF,72/BX,YL			\$7.03	
	PO#: 46819	Voucher #:	91365	Invoice	Invoice No: IN3058515	8/13/2020	Paid Amt:		\$7.03
				E 01 300 211 302 530 000	ALE-SH7119 - Black Shiatsu Desk Chair			\$586.30	
	PO#: 46749	Voucher #:	91366	Invoice	Invoice No: IN3047595	8/13/2020	Paid Amt:		\$586.30
							Check Amount:		\$632.09
0146	MB	79932	17266		INTEGRITY STEEL SUPPLY LLC		Check		
				E 06 005 870 000 520 805	Steel Supply			\$29,459.00	
	PO#:	Voucher #:	91474	Invoice	Invoice No: Draw #4	8/13/2020	Paid Amt:		\$29,459.00
							Check Amount:		\$29,459.00
0146	MB	79933	16615		JIFFY JONS INC		Check		
				E 06 005 870 000 401 889	Temp Toilet			\$457.50	
	PO#:	Voucher #:	91461	Invoice	Invoice No: Draw #4	8/13/2020	Paid Amt:		\$457.50
							Check Amount:		\$457.50
0146	MB	79934	14269		LAKES COUNTRY SERVICE COOP		Check		
				E 01 005 640 316 366 000	Asbestos Refresher Training - D Duval			\$95.00	
	PO#:	Voucher #:	91408	Invoice	Invoice No: 92399	8/13/2020	Paid Amt:		\$95.00
				E 01 100 640 316 366 000	PD4Me online prof devel			\$1,050.00	
				E 01 300 640 316 366 000	PD4Me online prof dev			\$1,050.00	
	PO#:	Voucher #:	91415	Invoice	Invoice No: 92330	8/13/2020	Paid Amt:		\$2,100.00
							Check Amount:		\$2,195.00
0146	MB	79935	11345		LAKESHORE	49	Check		
				E 01 100 203 302 530 000	JJ185 All-Purpose Teaching Cart			\$236.55	
				E 01 100 203 302 530 000	AA740X Black Connect & Store Book Bins - S			\$531.84	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79935	11345		LAKESHORE		Check		
				E 01	100 203 302 530 000	LC405GR Flex-Space Comfy Floor Seat - Gre		\$113.98	
				E 01	100 203 302 530 000	LC246BU Flex-Space Lounge & Learn Couch		\$720.10	
	PO#: 46775	Voucher #:	91409	Invoice	Invoice No: 2109740720	8/13/2020	Paid Amt:	\$1,602.47	
				E 01	100 207 000 460 000	GG108 Daily Language Practice Journal - Gr. .		\$285.88	
				E 01	100 207 000 460 000	EE974 Daily Math Practice Journal - Gr. 4 - Se		\$285.88	
	PO#: 46773	Voucher #:	91410	Invoice	Invoice No: 2109770720	8/13/2020	Paid Amt:	\$571.76	
				E 01	100 203 302 530 000	CD796 Classroom Document Camera		\$756.20	
	PO#: 46774	Voucher #:	91411	Invoice	Invoice No: 2109720720	8/13/2020	Paid Amt:	\$756.20	
				E 01	100 206 000 460 000	GG106 GG106 - Daily Language Practice Jou		\$326.72	
				E 01	100 206 000 460 000	DD818 DD818 - Reading Comprehension Dail		\$326.72	
				E 01	100 206 000 460 000	EE973 EE973 - Daily Math Practice Journal - (\$326.72	
	PO#: 46777	Voucher #:	91412	Invoice	Invoice No: 2109750720	8/13/2020	Paid Amt:	\$980.16	
				E 01	100 208 000 460 000	EE975 EE975 - Daily Math Practice Journal - (\$285.88	
				E 01	100 208 000 460 000	DD819 DD819 - Reading Comprehension Dail		\$285.88	
	PO#: 46776	Voucher #:	91413	Invoice	Invoice No: 2109780720	8/13/2020	Paid Amt:	\$571.76	
				E 01	100 204 000 460 000	GG184 Sight-Word Daily Activity Journal - Set		\$189.95	
				E 01	100 204 000 460 000	RR630 Draw & Write Journal - Set of 10		\$296.32	
	PO#: 46809	Voucher #:	91414	Invoice	Invoice No: 2795540820	8/13/2020	Paid Amt:	\$486.27	
								Check Amount:	\$4,968.62
0146	MB	79936	17218		LANDWEHR CONSTRUCTION INC		Check		
				E 06	005 870 000 520 831	Earthwork & Site Utilities		\$123,144.15	
	PO#:	Voucher #:	91473	Invoice	Invoice No: Draw #4	8/13/2020	Paid Amt:	\$123,144.15	
								Check Amount:	\$123,144.15
0146	MB	79937	16923		REMIT LEARNING CITY		Check		
				E 01	100 205 000 460 000	Premium Subscription		\$221.40	
	PO#: 46771	Voucher #:	91416	Invoice	Invoice No: LC-00012491	8/13/2020	Paid Amt:	\$221.40	
				E 01	100 204 000 460 000	Spelling City Student		\$210.60	
	PO#: 46779	Voucher #:	91417	Invoice	Invoice No: LC-00014949	8/13/2020	Paid Amt:	\$210.60	
								Check Amount:	\$432.00
0146	MB	79938	17268		MAAC INC		Check		
				E 06	005 870 000 305 886	Asbestos Abatement		\$175,876.00	
	PO#:	Voucher #:	91477	Invoice	Invoice No: 072022	8/13/2020	Paid Amt:	\$175,876.00	
								Check Amount:	\$175,876.00
0146	MB	79939	17233		MANNING MECHANICAL INC		Check		
				E 06	005 870 000 520 822	Plumbing & HVAC		\$141,171.00	
	PO#:	Voucher #:	91471	Invoice	Invoice No: Draw #4	8/13/2020	Paid Amt:	\$141,171.00	
								Check Amount:	\$141,171.00

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79940	17248		MCARTHUR TILE CO		Check		
				E 06	005 870 000 520 809	Tilework		\$3,705.00	
PO#:	Voucher #:	91469	Invoice	Invoice No:	Draw #4	8/13/2020	Paid Amt:	\$3,705.00	
							Check Amount:	\$3,705.00	
0146	MB	79941	17133		MOORE ENGINEERING INC		Check		
				E 06	005 870 000 305 889	Platting		\$3,635.00	
PO#:	Voucher #:	91418	Invoice	Invoice No:	23992	8/13/2020	Paid Amt:	\$3,635.00	
							Check Amount:	\$3,635.00	
0146	MB	79942	15503		NELSON AUTO CENTER		Check		
				E 01	300 420 372 548 000	2020 Ford Van for special education		\$30,014.02	
PO#: 46906	Voucher #:	91476	Invoice	Invoice No:	Stock #F 0313	8/13/2020	Paid Amt:	\$30,014.02	
							Check Amount:	\$30,014.02	
0146	MB	79943	13784		NOVA FIRE PROTECTION, INC.		Check		
				E 01	005 865 363 305 000	invoice # 34361 annual inspection - HS		\$150.00	
PO#: 46822	Voucher #:	91419	Invoice	Invoice No:	34361	8/13/2020	Paid Amt:	\$150.00	
							Check Amount:	\$150.00	
0146	MB	79944	14824		PROTECTION SYSTEMS, INC.		Check		
				E 01	005 810 000 350 000	invoice 49239 fire alarm issue		\$203.00	
PO#: 46823	Voucher #:	91420	Invoice	Invoice No:	49239	8/13/2020	Paid Amt:	\$203.00	
							Check Amount:	\$203.00	
0146	MB	79945	16905		RA MORTON & ASSOCIATES INC		Check		
				E 06	005 870 000 305 882	CM Fee		\$27,690.00	
				E 06	005 870 000 305 885	Plan Printing & Bid Expenses		\$147.55	
				E 06	005 870 000 305 889	Safety		\$90.07	
				E 06	005 870 000 305 889	Phone/Technology		\$25.96	
				E 06	005 870 000 305 883	CM Reimburseables		\$4,000.00	
PO#:	Voucher #:	91460	Invoice	Invoice No:	Draw #4	8/13/2020	Paid Amt:	\$31,953.58	
							Check Amount:	\$31,953.58	
0146	MB	79946	17212		REAL OT SOLUTIONS		Check		
				E 01	100 205 000 460 000	webinar for 4 teachers		\$600.00	
				E 01	100 205 000 460 000	second grade teacher manual		\$434.00	
				E 01	100 205 000 460 000	Magnetic Rectasquare Board Kit		\$841.00	
				E 01	100 205 000 460 000	Master guide		\$62.50	
				E 01	100 205 000 460 000	Alphatrangles		\$99.00	
				E 01	100 205 000 460 000	10.5% shipping		\$213.83	
PO#: 46784	Voucher #:	91427	Invoice	Invoice No:	8077	8/13/2020	Paid Amt:	\$2,250.33	
							Check Amount:	\$2,250.33	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79947	12663	remit	REALLY GOOD STUFF LLC		Check		
				E 01	100 203 302 530 000	159790WH Mail Center 1 Black Classroom or		\$166.24	
	PO#: 46778	Voucher #:	91424	Invoice	Invoice No: 7287195	8/13/2020	Paid Amt:	\$166.24	
				E 01	100 203 302 530 000	160074BK Classroom Stacking Bins		\$162.42	
				E 01	100 203 302 530 000	160103PU Durable Book And Binder Holders		\$156.72	
	PO#: 46755	Voucher #:	91425	Invoice	Invoice No: 7287194	8/13/2020	Paid Amt:	\$319.14	
							Check Amount:	\$485.38	
0146	MB	79948	10166		REGION I		Check		
				E 01	100 620 302 470 000	Media Resources		\$16.39	
				E 01	300 620 302 470 000	Media Resources		\$16.39	
	PO#:	Voucher #:	91423	Invoice	Invoice No: 9163-1	8/13/2020	Paid Amt:	\$32.78	
							Check Amount:	\$32.78	
0146	MB	79949	14314	remit	RICK'S TIRE & TOWING		Check		
				E 01	005 760 733 350 000	invoice # 8905 front tire mazda repair		\$0.00	
				E 01	005 760 733 350 000	invoice # 8896 wiper fluid moter wiper fluid		\$180.00	
	PO#: 46824	Voucher #:	91429	Invoice	Invoice No: 8896	8/13/2020	Paid Amt:	\$180.00	
				E 01	005 760 733 350 000	invoice # 8905 front tire mazda repair		\$30.00	
	PO#: 46824	Voucher #:	91430	Invoice	Invoice No: 8905	8/13/2020	Paid Amt:	\$30.00	
				E 01	005 760 733 350 000	invoice # 8923 tire repair mazda		\$30.00	
	PO#: 46824	Voucher #:	91431	Invoice	Invoice No: 8923	8/13/2020	Paid Amt:	\$30.00	
							Check Amount:	\$240.00	
0146	MB	79950	10471	REMIT	RIDDELL / ALL AMERICAN SPORTS CORP		Check		
				E 01	300 294 000 401 502	10 Speed Icon helmets 8 large 2 medium flat p		\$2,722.50	
				E 01	300 294 000 401 502	shoulder pads Power SPX Riddell FB/LB pads		\$2,350.00	
				E 01	300 294 000 401 502	shipping		\$274.45	
	PO#: 46757	Voucher #:	91426	Invoice	Invoice No: 60408864	8/13/2020	Paid Amt:	\$5,346.95	
							Check Amount:	\$5,346.95	
0146	MB	79951	14553		ROCHESTER TELECOM SYSTEMS		Check		
				E 01	005 810 000 320 000	Communication		\$13.86	
				E 04	005 505 321 320 000	Communication		\$2.84	
	PO#:	Voucher #:	91422	Invoice	Invoice No: 072220	8/13/2020	Paid Amt:	\$16.70	
							Check Amount:	\$16.70	
0146	MB	79952	17216		ROZZY LEARNING COMPANY		Check		
				E 01	100 203 000 460 000	Rozzy Subscription for Teachers per year		\$400.00	
	PO#: 46706	Voucher #:	91428	Invoice	Invoice No: 23257	8/13/2020	Paid Amt:	\$400.00	
							Check Amount:	\$400.00	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79953	16301	remit	RSCHOOLTODAY/DISTRIBUTED WEBSITE CORPORATION		Check		
				E 01	005 630 000 401 999 Health Screening App			\$564.50	
	PO#: 46805	Voucher #:	91421	Invoice	Invoice No: 54004	8/13/2020			
								Paid Amt:	\$564.50
								Check Amount:	\$564.50
0146	MB	79954	17267		RTL CONSTRUCTION INC		Check		
				E 06	005 870 000 520 809 Gypsum System			\$22,094.15	
	PO#:	Voucher #:	91475	Invoice	Invoice No: Draw #4	8/13/2020			
								Paid Amt:	\$22,094.15
								Check Amount:	\$22,094.15
0146	MB	79955	17234		SATELLITE SHELTERS INC		Check		
				E 06	005 870 000 401 885 Mobile Office rental			\$567.00	
	PO#:	Voucher #:	91437	Invoice	Invoice No: INV419574	8/13/2020			
								Paid Amt:	\$567.00
				E 06	005 870 000 401 885 Mobile Office rental			\$3,270.00	
	PO#:	Voucher #:	91439	Invoice	Invoice No: INV404342	8/13/2020			
								Paid Amt:	\$3,270.00
								Check Amount:	\$3,837.00
0146	MB	79956	13532	remit	SCHMITT MUSIC CREDIT DEPT		Check		
				E 01	300 258 000 450 000 SR2425 VANDOREN reed Baritone Sax Tradit			\$35.90	
				E 01	300 258 000 450 000 SR243 VANDOREN reed Baritone Sax Tradit			\$35.90	
				E 01	300 258 000 450 000 SR2225 VANDOREN reed Tenor Sax Traditior			\$20.90	
				E 01	300 258 000 450 000 SR223 VANDOREN reed Tenor Sax Traditione			\$20.90	
	PO#: 46520	Voucher #:	91478	Invoice	Invoice No: 3274411	8/13/2020			
								Paid Amt:	\$113.60
								Check Amount:	\$113.60
0146	MB	79957	12665	REMIT	SCHOLASTIC INC		Check		
				E 01	100 203 302 460 000 Let's Find Out 80 Student Issues			\$460.00	
				E 01	100 203 302 460 000 Shipping			\$46.00	
	PO#: 46607	Voucher #:	91444	Invoice	Invoice No: M6922851	8/13/2020			
								Paid Amt:	\$506.00
				E 01	100 203 302 460 000 Scholastic News 1st grade			\$460.00	
				E 01	100 203 302 460 000 Shipping 10%			\$46.00	
	PO#: 46602	Voucher #:	91445	Invoice	Invoice No: m6922833	8/13/2020			
								Paid Amt:	\$506.00
				E 01	100 205 000 460 000 Scholastic News 2 set of 22			\$506.00	
				E 01	100 205 000 460 000 Science Spin 2 set of 22			\$87.12	
				E 01	100 205 000 460 000 10% shipping and handling			\$59.32	
	PO#: 46709	Voucher #:	91446	Invoice	Invoice No: M6922822	8/13/2020			
								Paid Amt:	\$652.44
								Check Amount:	\$1,664.44
0146	MB	79958	12788	REMIT2	SCHOLASTIC INC BOOK CLUB		Check		
				E 01	300 260 000 430 000 Total for Science Scholastic Book Order			\$791.78	
	PO#: 46700	Voucher #:	91441	Invoice	Invoice No: 60079857	8/13/2020			
								Paid Amt:	\$791.78
								Check Amount:	\$791.78

Barnesville Public Schools #146 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79959	12788		REMIT2 SCHOLASTIC INC BOOK CLUB		Check		
				E 01	100 288 000 430 000	Classroom Books		\$65.32	
				E 01	100 288 000 430 000	Classroom books		\$0.02	
	PO#: 45929	Voucher #:	91432	Invoice	Invoice No: 21649874	8/13/2020	Paid Amt:	\$65.34	
							Check Amount:	\$65.34	
0146	MB	79960	12974		REMIT SCHOLASTIC INC.		Check		
				E 01	100 207 000 460 000	Scholastic News Grade 4		\$158.13	
	PO#: 46786	Voucher #:	91443	Invoice	Invoice No: 56514050	8/13/2020	Paid Amt:	\$158.13	
							Check Amount:	\$158.13	
0146	MB	79961	14022		SCHOOL NURSE SUPPLY, INC.		Check		
				E 01	100 720 000 401 000	299 School Nurse Hot/Cold Pack & SNS Note		\$0.00	
				E 01	100 720 000 401 000	35216 Huggies Simply Clean Baby Wipes		\$87.75	
				E 01	100 720 000 401 000	18267 Eye Pads (10/Bag)		\$2.49	
				E 01	100 720 000 401 000	25420 Bausch and Lomb Soft Contact Solution		\$5.95	
				E 01	100 720 000 401 000	4459 J&J Hurt-Free Antiseptic Wash		\$8.98	
				E 01	100 720 000 401 000	5842 Curad Children's Adhesive Bandages-Kn		\$4.60	
				E 01	100 720 000 401 000	5810 Curad Assorted Adhesive Bandages-Flex		\$2.95	
				E 01	100 720 000 401 000	14120 Cotton Swabs (500-ct)		\$2.99	
				E 01	100 720 000 401 000	14432 Tongue Depressors-Junior Non-Sterile		\$2.39	
				E 01	100 720 000 401 000	36660 ThermoScan Pro 4000 & 3000-Probe C		\$99.00	
				E 01	100 720 000 401 999	06420 Hayard Purple Nitrile Powder Free Exar		\$38.55	
				E 01	100 720 000 401 000	6390 Curity Plastic Bandages- 1" x 3" (3600/P		\$114.00	
				E 01	100 720 000 401 000	Shipping		\$19.95	
	PO#: 46787	Voucher #:	91442	Invoice	Invoice No: 0797763-IN	8/13/2020	Paid Amt:	\$389.60	
				E 01	300 720 000 401 000	199 School Nurse Hot/Cold Pack		\$0.00	
				E 01	300 720 000 401 000	34217 Slant Tip Forceps - 3 1/2"		\$2.25	
				E 01	300 720 000 401 000	36660 ThermoScan Pro 4000 & 3000 - Probe		\$99.00	
				E 01	300 720 000 401 000	15840 3M Coban Self-Adherent Wrap - 4" x 5		\$8.18	
				E 01	300 720 000 401 000	25420 Bausch and Lomb Soft Contact Solution		\$5.95	
				E 01	300 720 000 401 000	89430 Deluxe Pulse Oximeter		\$39.50	
				E 01	300 720 000 401 000	35900 Fingernail Clippers		\$1.49	
				E 01	300 720 000 401 000	72451 Littmann Lightweight II S.I. Stethoscopy		\$65.00	
				E 01	300 720 000 401 000	Shipping		\$17.50	
	PO#: 46802	Voucher #:	91438	Invoice	Invoice No: 0799081-IN	8/13/2020	Paid Amt:	\$238.87	
							Check Amount:	\$628.47	
0146	MB	79962	11245		REMIT SCHOOL SPECIALTY		Check		
				E 01	005 110 000 401 000	1574771 Post-it Super Sticky Pop-Up Notes, 3		\$16.89	
				E 01	005 110 000 401 000	081763 Sharpie Accent Smear Guard Non-Tox		\$12.90	
	PO#: 46734	Voucher #:	91451	Invoice	Invoice No: 208125293882	8/13/2020	Paid Amt:	\$29.79	

Barnesville Public Schools #146 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79962	11245	REMIT	SCHOOL SPECIALTY		Check		
				E 01	100 205 000 460 000	085327 School Smart Chart Tablet, 24 x 32 in,		\$19.47	
				E 01	100 205 000 460 000	1494942 Tops Primary Journal for Handwriting		\$170.72	
				E 01	100 205 000 460 000	1494939 Tops Wide Ruled Composition Book,		\$79.80	
	PO#: 46785	Voucher #:	91452	Invoice	Invoice No: 208125495250	8/13/2020	Paid Amt:	\$269.99	
							Check Amount:	\$299.78	
0146	MB	79963	11878		SCHRITZ PLUMBING & HEATING		Check		
				E 01	005 811 000 420 000	stop kits		\$43.28	
	PO#: 46796	Voucher #:	91449	Invoice	Invoice No: 047856	8/13/2020	Paid Amt:	\$43.28	
							Check Amount:	\$43.28	
0146	MB	79964	11442	remit	SHERWIN-WILLIAMS COMPANY		Check		
				E 01	005 810 000 410 000	paint for efus outside trans. # 3164-7		\$304.28	
	PO#: 46827	Voucher #:	91440	Invoice	Invoice No: 7291-5	8/13/2020	Paid Amt:	\$304.28	
				E 01	005 812 000 420 000	#6733-7 paint for goal post at practice field		\$85.89	
	PO#: 46797	Voucher #:	91450	Invoice	Invoice No: 6733-7	8/13/2020	Paid Amt:	\$85.89	
							Check Amount:	\$390.17	
0146	MB	79965	17213	REMIT	SIMPLY SKILLED IN SECOND INC		Check		
				E 01	100 205 000 460 000	Bloom Subscription		\$668.00	
	PO#: 46764	Voucher #:	91433	Invoice	Invoice No: 500D3F9C-0001	8/13/2020	Paid Amt:	\$668.00	
							Check Amount:	\$668.00	
0146	MB	79966	10140		STEIN'S INC		Check		
				E 01	005 810 302 530 000	order # 856641 karcher mister		\$3,696.00	
				E 01	005 810 302 530 000	freight		\$4.00	
	PO#: 46678	Voucher #:	91459	Invoice	Invoice No: 856641	8/13/2020	Paid Amt:	\$3,700.00	
				E 01	005 810 000 410 999	order # 862520 facility wipes		\$143.20	
				E 01	005 810 000 410 999	floor stands		\$633.35	
				E 01	005 810 000 410 999	center pull dispenser		\$110.52	
				E 01	005 810 000 410 999	hand sanitizer		\$985.90	
				E 01	005 810 000 410 999	h2orange2 envirox		\$559.32	
				E 01	005 810 000 410 999	bottel sprayers		\$14.44	
				E 01	005 810 000 410 999	Misc freight		\$4.00	
	PO#: 46900	Voucher #:	91436	Invoice	Invoice No: 862520	8/13/2020	Paid Amt:	\$2,450.73	
				E 01	005 810 000 410 000	order # 861414 mint bowl cleaner		\$48.38	
				E 01	005 810 000 410 000	Misc freight		\$4.00	
	PO#: 46798	Voucher #:	91447	Invoice	Invoice No: 861414	8/13/2020	Paid Amt:	\$52.38	
				E 01	005 810 000 410 000	Misc freight		\$4.00	
	PO#:	Voucher #:	91448	Invoice	Invoice No: 861199	55 8/13/2020	Paid Amt:	\$4.00	
							Check Amount:	\$6,207.11	

Barnesville Public Schools #146

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79967	10141		SUPREME SCHOOL SUPPLY CO.		Check		
				E 01	300 211 000 401 000	PHRMN1SR2 STUDENT HEALTH RECORD 1		\$21.55	
				E 01	300 211 000 401 000	Freight		\$15.35	
		PO#: 46722	Voucher #: 91434	Invoice	Invoice No: 116918	8/13/2020	Paid Amt:	\$36.90	
							Check Amount:	\$36.90	
0146	MB	79968	15177	remit	SWANK MOVIE LICENSING USA		Check		
				E 01	005 110 000 820 000	Public Performance Site License		\$936.00	
		PO#:	Voucher #: 91435	Invoice	Invoice No: 2891883	8/13/2020	Paid Amt:	\$936.00	
							Check Amount:	\$936.00	
0146	MB	79969	16215	remit	TEACHER SYNERGY LLC		Check		
				E 01	100 203 000 460 000	Erosion Stations: A Big Science Stations Unit		\$6.00	
				E 01	100 203 000 460 000	Water Cycle Activities! Cut-and-Paste and Fill-		\$3.00	
				E 01	100 203 000 460 000	Weather & Water Cycle: Passages		\$9.00	
				E 01	100 203 000 460 000	Landforms, Volcanoes, Earth's Layers, Plate T		\$19.00	
				E 01	100 203 000 460 000	Reading Comprehension Passages and Quesi		\$10.00	
				E 01	100 203 000 460 000	NGSS Bundle Weather and Climate for Middle		\$41.68	
				E 01	100 203 000 460 000	Small Group Science: Force & Energy		\$7.95	
				E 01	100 203 000 460 000	Electricity and Magnetism Unit		\$12.50	
				E 01	100 203 000 460 000	Inheritance of Traits 5E Unit Plan for Third Gra		\$9.90	
				E 01	100 203 000 460 000	Earth's Atmosphere Informational & Nonfiction		\$3.00	
				E 01	100 203 000 460 000	Weathering and Erosion Bundle		\$8.00	
				E 01	100 203 000 460 000	Water Cycle Experiments, Activities, Word Wa		\$2.00	
				E 01	100 203 000 460 000	Processing Fee		\$2.99	
		PO#: 46703	Voucher #: 91456	Invoice	Invoice No: 119110501	8/13/2020	Paid Amt:	\$135.02	
				E 01	100 209 000 430 000	Reading Games Upper Elementary Reading		\$10.00	
				E 01	100 209 000 430 000	Writing Prompts for Google Classroom Distar		\$12.00	
				E 01	100 209 000 430 000	Reader's Response Letters {5th Grade Comm		\$6.00	
				E 01	100 209 000 430 000	Reading Centers for 4th and 5th Grade {Fiction		\$5.00	
				E 01	100 209 000 430 000	Classroom Seating Chart Attendance, Grade 5		\$2.49	
				E 01	100 209 000 430 000	Meet The Teacher Night		\$2.50	
				E 01	100 209 000 430 000	Greek and Latin Root of the Week {Rolodex &		\$8.00	
				E 01	100 209 000 430 000	Book Club Project: Great for ANY novel & Dist		\$1.50	
				E 01	100 209 000 430 000	Solar System Persuasive Writing Project for D		\$1.50	
				E 01	100 209 000 430 000	Donut Themed Back To School Night Welcom		\$1.00	
				E 01	100 209 000 430 000	Donut Lovin' Fonts: The Glazed Collection		\$3.00	
				E 01	100 209 000 430 000	Informational Reading Centers for 4th and 5th		\$5.00	
				E 01	100 209 000 430 000	Freight	56	\$2.99	
		PO#: 46889	Voucher #: 91454	Invoice	Invoice No: 122570913	8/13/2020	Paid Amt:	\$60.98	
							Check Amount:	\$196.00	

Barnesville Public Schools #146 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0146	MB	79970	14873	REMIT	TIERNEY BROTHERS INC		Check		
				E 06 005 870 000 530 887	Lift Gate Surcharge			\$150.00	
				E 06 005 870 000 530 887	CTImpactPLUS 65" Interactive Panel			\$5,784.00	
				E 06 005 870 000 530 887	Freight			\$200.00	
	PO#: 46806	Voucher #:	91455	Invoice	Invoice No: 826409	8/13/2020	Paid Amt:	\$6,134.00	
							Check Amount:	\$6,134.00	
0146	MB	79971	16833		TRA		Check		
				E 01 005 110 000 305 000	Fee			\$10.00	
	PO#:	Voucher #:	91453	Invoice	Invoice No: 430688	8/13/2020	Paid Amt:	\$10.00	
							Check Amount:	\$10.00	
0146	MB	79972	16653		VERIFIED FIRST		Check		
				E 01 005 105 000 305 000	Background Checks			\$126.50	
	PO#:	Voucher #:	91457	Invoice	Invoice No: INV-000269041	8/13/2020	Paid Amt:	\$126.50	
							Check Amount:	\$126.50	
0146	MB	79973	17254		VINCO INC		Check		
				E 06 005 870 000 520 826	Electrical			\$27,467.85	
	PO#:	Voucher #:	91472	Invoice	Invoice No: Draw #4	8/13/2020	Paid Amt:	\$27,467.85	
							Check Amount:	\$27,467.85	
0146	MB	79974	16972		XCEL ENERGY		Check		
				E 01 005 810 000 333 000	Natural Gas			\$533.74	
	PO#:	Voucher #:	91458	Invoice	Invoice No: 694184513	8/13/2020	Paid Amt:	\$533.74	
							Check Amount:	\$533.74	
0146	MB	79975	16343	remit	BRAINPOP LLC		Check		
				E 01 100 205 000 460 000	Brain Pop Jr 3 device Quote # US519187074l			\$175.00	
	PO#: 46815	Voucher #:	91481	Invoice	Invoice No: US210374	8/17/2020	Paid Amt:	\$175.00	
				E 01 100 205 000 460 000	Brain Pop JR 3 Device			\$175.00	
	PO#: 46814	Voucher #:	91482	Invoice	Invoice No: US210365	8/17/2020	Paid Amt:	\$175.00	
				E 01 100 205 000 460 000	Brainpop Jr. Subscription Renewal			\$175.00	
	PO#: 46817	Voucher #:	91483	Invoice	Invoice No: US210354	8/17/2020	Paid Amt:	\$175.00	
				E 01 100 205 000 460 000	Brainpop Jr. Classroom subscription			\$175.00	
	PO#: 46816	Voucher #:	91484	Invoice	Invoice No: US210352	8/17/2020	Paid Amt:	\$175.00	
							Check Amount:	\$700.00	
0146	MB	79976	15411		DELTA DENTAL OF MINNESOTA		Check		
				B 01 215 032	premiums			\$2,755.40	
	PO#:	Voucher #:	91355	Invoice	Invoice No: RIS0002959613	8/17/2020	Paid Amt:	\$2,755.40	
							Check Amount:	\$2,755.40	

Barnesville Public Schools #146 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0146	MB	79977	15011		FURTHER		Check
				E 01	005 110 000 305 000	Fees For Services	\$114.00
PO#:	Voucher #:	91480	Invoice	Invoice No:	15510126	8/17/2020	Paid Amt: \$114.00
							Check Amount: \$114.00
0146	MB	79978	13592		MARCO BUSINESS PRODUCTS INC		Check
				E 01	005 110 302 530 000	Konica Minolta Copier (6 month lease)	\$352.57
				E 01	300 211 302 530 000	Konica Minolta Copier (6 month lease)	\$705.14
				E 01	100 203 302 530 000	Konica Minolta Copier (6 month lease)	\$705.15
				E 01	005 110 302 530 000	Supply Freight	\$7.00
				E 01	300 211 302 530 000	Supply Freight	\$14.00
				E 01	100 203 302 530 000	Supply Freight	\$14.00
				E 01	100 203 000 401 000	Color Copies overage	\$240.35
PO#: 46791	Voucher #:	91516	Invoice	Invoice No:	421149105	8/17/2020	Paid Amt: \$2,038.21
							Check Amount: \$2,038.21
0146	MB	79979	10799	remit	MN DEPT OF LABOR & INDUSTRY		Check
				E 01	005 810 000 350 000	Boiler Fee - HS	\$60.00
PO#:	Voucher #:	91515	Invoice	Invoice No:	abr0236279x	8/17/2020	Paid Amt: \$60.00
							Check Amount: \$60.00
0146	MB	79980	10799	remit	MN DEPT OF LABOR & INDUSTRY		Check
				E 01	005 810 000 350 000	Boiler Fee - Elementary	\$40.00
PO#:	Voucher #:	91514	Invoice	Invoice No:	ABR0236278x	8/17/2020	Paid Amt: \$40.00
							Check Amount: \$40.00
0146	MB	79981	13590		WE TRAVEL PC LLC		Check
				E 01	005 630 302 305 000	Tech coordinator	\$2,375.00
PO#:	Voucher #:	91485	Invoice	Invoice No:	1041	8/17/2020	Paid Amt: \$2,375.00
							Check Amount: \$2,375.00
							Report Total: \$1,172,061.34

CLAIMS PRESENTED TO THE BOARD OF EDUCATION
Monday, August 17, 2020

Amundson, Kiana			\$118.13
	Summer Rec	\$118.13	
Bontjes, Jaida			\$132.44
	Summer Rec	\$132.44	
Boom, Julie			\$2,000.00
	Summer Rec	\$2,000.00	
Cote, Celeste			\$1,548.04
	Custodial Expense	\$1,548.04	
Ellingson, Erin			\$2,094.96
	Drivers Ed	\$2,094.96	
Fradet, Brooke			\$65.00
	School Board Expense	\$65.00	
Gylland, Kyle			\$4,301.34
	Drivers Ed	\$4,301.34	
Halverson, Grace			\$207.97
	Summer Rec	\$207.97	
Herbranson, David			\$811.60
	School Board Expense	\$811.60	
Herbranson, Nicole			\$2,546.00
	Summer Rec	\$2,546.00	
Hinsz, Tracy			\$252.00
	Summer Rec	\$252.00	
Meyer, Claire			\$1,568.26
	Custodial Expense	\$1,568.26	
Passa, Samantha			\$101.55
	Summer Rec	\$101.55	
Paur, Nicholas			\$350.00
	Summer Rec	\$350.00	
Peloubet-Messer, Christine			\$320.00
	Summer Rec	\$320.00	
Redding, Hallie			\$103.63
	Summer Rec	\$103.63	
Samuelson, Matthew			\$1,250.00
	Summer Rec	\$1,250.00	
Schindler, Aaron			\$1,250.00
	Summer Rec	\$1,250.00	
Snobl, Scott			\$210.00
	Summer Rec	\$210.00	
Strand, Bryan			\$870.00
	Summer Rec	\$870.00	
Strand, Nathan			\$350.00
	Summer Rec	\$350.00	

Suter, Chad			\$504.00
	Summer Rec		\$504.00
Thompson, Jacob			\$1,040.00
	School Board Expense		\$1,040.00
Trowbridge, Jack			\$2,546.00
	Summer Rec		\$2,546.00
Trowbridge, Philip			\$1,100.00
	Summer Rec		\$1,100.00
Tschumperlin, Jordan			\$1,331.74
	Custodial Expense		\$1,331.74
		SUBTOTAL	\$26,972.66
		TOTAL	\$26,972.66

MSDLAF TRANSFERS TO MIDWEST BANK

7/29/2020	TRANSFER	\$90,000	
7/29/2020	TRANSFER	\$400,000	
8/12/2020	TRANSFER	<u>\$500,000</u>	
	TOTAL		\$990,000.00

MIDWEST BANK CREDIT CARD EXPENDITURES

Jon Ellerbusch			
	Zoom subscription	\$16.09	\$2,714.38
	Staff Development Expense	\$310.00	
	Face Shields	<u>\$2,388.29</u>	
Todd Henrickson			\$102.49
	Dues	\$102.49	
Bryan Strand			\$102.49
	Dues	<u>\$102.49</u>	
Jodi Samuelson			\$0.00
Total Credit Card Expense			\$2,919.36

Barnesville Public Schools #146
Detail Payment Register By Check
Fund Summary

Fund Description	Total
01 General Fund	\$281,814.87
04 Community Service	\$4,318.67
06 Building Construction	\$885,927.80
Report Total	\$1,172,061.34

- 7. Appreciation, Recognition and Presentations
- 8. Recognition of Citizens for Input Purposes
- 9. Reports/News
 - A. High School Principal's Report



Barnesville High School – Board Report August 17, 2020

Past Months Events

1. Office is back to its normal operating hours, 7:30-4:00 p.m.
2. Summer school
 1. Thank you to Mr. Trowbridge for coming up with a working solution for summer school this summer
 2. Students were able to take advantage of 3 sessions plus a math session this summer, most of it being distance learning
3. Thank you to all the teachers and paras that worked hard since June coming up and working on the back to school plan. It was many days in person as well as planning and discussion time outside of school. They all did a fantastic job

Future High School Events

4. Back to school letter should go out this Wednesday
5. Back to school workshop will be on August 25-27
 1. 7th grade orientation will be done via a letter and an open house at the high school
 2. Students will be able to come in anytime during that workshop week and put things in their lockers or walk their schedules if needed, pay for lunch, etc.
6. First day of school will be on September 1
7. Picture day at the high school and elementary will be on September 14th.

**BOARD REPORT -- TODD HENRICKSON
ELEMENTARY PRINCIPAL/ACTIVITIES DIRECTOR
August 17, 2020**

	August (preliminary)	New	Moved	Distance Learning	Not Attending
Kindergarten:	76	5	1	6	1
Grade 1:	72			6	1
Grade 2:	72		2	5	1
Grade 3:	68	1	1	2	2
Grade 4:	63	6	2	7	3
Grade 5:	68	1		5	
Grade 6:	69	2	3	8	1
Total:	488	15	9	39	9

ELEMENTARY INFORMATION:

- **Thank you to all staff members who put in many hours working on and developing our Back-to-School Plan**
 - We are fortunate to have a dedicated staff
- **We are back in our Office as of last Monday**
 - Hours are 7:30-4:00
 - Teachers are able to begin moving back into their rooms this week
- **Final Summer School Numbers:**
 - K = 11 / 1st = 6 / 2nd = 6 / 3rd = 6 / 4th = 6 / 5th = 3 / 6th = 2 Total = 40
 - Thank you to Mrs. Olson, Mrs. Messer, Mrs. Meyer, and Mr. Hinsz for providing the instruction
- **Wednesday, August 19th - Elementary Packets mailed**
- **Teacher Workshops – All Staff**
 - **Tuesday, August 25th - Thursday, August, 27th**
- **Back-to-School Night - TBD**
- **Tues, Sept 1st – First Day of School**
- **Thurs, Sept 10th - Bus Safety**
- **Mon, Sept 14th – School Pictures**

ACTIVITY INFORMATION:

- **MSHSL Approved Fall Training Sessions (Handout)**
 - **Volleyball and Football Fall Training Seasons:**
 - Start Date – September 14th
 - End Date – October 3rd
 - Maximum Number of daily sessions per sport – 12
 - **Spring Sport Fall Training Seasons:**

- Start Date – October 5th
- End Date – October 24th
- Maximum Number of daily sessions per sport – 12
- **Discussion Items**
 - What is the expectation?
 - Grades 7 – 12?
 - Optional?
 - Compensation?



2020-2021

MINNESOTA STATE HIGH SCHOOL LEAGUE

MSHSL Approved Fall Training Seasons

Fall 2020

The MSHSL Board of Directors has approved the creation of optional Fall Training Seasons for volleyball, football, and MSHSL sanctioned spring sports*. These Fall Training Seasons are MSHSL sponsored programs. All MSHSL member schools have the authority to provide the entire Training Season, offer a reduced Training Season, or choose not to offer a Training Season.

Volleyball and Football Fall Training Seasons:

- Start Date—September 14
- End Date—October 3
- Maximum Number of daily sessions per sport — 12

Spring Sport Fall Training Seasons*:

- Start Date—October 5
- End Date—October 24
- Maximum Number of daily sessions per sport — 12

Each sport will have the opportunity to have an organizational meeting and distribute equipment on a date to be selected prior to their Fall Training Season.

Each sport-specific Fall Training Season provides the opportunity for high school coaches to connect with student athletes and provide sport-specific training and instruction.

- Students who participate in the Fall Training Seasons must meet all MSHSL and school eligibility requirements for participation.
- Coaches who participate in the Fall Training Seasons must meet MSHSL requirements and be certified by the school athletic administrator.
 - Required this fall: Concussion CER.
 - Required prior to competitive season: Online General Rules Meeting and Sport-specific online rules meeting.
- At the discretion of school administration, students may participate simultaneously in Approved Fall Sports and Fall Training Seasons.

The following activities or events are not allowed during the Fall Training Seasons:

- Tryouts
- Scrimmages—defined as any sport-specific training, instruction or interaction that involves members of your high school program with individuals or students who are not members of your high school program and who are not students at your school.
- Jamborees
- Competitions
- Captain's Practices

All MSHSL rules, policies and bylaws are applicable with the following exception:

Students may participate in an MSHSL Fall Training Season and also participate on a non-school team in that same sport. (Board Exception to MSHSL Bylaw 208)

Fall Training Season interpretations:

Fall Training Seasons are an approved extension of the MSHSL approved interscholastic season for each sport.

- Fall Training Seasons are considered “in season.” Coaches within the approved interscholastic season may coach their student athletes within the Fall Training Season. (Interpretation of MSHSL Bylaw 208)
- **MSHSL Coaches may not coach a non-school team during the Fall Approved Training Season.**

Additional guidance for Fall Training Seasons:

- All aspects must align with the requirements of the Minnesota Department of Education plan for return to learning, must follow the requirements from the Minnesota Department of Health's Guidance on Youth Sports, and must include the required actions identified in the Governor's Executive Orders.
- The first week of practice should focus on implementing effective protocols and routines for pre-participation screenings, effective social distancing, compliance with all health recommendations, establishment of pod limits of 25 or less, and additional actions that mitigate the spread of disease and enhance safety of students and coaches.
- Athletic programs must follow the identified protocols for students or coaches who have tested positive, are experiencing symptoms consistent with a COVID-19 diagnosis or have had exposure to an individual who has been diagnosed with COVID-19.
- For schools that are required by localized metrics to be in a distance learning mode, practices are limited to virtual contact only.

+ MSHSL Spring Sports include Girls Badminton, Baseball, Boys and Girls Golf, Boys and Girls Lacrosse, Girls Softball, Synchronized Swimming, Boys Tennis, and Boys and Girls Track and Field.

Adapted sports offered in the fall and spring seasons will be reviewed with recommendations from the Minnesota Adapted Athletic Association and seasons will be determined soon.

Allocation of CRF funds to Schools

The following table provides each district or charter school's allocation for the Coronavirus Relief Fund (CRF) funds for the support of district and charter school operations as well as student, family and staff support. This allocation is pending approval by the Legislative Advisory Commission. These funds are allocated based on the following:

- 60% operating costs - Allocated 100% by school average daily membership (ADM) as reported at year end for the 2018-19 school year.
- 40% student, family and staff support costs - Allocated 40% on ADM and 60% on the historically underserved population of students each school serves

Note that the expenditure of these funds does not need to match the 60%/40% breakdown above. These funds may be used to cover any expenses that were incurred during the period that begins on July 1, 2020, and ends on December 30, 2020.

Allocation of CRF funds to Schools - August 11, 2020

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
A.C.G.C. Public School District	138,596	36,959	46,802	222,357
ACADEMIA CESAR CHAVEZ CHARTER SCH.	88,862	23,696	92,525	205,083
ACADEMIC ARTS HIGH SCHOOL	14,515	3,871	7,755	26,141
ACHIEVE LANGUAGE ACADEMY	74,926	19,980	69,461	164,368
ADA-BORUP PUBLIC SCHOOL DISTRICT	95,066	25,351	37,563	157,979
ADRIAN PUBLIC SCHOOL DISTRICT	96,251	25,667	30,684	152,602
AFSA HIGH SCHOOL	55,900	14,907	27,515	98,322
Agamim Classical Academy	52,080	13,888	24,008	89,976

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
AITKIN PUBLIC SCHOOL DISTRICT	198,074	52,820	53,950	304,844
ALBANY PUBLIC SCHOOL DISTRICT	295,297	78,746	52,265	426,308
ALBERT LEA PUBLIC SCHOOL DISTRICT	581,891	155,171	294,367	1,031,430
ALDEN-CONGER PUBLIC SCHOOL DISTRICT	84,604	22,561	15,511	122,675
ALEXANDRIA PUBLIC SCHOOL DISTRICT	703,141	187,504	160,166	1,050,810
ANNANDALE PUBLIC SCHOOL DISTRICT	328,330	87,555	64,269	480,153
ANOKA-HENNEPIN PUBLIC SCHOOL DIST.	6,383,555	1,702,281	2,507,349	10,593,186
ARCADIA CHARTER SCHOOL	19,044	5,078	4,721	28,844
Art and Science Academy	64,549	17,213	15,983	97,745
ASHBY PUBLIC SCHOOL DISTRICT	48,201	12,854	11,667	72,721
ASPEN ACADEMY	92,504	24,668	27,582	144,753
Aspire Academy (New)	17,487	4,663	-	22,151
Athlos Academy of Saint Cloud	152,762	40,737	82,747	276,246
Athlos Leadership Academy	100,701	26,854	105,203	232,758
AUGSBURG FAIRVIEW ACADEMY	16,287	4,343	15,241	35,871
AURORA CHARTER SCHOOL	67,238	17,930	78,768	163,936
Aurora Waasakone Community of Learn	12,285	3,276	6,946	22,508
Austin Albert Lea Area Special Education Cooperativ	7,611	2,030	4,451	14,092
AUSTIN PUBLIC SCHOOL DISTRICT	848,640	226,304	524,938	1,599,882
AVALON SCHOOL	40,051	10,680	16,590	67,322

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
BADGER PUBLIC SCHOOL DISTRICT	36,771	9,806	5,665	52,242
BAGLEY PUBLIC SCHOOL DISTRICT	166,664	44,444	65,078	276,186
BARNESVILLE PUBLIC SCHOOL DIST.	148,109	39,496	22,389	209,994
BARNUM PUBLIC SCHOOL DISTRICT	119,317	31,818	28,796	179,931
BATTLE LAKE PUBLIC SCHOOL DISTRICT	72,814	19,417	17,939	110,170
Bdote Learning Center	16,644	4,438	18,815	39,897
BEACON ACADEMY	102,152	27,241	48,960	178,353
BECKER PUBLIC SCHOOL DISTRICT	481,598	128,426	83,758	693,782
BELGRADE-BROOTEN-ELROSA SCHOOL DIST	105,241	28,064	27,717	161,022
BELLE PLAINE PUBLIC SCHOOL DISTRICT	267,808	71,415	60,762	399,985
BEMIDJI PUBLIC SCHOOL DISTRICT	844,066	225,084	356,478	1,425,628
Bemidji Regional Interdist. Council	2,554	681	3,372	6,606
BENSON PUBLIC SCHOOL DISTRICT	132,280	35,275	46,937	214,492
Benton-Sterns Ed. District	15,759	4,202	14,364	34,326
BERTHA-HEWITT PUBLIC SCHOOL DIST.	81,884	21,836	28,594	132,313
BEST ACADEMY	117,567	31,351	114,780	263,698
BIG LAKE PUBLIC SCHOOL DISTRICT	507,529	135,341	123,816	766,686
Birch Grove Community School	5,224	1,393	1,720	8,337
BIRD ISLAND-OLIVIA-LAKE LILLIAN	111,573	29,753	33,180	174,506
BLACKDUCK PUBLIC SCHOOL DISTRICT	110,672	29,513	45,656	185,840

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
BLOOMING PRAIRIE PUBLIC SCHOOL DIST	128,142	34,171	25,559	187,873
BLOOMINGTON PUBLIC SCHOOL DISTRICT	1,756,228	468,327	885,665	3,110,220
BLUE EARTH AREA PUBLIC SCHOOL	175,744	46,865	55,974	278,583
BLUESKY CHARTER SCHOOL	82,133	21,902	29,201	133,236
BLUFFVIEW MONTESSORI	36,073	9,620	7,553	53,246
BRAHAM PUBLIC SCHOOL DISTRICT	124,102	33,094	35,338	192,533
BRAINERD PUBLIC SCHOOL DISTRICT	1,095,076	292,020	334,156	1,721,252
BRANDON-EVANSVILLE PUBLIC SCHOOLS	80,188	21,383	16,522	118,093
BRECKENRIDGE PUBLIC SCHOOL DISTRICT	106,823	28,486	32,640	167,949
BRIGHT WATER ELEMENTARY	25,691	6,851	14,702	47,244
BROOKLYN CENTER SCHOOL DISTRICT	416,494	111,065	308,597	836,156
BROWERVILLE PUBLIC SCHOOL DISTRICT	93,560	24,949	29,470	147,979
BROWNS VALLEY PUBLIC SCHOOL DIST.	26,912	7,177	19,355	53,443
BUFFALO LK-HECTOR-STEWART PUBLIC SC	85,811	22,883	25,559	134,253
BUFFALO-HANOVER-MONTROSE PUBLIC SCH	976,217	260,324	204,607	1,441,149
Bug-O-Nay-Ge-Shig School	28,644	7,638	28,459	64,741
BURNSVILLE PUBLIC SCHOOL DISTRICT	1,449,667	386,578	893,420	2,729,665
BUTTERFIELD PUBLIC SCHOOL DISTRICT	34,539	9,210	30,684	74,433

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
BYRON PUBLIC SCHOOL DISTRICT	358,087	95,490	48,286	501,863
CALEDONIA PUBLIC SCHOOL DISTRICT	119,767	31,938	23,334	175,039
CAMBRIDGE-ISANTI PUBLIC SCHOOL DIST	832,845	222,092	208,788	1,263,725
CAMPBELL-TINTAH PUBLIC SCHOOL DIST.	21,902	5,840	7,958	35,700
CANBY PUBLIC SCHOOL DISTRICT	95,234	25,396	23,131	143,761
CANNON FALLS PUBLIC SCHOOL DISTRICT	194,011	51,736	39,586	285,333
CANNON RIVER STEM SCHOOL	58,828	15,687	18,545	93,060
Cannon Valley Special Education Cooperataive	14,443	3,852	10,116	28,411
Career Pathways	19,720	5,259	16,455	41,434
CARLTON PUBLIC SCHOOL DISTRICT	72,845	19,425	22,457	114,727
CASS LAKE-BENA PUBLIC SCHOOLS	193,982	51,729	151,061	396,772
CEDAR MOUNTAIN SCHOOL DISTRICT	79,181	21,115	29,066	129,362
CEDAR RIVERSIDE COMMUNITY SCHOOL	21,504	5,735	24,413	51,652
CENTENNIAL PUBLIC SCHOOL DISTRICT	1,106,954	295,188	268,673	1,670,815
Central Minnesota Jt. Powers Dist.	14,214	3,790	1,720	19,725
CENTRAL PUBLIC SCHOOL DISTRICT	160,328	42,754	34,056	237,138
CHATFIELD PUBLIC SCHOOLS	146,331	39,022	18,343	203,696
CHISAGO LAKES SCHOOL DISTRICT	578,868	154,365	93,739	826,971

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
CHISHOLM PUBLIC SCHOOL DISTRICT	123,112	32,830	34,393	190,335
CHOKIO-ALBERTA PUBLIC SCHOOL DIST.	25,975	6,927	5,935	38,836
Circle of Life	33,072	8,819	21,985	63,876
City Academy	21,914	5,844	15,646	43,403
CLARKFIELD CHARTER SCHOOL	8,722	2,326	2,832	13,880
CLEARBROOK-GONVICK SCHOOL DISTRICT	77,339	20,624	29,538	127,500
CLEVELAND PUBLIC SCHOOL DISTRICT	85,765	22,871	15,983	124,619
CLIMAX-SHELLY PUBLIC SCHOOLS	36,539	9,744	15,174	61,456
CLINTON-GRACEVILLE-BEARDSLEY	53,462	14,257	13,960	81,679
CLOQUET PUBLIC SCHOOL DISTRICT	461,710	123,123	162,121	746,954
COLLEGE PREPARATORY ELEMENTARY	56,310	15,016	57,794	129,120
COLOGNE ACADEMY	109,010	29,069	14,027	152,106
COLUMBIA HEIGHTS PUBLIC SCHOOL DIST	578,363	154,230	449,745	1,182,338
COMFREY PUBLIC SCHOOL DISTRICT	24,853	6,627	7,688	39,168
COMMUNITY OF PEACE ACADEMY	129,898	34,639	118,421	282,959
COMMUNITY SCHOOL OF EXCELLENCE	223,013	59,470	235,561	518,044
COOK COUNTY PUBLIC SCHOOLS	77,315	20,617	29,943	127,875
CORNERSTONE MONTESSORI ELEMENTARY	24,056	6,415	12,274	42,745
CROMWELL-WRIGHT PUBLIC SCHOOLS	54,632	14,569	14,027	83,228

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
CROOKSTON PUBLIC SCHOOL DISTRICT	188,708	50,322	95,897	334,928
CROSBY-IRONTON PUBLIC SCHOOL DIST.	173,211	46,190	50,646	270,046
CROSSLAKE COMMUNITY CHARTER SCHOOL	44,155	11,775	12,746	68,675
CYBER VILLAGE ACADEMY	37,635	10,036	14,499	62,171
DASSEL-COKATO PUBLIC SCHOOL DIST.	371,531	99,075	70,540	541,146
DAVINCI ACADEMY	139,759	37,269	39,249	216,277
DAWSON-BOYD PUBLIC SCHOOL DISTRICT	95,050	25,347	27,717	148,114
DEER RIVER PUBLIC SCHOOL DISTRICT	152,761	40,736	95,830	289,326
DELANO PUBLIC SCHOOL DISTRICT	417,249	111,266	53,748	582,264
DETROIT LAKES PUBLIC SCHOOL DIST.	496,143	132,305	176,958	805,406
DILWORTH-GLYNDON-FELTON	269,655	71,908	66,359	407,922
Discovery Charter School	40,298	10,746	19,759	70,803
DISCOVERY PUBLIC SCHOOL FARIBAULT	8,963	2,390	4,856	16,208
Discovery Woods	20,029	5,341	6,946	32,316
DOVER-EYOTA PUBLIC SCHOOL DISTRICT	188,732	50,329	29,740	268,801
DULUTH PUBLIC SCHOOL DISTRICT	1,379,026	367,740	508,146	2,254,913
DULUTH PUBLIC SCHOOLS ACADEMY	227,318	60,618	68,854	356,791
E.C.H.O. CHARTER SCHOOL	12,010	3,203	5,193	20,406
EAGLE RIDGE ACADEMY CHARTER SCHOOL	231,071	61,619	89,423	382,112

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
EAST CENTRAL SCHOOL DISTRICT	123,704	32,988	45,723	202,415
EAST GRAND FORKS PUBLIC SCHOOL DIST	318,469	84,925	112,689	516,083
EAST RANGE ACADEMY OF TECH-SCIENCE	25,369	6,765	16,185	48,319
EASTERN CARVER COUNTY PUBLIC SCHOOL	1,628,859	434,363	401,189	2,464,411
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	1,502,792	400,744	515,362	2,418,898
EDEN VALLEY-WATKINS SCHOOL DISTRICT	161,270	43,005	36,754	241,029
EDGERTON PUBLIC SCHOOL DISTRICT	69,159	18,442	29,201	116,802
EDINA PUBLIC SCHOOL DISTRICT	1,419,088	378,423	318,106	2,115,617
EDVISIONS OFF CAMPUS SCHOOL	17,620	4,699	4,856	27,174
EL COLEGIO CHARTER SCHOOL	17,953	4,787	16,657	39,397
Elk River School District	2,240,373	597,433	454,061	3,291,866
ELLSWORTH PUBLIC SCHOOL DISTRICT	24,131	6,435	7,418	37,984
ELY PUBLIC SCHOOL DISTRICT	95,590	25,491	20,973	142,054
ESKO PUBLIC SCHOOL DISTRICT	211,566	56,418	26,166	294,150
EXCELL ACADEMY CHARTER	67,940	18,117	68,854	154,911
FACE TO FACE ACADEMY	13,528	3,608	11,330	28,465
FAIRMONT AREA SCHOOL DISTRICT	288,604	76,961	115,387	480,952
FARIBAULT PUBLIC SCHOOL DISTRICT	592,401	157,974	378,598	1,128,972
FARMINGTON PUBLIC SCHOOL DISTRICT	1,223,563	326,283	294,435	1,844,281
Fergus Falls Area Sp. Ed. Coop.	7,425	1,980	7,351	16,755

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
FERGUS FALLS PUBLIC SCHOOL DISTRICT	493,401	131,574	127,930	752,905
FERTILE-BELTRAMI SCHOOL DISTRICT	80,901	21,574	14,229	116,704
FILLMORE CENTRAL	103,660	27,643	20,771	152,074
FISHER PUBLIC SCHOOL DISTRICT	45,556	12,148	12,409	70,113
FIT Academy	45,615	12,164	23,536	81,315
FLOODWOOD PUBLIC SCHOOL DISTRICT	35,038	9,343	10,588	54,969
FOLEY PUBLIC SCHOOL DISTRICT	325,197	86,719	58,267	470,183
Fond du Lac Ojibwe School	14,301	3,814	29,133	47,247
FOREST LAKE PUBLIC SCHOOL DISTRICT	1,019,329	271,821	230,976	1,522,126
FOSSTON PUBLIC SCHOOL DISTRICT	103,412	27,577	32,168	163,157
FRAZEE-VERGAS PUBLIC SCHOOL DIST.	153,182	40,848	48,488	242,518
Freshwater Education District	11,277	3,007	22,120	36,404
FRIDLEY PUBLIC SCHOOL DISTRICT	487,763	130,070	321,815	939,648
FRIENDSHIP ACDMY OF FINE ARTS CHTR.	26,163	6,977	19,220	52,360
FULDA PUBLIC SCHOOL DISTRICT	57,687	15,383	22,862	95,931
G.F.W.	118,932	31,715	42,823	193,470
Gateway STEM Academy	24,389	6,504	32,168	63,061
GLACIAL HILLS ELEMENTARY	15,589	4,157	6,407	26,153
GLENCOE-SILVER LAKE SCHOOL DISTRICT	268,692	71,651	84,702	425,046
GLENVILLE-EMMONS SCHOOL DISTRICT	49,717	13,258	8,969	71,944
GLOBAL ACADEMY	72,870	19,432	64,336	156,638

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
Goodhue County Education District	10,854	2,894	12,678	26,427
GOODHUE PUBLIC SCHOOL DISTRICT	115,076	30,687	16,253	162,016
GOODRIDGE PUBLIC SCHOOL DISTRICT	39,021	10,406	12,813	62,240
Granada Huntley East Chain	52,651	14,040	13,016	79,707
GRAND MEADOW PUBLIC SCHOOL DISTRICT	74,174	19,780	14,499	108,453
GRAND RAPIDS PUBLIC SCHOOL DISTRICT	667,191	177,918	203,258	1,048,367
GREAT EXPECTATIONS	17,476	4,660	4,923	27,059
Great Oaks Academy (New)	15,790	4,211	-	20,000
GREAT RIVER SCHOOL	109,112	29,096	27,245	165,453
GREEN ISLE COMMUNITY SCHOOL	10,796	2,879	1,720	15,395
GREENBUSH-MIDDLE RIVER SCHOOL DIST.	47,712	12,723	8,902	69,337
GREENWAY PUBLIC SCHOOL DISTRICT	173,437	46,250	69,124	288,811
GRYGLA PUBLIC SCHOOL DISTRICT	25,408	6,775	6,002	38,185
HANCOCK PUBLIC SCHOOL DISTRICT	60,821	16,219	17,534	94,574
HARBOR CITY INTERNATIONAL CHARTER	32,503	8,667	10,251	51,421
HASTINGS PUBLIC SCHOOL DISTRICT	731,903	195,174	153,085	1,080,162
HAWLEY PUBLIC SCHOOL DISTRICT	165,997	44,266	21,513	231,775
HAYFIELD PUBLIC SCHOOL DISTRICT	118,867	31,698	25,559	176,124

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
HENDRICKS PUBLIC SCHOOL DISTRICT	23,725	6,327	5,867	35,919
HENNEPIN ELEMENTARY SCHOOL	64,586	17,223	71,350	153,159
HENNING PUBLIC SCHOOL DISTRICT	62,145	16,572	15,106	93,823
HERMAN-NORCROSS SCHOOL DISTRICT	16,450	4,387	5,395	26,232
HERMANTOWN PUBLIC SCHOOL DISTRICT	348,656	92,975	52,804	494,435
HERON LAKE-OKABENA SCHOOL DISTRICT	46,376	12,367	19,962	78,704
HIAWATHA ACADEMIES	253,859	67,696	275,754	597,309
Hiawatha Valley Education District	11,102	2,961	9,441	23,504
HIBBING PUBLIC SCHOOL DISTRICT	400,298	106,746	114,780	621,824
HIGH SCHOOL FOR RECORDING ARTS	51,138	13,637	50,444	115,219
HIGHER GROUND ACADEMY	131,815	35,151	143,711	310,676
HILL CITY PUBLIC SCHOOL DISTRICT	42,882	11,435	17,804	72,120
HILLS-BEAVER CREEK SCHOOL DISTRICT	62,077	16,554	10,318	88,949
HINCKLEY-FINLAYSON SCHOOL DISTRICT	162,465	43,324	70,203	275,993
HMONG COLLEGE PREP ACADEMY	370,403	98,774	350,341	819,519
HOLDINGFORD PUBLIC SCHOOL DISTRICT	177,552	47,347	30,145	255,044
HOPE COMMUNITY ACADEMY	83,461	22,256	92,458	198,175
HOPKINS PUBLIC SCHOOL DISTRICT	1,151,292	307,011	508,079	1,966,382

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
Horizon Science Academy Twin Cities	7,857	2,095	6,676	16,629
HOUSTON PUBLIC SCHOOL DISTRICT	324,931	86,648	93,604	505,183
HOWARD LAKE-WAVERLY-WINSTED	209,216	55,791	42,891	307,898
HUTCHINSON PUBLIC SCHOOL DISTRICT	474,671	126,579	125,705	726,955
Innovation Science and technology Academy (New)	12,903	3,441	-	16,344
Intermediate District 287	116,253	31,001	140,608	287,862
Intermediate District 917	81,415	21,711	85,039	188,165
INTERNATIONAL FALLS SCHOOL DISTRICT	166,471	44,392	44,914	255,776
International Spanish Language Acad	55,668	14,845	12,476	82,989
INVER GROVE HEIGHTS SCHOOLS	600,978	160,261	284,724	1,045,963
ISLE PUBLIC SCHOOL DISTRICT	70,271	18,739	29,740	118,750
IVANHOE PUBLIC SCHOOL DISTRICT	23,474	6,260	2,900	32,634
JACKSON COUNTY CENTRAL SCHOOL DIST.	199,203	53,121	54,018	306,341
Jane Goodall Environmental Science	17,605	4,695	3,574	25,873
JANESVILLE-WALDORF-PEMBERTON	112,551	30,014	24,210	166,775
JENNINGS COMMUNITY SCHOOL	14,829	3,954	10,183	28,966
JORDAN PUBLIC SCHOOL DISTRICT	318,735	84,996	82,612	486,343
KALEIDOSCOPE CHARTER SCHOOL	96,833	25,822	23,064	145,719

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
KASSON-MANTORVILLE SCHOOL DISTRICT	372,439	99,317	63,122	534,878
Kato Public Charter School	11,131	2,968	7,621	21,720
KELLIHER PUBLIC SCHOOL DISTRICT	46,637	12,437	28,257	87,330
KENYON-WANAMINGO SCHOOL DISTRICT	130,131	34,701	31,628	196,461
KERKHOVEN-MURDOCK-SUNBURG	123,402	32,907	36,282	192,591
KIMBALL PUBLIC SCHOOL DISTRICT	127,910	34,109	20,501	182,520
KINGSLAND PUBLIC SCHOOL DISTRICT	94,315	25,151	17,939	137,404
KIPP MINNESOTA CHARTER SCHOOL	64,240	17,131	78,768	160,139
KITTSOON CENTRAL SCHOOL DISTRICT	39,298	10,479	8,093	57,869
La Crescent Montessori & STEM Schoo	14,287	3,810	2,495	20,592
LA CRESCENT-HOKAH SCHOOL DISTRICT	185,170	49,379	35,742	270,291
LAC QUI PARLE VALLEY SCHOOL DIST.	133,205	35,521	53,950	222,677
LAFAYETTE PUBLIC CHARTER SCHOOL	13,708	3,656	2,967	20,331
Lake Agassiz Education Cooperative	8,582	2,289	7,823	18,694
LAKE BENTON PUBLIC SCHOOL DISTRICT	33,073	8,820	5,260	47,153
LAKE CITY PUBLIC SCHOOL DISTRICT	208,135	55,503	41,407	305,044
LAKE CRYSTAL-WELLCOME MEMORIAL	155,638	41,504	32,910	230,052

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
LAKE OF THE WOODS SCHOOL DISTRICT	77,313	20,617	22,255	120,185
LAKE PARK AUDUBON SCHOOL DISTRICT	122,789	32,744	32,438	187,971
LAKE SUPERIOR PUBLIC SCHOOL DIST.	231,361	61,696	46,060	339,117
Lakes International Language Academ	186,834	49,822	35,000	271,657
LAKEVIEW SCHOOL DISTRICT	107,079	28,554	25,964	161,598
LAKEVILLE PUBLIC SCHOOL DISTRICT	1,867,664	498,044	412,519	2,778,226
LANCASTER PUBLIC SCHOOL DISTRICT	27,438	7,317	7,755	42,511
LANESBORO PUBLIC SCHOOL DISTRICT	59,160	15,776	11,667	86,603
Laporte Public School District	53,858	14,362	24,885	93,105
LAURA JEFFREY ACADEMY CHARTER	15,370	4,099	6,474	25,943
LE SUEUR-HENDERSON SCHOOL DISTRICT	171,104	45,628	51,860	268,591
LEROY-OSTRANDER PUBLIC SCHOOLS	45,068	12,018	11,937	69,023
LESTER PRAIRIE PUBLIC SCHOOL DIST.	78,522	20,939	22,996	122,458
Level Up Academy	21,117	5,631	8,902	35,651
Lewiston-Altura Public School Dist	121,823	32,486	32,370	186,680
LIFE PREP	48,350	12,893	35,945	97,188
LINCOLN INTERNATIONAL SCHOOL	27,744	7,398	25,492	60,634
LIONSGATE ACADEMY	42,727	11,394	28,661	82,782

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
LITCHFIELD PUBLIC SCHOOL DISTRICT	259,573	69,220	73,305	402,098
LITTLE FALLS PUBLIC SCHOOL DISTRICT	413,344	110,225	126,244	649,814
LITTLEFORK-BIG FALLS SCHOOL DIST.	54,749	14,600	11,869	81,218
LONG PRAIRIE-GREY EAGLE SCHOOL DIST	159,876	42,634	102,573	305,083
LOVEWORKS ACADEMY FOR ARTS	28,880	7,701	21,041	57,622
LUVERNE PUBLIC SCHOOL DISTRICT	208,172	55,513	48,555	312,240
LYLE PUBLIC SCHOOL DISTRICT	48,914	13,044	20,906	82,864
LYND PUBLIC SCHOOL DISTRICT	36,315	9,684	15,039	61,037
MABEL-CANTON PUBLIC SCHOOL DIST.	43,147	11,506	9,374	64,026
MACCRAY SCHOOL DISTRICT	122,312	32,617	44,239	199,168
MADELIA PUBLIC SCHOOL DISTRICT	99,730	26,595	57,457	183,781
MAHNOMEN PUBLIC SCHOOL DISTRICT	101,640	27,104	86,118	214,862
MAHTOMEDI PUBLIC SCHOOL DISTRICT	557,290	148,611	88,277	794,177
MANKATO PUBLIC SCHOOL DISTRICT	1,443,952	385,054	524,331	2,353,338
MAPLE LAKE PUBLIC SCHOOL DISTRICT	141,272	37,672	24,817	203,761
MAPLE RIVER SCHOOL DISTRICT	150,742	40,198	31,696	222,636
Marine Area Community School	31,138	8,303	4,181	43,622
MARSHALL COUNTY CENTRAL SCHOOLS	72,385	19,303	15,241	106,928

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
MARSHALL PUBLIC SCHOOL DISTRICT	420,181	112,048	211,284	743,514
MARTIN COUNTY WEST SCHOOL DISTRICT	121,757	32,469	26,368	180,594
MASTERY SCHOOL	39,844	10,625	27,245	77,714
Math and Science Academy	82,161	21,909	22,996	127,066
MCGREGOR PUBLIC SCHOOL DISTRICT	77,245	20,599	35,068	132,912
MEDFORD PUBLIC SCHOOL DISTRICT	149,066	39,751	43,295	232,113
Meeker & Wright SPED	30,202	8,054	24,143	62,399
MELROSE PUBLIC SCHOOL DISTRICT	224,390	59,837	86,860	371,087
MENAHGA PUBLIC SCHOOL DISTRICT	175,447	46,786	54,153	276,386
MESABI EAST SCHOOL DISTRICT	160,241	42,731	44,509	247,481
METRO DEAF SCHOOL	5,898	1,573	16,455	23,926
METRO SCHOOLS CHARTER	62,162	16,577	75,126	153,865
Metro Tech Academy (New)	17,148	4,573	-	21,721
Mid State Education District	8,807	2,348	9,711	20,866
Midway Star Academy	50,036	13,343	42,081	105,461
Midwest Special Education Coop.	1,462	390	1,956	3,807
MILACA PUBLIC SCHOOL DISTRICT	292,800	78,080	86,928	457,807
MILROY PUBLIC SCHOOL DISTRICT	13,494	3,598	2,091	19,183
MINISINAAKWAANG LEADERSHIP ACADEMY	3,190	851	3,372	7,413
Minneapolis Public School District	5,715,702	1,524,187	3,686,505	10,926,394
MINNEOTA PUBLIC SCHOOL DISTRICT	80,291	21,411	17,534	119,236

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
Minnesota Department of Corrections	-	-	15,241	15,241
Minnesota Excellence in Learning Ac	29,854	7,961	31,022	68,837
MINNESOTA INTERNSHIP CENTER	60,693	16,185	69,394	146,272
Minnesota Math and Science Academy	73,206	19,522	89,086	181,814
MINNESOTA NEW COUNTRY SCHOOL	36,437	9,716	9,441	55,595
MINNESOTA ONLINE HIGH SCHOOL	31,184	8,316	8,700	48,199
Minnesota State Academies	24,890	6,637	18,815	50,342
Minnesota Transitions Charter Sch	614,885	163,969	298,009	1,076,863
Minnesota Wildflower Montessori School	1,796	479	1,720	3,995
MINNETONKA PUBLIC SCHOOL DISTRICT	1,847,837	492,756	288,837	2,629,430
MINNEWASKA SCHOOL DISTRICT	208,052	55,480	55,232	318,764
MN River Valley Educatio District	31,247	8,332	9,104	48,683
MN Valley Education District	12,577	3,354	9,576	25,508
Modern Montessori Charter School	11,511	3,070	2,495	17,076
MONTEVIDEO PUBLIC SCHOOL DISTRICT	262,304	69,948	98,325	430,576
MONTICELLO PUBLIC SCHOOL DISTRICT	695,716	185,524	159,154	1,040,394
MOORHEAD PUBLIC SCHOOL DISTRICT	1,142,219	304,592	484,678	1,931,488
MOOSE LAKE PUBLIC SCHOOL DISTRICT	106,232	28,329	23,266	157,827
MORA PUBLIC SCHOOL DISTRICT	270,210	72,056	78,363	420,629

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
MORRIS AREA PUBLIC SCHOOLS	175,243	46,732	52,534	274,509
MOUNDS VIEW PUBLIC SCHOOL DISTRICT	1,959,408	522,509	710,258	3,192,175
MOUNTAIN IRON-BUHL SCHOOL DISTRICT	86,897	23,173	30,684	140,754
MOUNTAIN LAKE PUBLIC SCHOOLS	85,680	22,848	43,228	151,756
MURRAY COUNTY CENTRAL SCHOOL DIST.	123,881	33,035	25,087	182,003
NASHA SHKOLA CHARTER SCHOOL	17,472	4,659	10,520	32,652
NASHWAUK-KEEWATIN SCHOOL DISTRICT	98,626	26,300	37,496	162,422
Nay-Ah-Shing School	25,817	6,885	11,195	43,896
NAYTAHWAUSH COMMUNITY SCHOOL	20,231	5,395	16,590	42,216
NERSTRAND CHARTER SCHOOL	25,199	6,720	5,395	37,314
NETT LAKE PUBLIC SCHOOL DISTRICT	16,058	4,282	6,744	27,084
NEVIS PUBLIC SCHOOL DISTRICT	100,091	26,691	31,696	158,478
New Century Academy	23,737	6,330	9,374	39,441
New Century School	48,890	13,037	63,190	125,117
NEW CITY SCHOOL	50,883	13,569	20,906	85,358
NEW DISCOVERIES MONTESSORI ACADEMY	34,348	9,160	18,815	62,323
NEW HEIGHTS SCHOOL, INC.	17,897	4,772	7,958	30,627
NEW LONDON-SPICER SCHOOL DISTRICT	259,587	69,223	52,804	381,614
NEW MILLENNIUM ACADEMY CHARTER SCH	121,243	32,331	130,223	283,797
NEW PRAGUE AREA SCHOOLS	711,168	189,645	100,685	1,001,498

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
NEW ULM PUBLIC SCHOOL DISTRICT	357,296	95,279	82,342	534,917
NEW YORK MILLS PUBLIC SCHOOL DIST.	123,606	32,962	33,112	189,680
NICOLLET PUBLIC SCHOOL DISTRICT	65,036	17,343	11,330	93,709
NOBLE ACADEMY	171,628	45,768	151,466	368,862
NORMAN COUNTY EAST SCHOOL DISTRICT	43,364	11,564	15,848	70,775
NORMAN COUNTY WEST SCHOOL DISTRICT	30,163	8,044	5,395	43,602
NORTH BRANCH PUBLIC SCHOOLS	453,926	121,047	103,990	678,962
NORTH LAKES ACADEMY	67,476	17,994	20,029	105,499
North Metro Flex Academy	37,415	9,977	32,370	79,762
NORTH SHORE COMMUNITY SCHOOL	58,721	15,659	9,172	83,551
North St. Paul-Maplewood Oakdale	1,779,365	474,497	1,108,278	3,362,141
Northeast College Prep	55,858	14,895	56,176	126,929
Northeast Metro Intermediate # 916	93,027	24,807	114,982	232,816
Northern Lights Academy COOP	5,073	1,353	3,979	10,405
NORTHERN LIGHTS COMMUNITY SCHOOL	15,211	4,056	10,183	29,450
NORTHFIELD PUBLIC SCHOOL DISTRICT	681,003	181,601	192,468	1,055,072
NORTHLAND COMMUNITY SCHOOLS	55,274	14,740	31,224	101,238
Northland Learning Center	14,898	3,973	15,308	34,180
NORTHWEST PASSAGE HIGH SCHOOL	26,136	6,970	12,139	45,245

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
Notre Ecole (New)	5,093	1,358	-	6,452
NOVA CLASSICAL ACADEMY	164,622	43,899	37,630	246,151
NRHEG SCHOOL DISTRICT	147,625	39,367	33,382	220,373
OGILVIE PUBLIC SCHOOL DISTRICT	84,619	22,565	21,041	128,225
ONAMIA PUBLIC SCHOOL DISTRICT	96,084	25,622	64,201	185,908
ORONO PUBLIC SCHOOL DISTRICT	486,695	129,785	61,841	678,321
ORTONVILLE PUBLIC SCHOOLS	85,498	22,800	25,020	133,318
OSAKIS PUBLIC SCHOOL DISTRICT	141,557	37,748	31,898	211,204
OSHKI OGIMAAG CHARTER SCHOOL	3,426	914	3,304	7,644
OSSEO PUBLIC SCHOOL DISTRICT	3,537,259	943,269	1,790,482	6,271,010
OWATONNA PUBLIC SCHOOL DISTRICT	825,548	220,146	317,566	1,363,260
PACT CHARTER SCHOOL	108,784	29,009	22,524	160,317
Paladin Career and Tech High School	31,264	8,337	25,087	64,687
PARK RAPIDS PUBLIC SCHOOL DISTRICT	280,015	74,671	99,606	454,292
PARKERS PRAIRIE PUBLIC SCHOOL DIST.	89,913	23,977	19,152	133,042
PARNASSUS PREPARATORY CHARTER SCH	195,700	52,187	89,490	337,377
PARTNERSHIP ACADEMY, INC.	53,155	14,175	76,542	143,872
PAYNESVILLE PUBLIC SCHOOL DISTRICT	156,520	41,739	34,259	232,517
PELICAN RAPIDS PUBLIC SCHOOL DIST.	147,523	39,339	81,668	268,530
PEQUOT LAKES PUBLIC SCHOOLS	291,056	77,615	52,804	421,475

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
PERHAM-DENT PUBLIC SCHOOL DISTRICT	254,066	67,751	79,037	400,854
Perpich Center For Arts Education	18,090	4,824	4,249	27,163
Phoenix Academy Charter School	19,158	5,109	2,225	26,492
PIERZ PUBLIC SCHOOL DISTRICT	197,354	52,628	42,216	292,198
PILLAGER AREA CHARTER SCHOOL	6,408	1,709	3,237	11,353
PILLAGER PUBLIC SCHOOL DISTRICT	193,917	51,711	49,904	295,533
PIM Arts High School	50,425	13,447	15,781	79,652
PINE CITY PUBLIC SCHOOL DISTRICT	268,076	71,487	56,783	396,346
PINE ISLAND PUBLIC SCHOOL DIST.	227,690	60,717	33,247	321,655
PINE POINT PUBLIC SCHOOL DISTRICT	10,786	2,876	11,060	24,722
PINE RIVER-BACKUS SCHOOL DISTRICT	150,416	40,111	53,074	243,601
PIPESTONE AREA SCHOOL DISTRICT	192,386	51,303	69,259	312,948
PLAINVIEW-ELGIN-MILLVILLE	249,463	66,523	56,041	372,028
PRAIRIE CREEK COMMUNITY SCHOOL	30,309	8,082	5,935	44,326
PRAIRIE SEEDS ACADEMY	122,051	32,547	111,610	266,208
PRINCETON PUBLIC SCHOOL DISTRICT	560,312	149,417	121,861	831,589
PRIOR LAKE-SAVAGE AREA SCHOOLS	1,485,899	396,240	291,602	2,173,741
PROCTOR PUBLIC SCHOOL DISTRICT	301,644	80,438	72,833	454,915
PRODEO ACADEMY	96,346	25,692	110,059	232,097

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
Progeny Academy Charter School	8,825	2,353	8,430	19,608
Quantum STEAM Academy (New)	17,318	4,618	-	21,936
RANDOLPH PUBLIC SCHOOL DISTRICT	114,877	30,634	18,141	163,652
RED LAKE COUNTY CENTRAL PUBLIC SCH	64,800	17,280	18,208	100,289
RED LAKE FALLS PUBLIC SCHOOL DIST.	61,877	16,500	13,825	92,202
RED LAKE PUBLIC SCHOOL DISTRICT	246,210	65,656	219,511	531,377
RED ROCK CENTRAL SCHOOL DISTRICT	71,463	19,057	18,545	109,065
Red Wing Public School District	454,092	121,091	140,136	715,319
REDWOOD AREA SCHOOL DISTRICT	189,439	50,517	80,319	320,274
Region 4-Lakes Country Service Coop	3,392	905	6,069	10,366
Region 6 and 8-SW/WC Service Cooperative	33,544	8,945	25,829	68,317
RENVILLE COUNTY WEST SCHOOL DIST.	95,623	25,499	39,991	161,113
RICHFIELD PUBLIC SCHOOL DISTRICT	707,519	188,672	503,830	1,400,021
RIDGEWAY COMMUNITY SCHOOL	17,094	4,558	2,698	24,349
River Bend Education District	14,880	3,968	17,466	36,314
Riverway Learning Community Charter	19,605	5,228	10,385	35,218
ROBBINSDALE PUBLIC SCHOOL DISTRICT	2,055,605	548,161	1,164,387	3,768,152
Rochester Beacon Academy	23,654	6,308	10,183	40,145
ROCHESTER MATH AND SCIENCE ACADEMY	57,675	15,380	68,180	141,235

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
ROCHESTER PUBLIC SCHOOL DISTRICT	2,945,727	785,527	1,301,488	5,032,743
ROCHESTER STEM ACADEMY	19,255	5,135	22,727	47,116
Rock Ridge (formally Eveleth-Gilbert & Virginia)	440,975	117,593	117,275	675,843
ROCKFORD PUBLIC SCHOOL DISTRICT	275,122	73,366	69,529	418,017
ROCORI PUBLIC SCHOOL DISTRICT	356,031	94,942	90,907	541,880
Rosa Parks Charter High School	9,866	2,631	7,216	19,713
ROSEAU PUBLIC SCHOOL DISTRICT	196,425	52,380	36,956	285,761
ROSEMOUNT-APPLE VALLEY-EAGAN	4,803,577	1,280,954	1,654,864	7,739,395
ROSEVILLE PUBLIC SCHOOL DISTRICT	1,276,492	340,398	687,667	2,304,556
ROTHSAY PUBLIC SCHOOL DISTRICT	49,133	13,102	11,802	74,037
ROUND LAKE-BREWSTER PUBLIC SCHOOLS	65,082	17,355	45,858	128,295
ROYALTON PUBLIC SCHOOL DISTRICT	160,296	42,745	29,336	232,377
RTR PUBLIC SCHOOLS	98,123	26,166	17,601	141,891
Rum River Special Education Coop	16,160	4,309	10,520	30,989
Runestone Area Ed. District	727	194	5,193	6,113
RUSH CITY PUBLIC SCHOOL DISTRICT	142,820	38,085	34,933	215,838
RUSHFORD-PETERSON PUBLIC SCHOOLS	116,956	31,188	19,827	167,970
SAGE ACADEMY CHARTER SCHOOL	11,593	3,091	8,632	23,316

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
Saint Cloud Math and Science Academ	30,021	8,006	34,933	72,959
SARTELL-ST. STEPHEN SCHOOL DISTRICT	676,303	180,348	120,107	976,758
SAUK CENTRE PUBLIC SCHOOL DISTRICT	181,992	48,531	53,883	284,406
SAUK RAPIDS-RICE PUBLIC SCHOOLS	758,856	202,362	202,652	1,163,869
SCHOOLCRAFT LEARNING COMMUNITY CHTR	33,931	9,048	11,802	54,781
SciTech Academy Charter School	27,664	7,377	46,195	81,236
SEBEKA PUBLIC SCHOOL DISTRICT	84,193	22,451	24,008	130,652
Sejong Academy of Minnesota	30,476	8,127	43,632	82,235
Seven Hills Preparatory Academy	166,593	44,425	66,089	277,107
SHAKOPEE PUBLIC SCHOOL DISTRICT	1,387,673	370,046	593,455	2,351,175
SherburneNorthern Wright Special Education COOP	25,226	6,727	21,243	53,196
SIBLEY EAST SCHOOL DISTRICT	192,938	51,450	82,342	326,730
Skyline Math and Science Academy	37,578	10,021	36,349	83,948
SLEEPY EYE PUBLIC SCHOOL DISTRICT	97,261	25,936	47,072	170,269
SOJOURNER TRUTH ACADEMY	64,310	17,149	55,974	137,433
SOUTH KOOCHICHING SCHOOL DISTRICT	48,637	12,970	18,815	80,422
South St. Paul Public School Dist	572,844	152,758	283,645	1,009,247
SOUTH WASHINGTON COUNTY SCHOOL DIST	3,102,834	827,422	961,330	4,891,587
Southern MN Education Consortium	12,549	3,346	12,341	28,236
Southern Plains Education Coop.	10,513	2,803	12,004	25,320

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
SOUTHLAND PUBLIC SCHOOL DISTRICT	68,286	18,210	11,599	98,095
SOUTHSIDE FAMILY CHARTER SCHOOL	19,661	5,243	10,925	35,828
Southwest Metro Intermediate 288	42,461	11,323	33,652	87,435
SPECTRUM HIGH SCHOOL	120,660	32,176	18,883	171,719
Spero Academy	21,800	5,813	18,613	46,226
SPRING GROVE SCHOOL DISTRICT	61,206	16,322	12,274	89,802
SPRING LAKE PARK PUBLIC SCHOOLS	1,006,572	268,419	450,891	1,725,883
SPRINGFIELD PUBLIC SCHOOL DISTRICT	94,336	25,156	25,626	145,118
ST PAUL CONSERVATORY PERFORMING ART	75,127	20,034	14,095	109,255
ST. ANTHONY-NEW BRIGHTON SCHOOLS	306,404	81,708	95,492	483,604
ST. CHARLES PUBLIC SCHOOL DISTRICT	166,766	44,471	41,609	252,846
ST. CLAIR PUBLIC SCHOOL DISTRICT	111,675	29,780	16,387	157,843
ST. CLOUD PUBLIC SCHOOL DISTRICT	1,664,906	443,975	1,145,909	3,254,789
ST. CROIX PREPARATORY ACADEMY	196,688	52,450	9,913	259,052
St. Croix River Education Districe	12,788	3,410	33,112	49,310
St. Francis Area Schools	729,891	194,638	179,655	1,104,184
ST. JAMES PUBLIC SCHOOL DISTRICT	171,781	45,808	99,808	317,398
ST. LOUIS COUNTY SCHOOL DISTRICT	331,625	88,433	123,344	543,403

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
ST. LOUIS PARK PUBLIC SCHOOL DIST.	771,977	205,860	323,231	1,301,068
ST. MICHAEL-ALBERTVILLE SCHOOL DIST	1,078,089	287,490	169,067	1,534,647
ST. PAUL CITY SCHOOL	74,789	19,944	89,828	184,560
ST. PAUL PUBLIC SCHOOL DISTRICT	6,001,145	1,600,305	4,654,714	12,256,164
St. Paul School of Northern Lights	17,503	4,667	4,249	26,419
ST. PETER PUBLIC SCHOOL DISTRICT	368,391	98,238	142,227	608,856
STAPLES-MOTLEY SCHOOL DISTRICT	188,459	50,256	55,097	293,812
Star of the North Academy Charter S	26,039	6,944	16,320	49,303
STEP ACADEMY CHARTER SCHOOL	78,400	20,907	88,614	187,920
STEPHEN-ARGYLE CENTRAL SCHOOLS	49,714	13,257	12,071	75,042
STEWARTVILLE PUBLIC SCHOOL DISTRICT	350,622	93,499	66,292	510,413
STILLWATER AREA PUBLIC SCHOOL DIST.	1,415,093	377,358	325,254	2,117,705
Stonebridge World School	46,282	12,342	43,632	102,257
STRIDE ACADEMY CHARTER SCHOOL	61,904	16,508	64,066	142,478
Success Academy	16,077	4,287	21,580	41,944
Swan River Montessori Charter School	26,897	7,172	5,125	39,195
SWANVILLE PUBLIC SCHOOL DISTRICT	52,722	14,059	15,241	82,022
TEAM ACADEMY	20,713	5,524	12,813	39,050

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
TECHNICAL ACADEMIES OF MINNESOTA	18,647	4,973	9,913	33,533
Tesfa International School	27,865	7,431	34,866	70,161
The Journey School	7,720	2,059	4,586	14,364
THIEF RIVER FALLS SCHOOL DISTRICT	330,303	88,081	98,527	516,910
Three Rivers Montessori (New)	13,752	3,667	-	17,420
TRACY AREA PUBLIC SCHOOL DISTRICT	118,473	31,593	41,609	191,676
TREKNORTH HIGH SCHOOL	42,245	11,265	22,727	76,237
TRI-CITY UNITED SCHOOL DISTRICT	310,465	82,791	108,913	502,169
TRI-COUNTY SCHOOL DISTRICT	32,055	8,548	9,981	50,583
TRIO WOLF CREEK DISTANCE LEARNING	32,124	8,566	4,046	44,737
TRITON SCHOOL DISTRICT	183,501	48,934	55,367	287,802
TRUMAN PUBLIC SCHOOL DISTRICT	35,676	9,514	13,623	58,812
TWIN CITIES ACADEMY	102,281	27,275	66,494	196,050
Twin Cities German Immersion Chtr	98,930	26,381	15,308	140,620
Twin Cities International Schools	173,618	46,298	176,486	396,402
UBAH MEDICAL ACADEMY CHARTER SCHOOL	51,218	13,658	41,205	106,081
ULEN-HITTERDAL PUBLIC SCHOOL DIST	51,265	13,671	13,218	78,154
UNDERWOOD PUBLIC SCHOOL DISTRICT	94,740	25,264	21,985	141,988
UNITED SOUTH CENTRAL SCHOOL DIST.	117,983	31,462	45,049	194,493
Universal Academy Charter School	63,902	17,041	76,879	157,822

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
Upper Mississippi Academy	48,688	12,984	18,613	80,285
UPSALA PUBLIC SCHOOL DISTRICT	63,583	16,955	11,262	91,801
URBAN ACADEMY CHARTER SCHOOL	52,685	14,049	72,901	139,635
VENTURE ACADEMY	53,933	14,382	56,109	124,423
Vermilion Country School	6,481	1,728	2,765	10,974
VERNDALE PUBLIC SCHOOL DISTRICT	95,096	25,359	30,280	150,735
VOYAGEURS EXPEDITIONARY	17,146	4,572	12,881	34,599
WABASHA-KELLOGG PUBLIC SCHOOL DIST.	86,653	23,107	22,727	132,487
WABASSO PUBLIC SCHOOL DISTRICT	67,751	18,067	13,690	99,508
WACONIA PUBLIC SCHOOL DISTRICT	681,915	181,844	106,215	969,974
WADENA-DEER CREEK SCHOOL DISTRICT	173,508	46,269	53,411	273,188
WALKER-HACKENSACK-AKELEY SCHL. DIST	128,711	34,323	59,278	222,312
WARREN-ALVARADO-OSLO SCHOOL DIST.	79,412	21,176	29,605	130,194
WARROAD PUBLIC SCHOOL DISTRICT	164,717	43,924	54,085	262,727
WASECA PUBLIC SCHOOL DISTRICT	309,360	82,496	101,157	493,013
WATERSHED HIGH SCHOOL	10,727	2,860	5,193	18,780
WATERTOWN-MAYER PUBLIC SCHOOL DIST.	257,392	68,638	44,442	370,471
WATERVILLE-ELYSIAN-MORRISTOWN	131,594	35,092	33,382	200,068

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
WAUBUN-OGEMA-WHITE EARTH PUBLIC SCH	109,820	29,285	84,163	223,268
WAYZATA PUBLIC SCHOOL DISTRICT	2,010,922	536,246	513,069	3,060,237
WEST CENTRAL AREA	131,226	34,994	32,910	199,129
West Central Education District	4,798	1,279	5,530	11,607
WEST ST. PAUL-MENDOTA HTS.-EAGAN	865,283	230,742	451,161	1,547,187
WESTBROOK-WALNUT GROVE SCHOOLS	60,515	16,137	32,910	109,562
WESTONKA PUBLIC SCHOOL DISTRICT	409,799	109,280	79,982	599,061
WHEATON AREA PUBLIC SCHOOL DISTRICT	61,359	16,362	16,927	94,648
WHITE BEAR LAKE SCHOOL DISTRICT	1,457,292	388,611	452,712	2,298,615
WILLMAR PUBLIC SCHOOL DISTRICT	714,905	190,641	498,637	1,404,184
WILLOW RIVER PUBLIC SCHOOL DISTRICT	69,534	18,542	19,355	107,431
WINDOM PUBLIC SCHOOL DISTRICT	181,174	48,313	75,396	304,882
WIN-E-MAC SCHOOL DISTRICT	79,527	21,207	21,378	122,112
WINONA AREA PUBLIC SCHOOL DISTRICT	462,313	123,283	162,998	748,594
Woodbury Leadership Academy	65,748	17,533	28,594	111,874
WORLD LEARNER CHARTER SCHOOL	35,768	9,538	5,867	51,173
WORTHINGTON PUBLIC SCHOOL DISTRICT	659,478	175,861	478,878	1,314,217
WRENSHALL PUBLIC SCHOOL DISTRICT	61,502	16,400	20,366	98,268

Organization Name	CRF - Operating	CRF - Family, Educ, Student Support (ADM)	CRF - Family, Educ, Student Support (HUS)	Total CRF Funds
Wright Tech Center	14,965	3,991	4,990	23,945
YELLOW MEDICINE EAST	116,298	31,013	46,263	193,574
YINGHUA ACADEMY	139,241	37,131	40,530	216,902
Zumbro Education District	12,852	3,427	16,590	32,870
ZUMBROTA-MAZEPPA SCHOOL DISTRICT	202,732	54,062	36,821	293,616
Total	146,700,000	39,120,000	58,680,001	244,500,001

I.S.D. #146 - Barnesville Public Schools

Contingency Fund Balance

Reconciliation
08/05/20

Beginning Balance of Contingency Fund	\$1,649,999.94
Change Orders Processed On Draw #1	<u>0.00</u>
Contingency Balance Shown on Draw #1	1,649,999.94
Change Orders Processed On Draw #2	<u>0.00</u>
Contingency Balance Shown on Draw #2	1,649,999.94
Change Orders Processed On Draw #3	<u>0.00</u>
Contingency Balance Shown on Draw #3	1,649,999.94
Change Orders Processed On Draw #4	<u>(197,944.10)</u>
Contingency Balance Shown on Draw #4	1,452,055.84
Change Orders in Process	<u>(125,318.55)</u>
Contingency Fund Balance as of 08/05/20	<u><u>\$1,326,737.29</u></u>

D. Board Committee Reports

10. Removal of Consent Items for Discussion

11. Approval of Consent Items

A. Personnel

All hirings are based upon the findings of each individual's background check, licensure status, and discipline report from the Minnesota Department of Education.

1) Emily Murphy's Resignation as Special Education Preschool Paraprofessional

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July 23, 2020

Emily Murphy

Barnesville Schools

To whom it may concern,

Please accept this letter as my formal resignation from my role as Special Education Preschool Paraprofessional as of July 23, 2020. I have received an offer for a position with Red River Regional Dispatch, and after careful consideration, I feel that this is the right career move for me.

I want to express my gratitude for the knowledge I've gained and the skills I have been able to develop in this role. It would not have been possible without everyone's mentorship. I am thankful for the time I have spent working with every member of the staff and the opportunity to develop great professional relationships here. I look forward to staying in touch, and I am glad my children have such a great school to be a part of.

Best regards,

Emily Murphy

Ruth Kava
17892 180th Ave S
Barnesville, MN 56514

August 10th, 2020

Dr. Jon Ellerbusch
Superintendent
302 3rd St SE
Barnesville, MN 56514

Dear Dr. Ellerbusch,

Please accept this letter as formal notification of my retirement from my position as a Special Ed Paraprofessional effective August 24th, 2020.

I have truly enjoyed working with the students and staff at Atkinson Elementary.

Best regards,

A handwritten signature in cursive script that reads "Ruth Kava".

Ruth Kava

3) Hire Tammy Maesse as an Elementary Office Aid/Lunchroom Aid

4) Lane Change for John Goering from MA +10 to MA +20

B. Donations

1) \$500 Donation from Gateway Chevrolet for Trap Team Auxiliary Account

2) \$250 Donation from Alerus Mortgage for Fishing Team

3) \$200 Donation from Microsoft-Benevity Fund for Softball Team Auxiliary Account

4) \$7,570 Donation from Barnesville Booster Club for Dr. Dish Shooting Machine

5) \$85.74 Donation from Coborn's for School Rewards

6) \$10 Donation from Bell Bank for Custom Debit Cards

C. School District Policies

1) School District Policy 410 - Family and Medical Leave

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Adopted: _____

MSBA/MASA Model Policy 410

Orig. 1995

Revised: 8/19/2019

Rev. 2015

410 FAMILY AND MEDICAL LEAVE POLICY

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

I. PURPOSE

The purpose of this policy is to provide for family and medical leave to school district employees in accordance with the Family and Medical Leave Act of 1993 (FMLA) and also with parenting leave under state law.

II. GENERAL STATEMENT OF POLICY

The following procedures and policies regarding family and medical leave are adopted by the school district, pursuant to the requirements of the FMLA and consistent with the requirements of the Minnesota parenting leave laws.

III. DEFINITIONS

A. “Covered active duty” means:

1. in the case of a member of a regular component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country; and
2. in the case of a member of a reserve component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country under a call or order to active duty under a provision of law referred to in 10 U.S.C. § 101(a)(13)(B).

B. “Covered servicemember” means:

1. a member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or
2. a covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness and who was a member of the Armed Forces, including a member of the National Guard or Reserves, and was discharged or released under conditions other than dishonorable, at any time during the period of five years preceding the first date the eligible employee takes FMLA leave to care for the covered veteran.

- C. “Eligible employee” means an employee who has been employed by the school district for a total of at least 12 months and who has been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave. An employee returning from fulfilling his or her Uniformed Services Employment and Reemployment Rights Act (USERRA)-covered service obligation shall be credited with the hours of service that would have been performed but for the period of absence from work due to or necessitated by USERRA-covered service. In determining whether the employee met the hours of service requirement, and to determine the hours that would have been worked during the period of absence from work due to or necessitated by USERRA-covered service, the employee’s pre-service work schedule can generally be used for calculations. While the 12 months of employment need not be consecutive, employment periods prior to a break in service of seven years or more may not be counted unless the break is occasioned by the employee’s fulfillment of his or her USERRA-covered service obligation or a written agreement, including a collective bargaining agreement, exists concerning the school district’s intention to rehire the employee after the break in service.
- D. “Military caregiver leave” means leave taken to care for a covered servicemember with a serious injury or illness.
- E. “Next of kin of a covered servicemember” means the nearest blood relative other than the covered servicemember’s spouse, parent, son, or daughter, in the following order of priority: blood relatives who have been granted legal custody of the covered servicemember by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered servicemember has specifically designated in writing another blood relative as his or her nearest blood relative for purposes of military caregiver leave under the FMLA. When no such designation is made and there are multiple family members with the same level of relationship to the covered servicemember, all such family members shall be considered the covered servicemember’s next of kin, and the employee may take FMLA leave to provide care to the covered servicemember, either consecutively or simultaneously. When such designation has been made, the designated individual shall be deemed to be the covered servicemember’s only next of kin.
- F. “Outpatient status” means, with respect to a covered servicemember who is a current member of the Armed Forces, the status of a member of the Armed Forces assigned to:
1. a military medical treatment facility as an outpatient; or
 2. a unit established for the purpose of providing command and control of members of the Armed Forces receiving care as outpatients.
- G. “Qualifying exigency” means a situation where the eligible employee seeks leave for one or more of the following reasons:

1. to address any issues that arise from a short-notice deployment (seven calendar days or less) of a covered military member;
 2. to attend military events and related activities of a covered military member;
 3. to address issues related to childcare and school activities of a covered military member's child;
 4. to address financial and legal arrangements for a covered military member;
 5. to attend counseling provided by someone other than a health care provider for oneself, a covered military member, or his/her child;
 6. to spend up to 15 calendar days with a covered military member who is on short-term, temporary rest and recuperation leave during a period of deployment;
 7. to attend post-deployment activities related to a covered military member;
 8. to address parental care needs; and
 9. to address other events related to a covered military member that both the employee and school district agree is a qualifying exigency.
- H. "Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves:
1. inpatient care in a hospital, hospice, or residential medical care facility; or
 2. continuing treatment by a health care provider.
- I. "Spouse" means a husband or wife. For purposes of this definition, husband or wife refers to the other person with whom an individual entered into marriage as defined or recognized under state law for purposes of marriage in the state in which the marriage was entered into or, in the case of a marriage entered into outside of any state, if the marriage is valid in the place where entered into and could have been entered into in at least one state. This definition includes an individual in a same-sex or common law marriage that either: (1) was entered into in a state that recognizes such marriages; or (2) if entered into outside of any state, is valid in the place where entered into and could have been entered into in at least one state.
- J. "Veteran" has the meaning given in 38 U.S.C. § 101.

IV. LEAVE ENTITLEMENT

A. Twelve-week Leave under Federal Law

1. Eligible employees are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period as defined below, plus any additional leave as required by law. Leave may be taken for one or more of the following reasons in accordance with applicable law:
 - a. birth of the employee's child and to care for such child;
 - b. placement of an adopted or foster child with the employee;
 - c. to care for the employee's spouse, son, daughter, or parent with a serious health condition;
 - d. the employee's serious health condition makes the employee unable to perform the functions of the employee's job; and/or
 - e. any qualifying exigency arising from the employee's spouse, son, daughter, or parent being on covered active duty, or notified of an impending call or order to covered active duty in the Armed Forces.
2. For the purposes of this policy, "year" is defined as a rolling 12-month period measured backward from the date an employee's leave is to commence.
3. An employee's entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period beginning on the date of the birth or placement.
4. A "serious health condition" typically requires either inpatient care or continuing treatment by or under the supervision of a health care provider, as defined by applicable law. Family and medical leave generally is not intended to cover short-term conditions for which treatment and recovery are very brief.
5. A "serious injury or illness," in the case of a member of the Armed Forces, including a member of the National Guard or Reserves, means:
 - a. injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating; and
 - b. in the case of a covered veteran who was a member of the Armed

Forces, including a member of the National Guard or Reserves, at any time, during the period of five years preceding the date on which the veteran undergoes the medical treatment, recuperation, or therapy, means a qualifying injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty in the Armed Forces and that manifested itself before or after the member became a veteran, and is:

- (1) a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the servicemember unable to perform the duties of the servicemember's office, grade, rank, or rating; or
 - (2) a physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service-Related Disability (VASRD) rating of 50 percent or greater and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or
 - (3) a physical or mental condition that substantially impairs the covered veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service, or would do so absent treatment; or
 - (4) an injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers.
6. Eligible spouses employed by the school district are limited to an aggregate of 12 weeks of leave during any 12-month period for the birth and care of a newborn child or adoption of a child, the placement of a child for foster care, or to care for a parent. This limitation for spouses employed by the school district does not apply to leave taken: by one spouse to care for the other spouse who is seriously ill; to care for a child with a serious health condition; because of the employee's own serious health condition; or pursuant to Paragraph IV.A.1.e. above.
7. Depending on the type of leave, intermittent or reduced schedule leave may be granted in the discretion of the school district or when medically necessary. However, part-time employees are only eligible for a pro-rata portion of leave to be used on an intermittent or reduced schedule basis, based on their average hours worked per week. Where an intermittent or

reduced schedule leave is foreseeable based on planned medical treatment, the school district may transfer the employee temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position, and which has equivalent pay and benefits.

8. If an employee requests a leave for the serious health condition of the employee or the employee's spouse, child, or parent, the employee will be required to submit sufficient medical certification. In such a case, the employee must submit the medical certification within 15 days from the date of the request or as soon as practicable under the circumstances.
9. If the school district has reason to doubt the validity of a health care provider's certification, it may require a second opinion at the school district's expense. If the opinions of the first and second health care providers differ, the school district may require certification from a third health care provider at the school district's expense. An employee may also be required to present a certification from a health care provider indicating that the employee is able to return to work.
10. Requests for leave shall be made to the school district. When leave relates to an employee's spouse, son, daughter, parent, or covered servicemember being on covered active duty, or notified of an impending call or order to covered active duty pursuant to Paragraph IV.A.1.e. above, and such leave is foreseeable, the employee shall provide reasonable and practical notice to the school district of the need for leave. For all other leaves, employees must give 30 days' written notice of a leave of absence where practicable. The failure to provide the required notice may result in a delay of the requested leave. Employees are expected to make a reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the school district, subject to and in coordination with the health care provider.
11. The school district may require that a request for leave under Paragraph IV.A.1.e. above be supported by a copy of the covered military member's active duty orders or other documentation issued by the military indicating active duty or a call to active duty status and the dates of active duty service. In addition, the school district may require the employee to provide sufficient certification supporting the qualifying exigency for which leave is requested.
12. During the period of a leave permitted under this policy, the school district will provide health insurance under its group health plan under the same conditions coverage would have been provided had the employee not taken the leave. The employee will be responsible for payment of the employee contribution to continue group health insurance coverage during the leave. An employee's failure to make necessary and timely contributions may result in termination of coverage. An employee who

does not return to work after the leave may be required, in some situations, to reimburse the school district for the cost of the health plan premiums paid by it.

13. The school district may request or require the employee to substitute accrued paid leave for any part of the 12-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave. The superintendent shall be responsible to develop directives and guidelines as necessary to implement this policy. Such directives and guidelines shall be submitted to the school board for annual review.

The school district shall comply with written notice requirements as set forth in federal regulations.

14. Employees returning from a leave permitted under this policy are eligible for reinstatement in the same or an equivalent position as provided by law. However, the employee has no greater right to reinstatement or to other benefits and conditions of employment than if the employee had been continuously employed during the leave.

B. Twelve-week Leave under State Law

An employee who does not qualify for parenting leave under Paragraphs IV.A.1.a. or IV.A.1.b. above may qualify for a 12-week unpaid leave which is available to a biological or adoptive parent in conjunction with the birth or adoption of a child, or to a female employee for prenatal care or incapacity due to pregnancy, childbirth, or related health conditions. The length of the leave shall be determined by the employee but must not exceed 12 weeks unless agreed by the employer. The employee may qualify if he or she has worked for the school district for at least 12 months and has worked an average number of hours per week equal to one-half of the full time equivalent during the 12-month period immediately preceding the leave. This leave is separate and exclusive of the family and medical leave described in the preceding paragraphs but may be reduced by any period of paid parental, disability, personal, or medical, or sick leave, or accrued vacation provided by the employer so that the total leave does not exceed 12 weeks, unless agreed by the employer, or leave taken for the same purpose under the FMLA. The leave taken under this section shall begin at a time requested by the employee. An employee who plans to take leave under this section must give the employer reasonable notice of the date the leave shall commence and the estimated duration of the leave. For leave taken by a biological or adoptive parent in conjunction with the birth or adoption of a child, the leave must begin within 12 months of the birth or adoption; except that, in the case where the child must remain in the hospital longer than the mother, the leave must begin within 12 months after the child leaves the hospital.

C. Twenty-six-week Servicemember Family Military Leave

1. An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered servicemember shall be entitled to a total of 26 work weeks of leave during a 12-month period to care for the servicemember. The leave described in this paragraph shall be available only during a single 12-month period. For purposes of this leave, the need to care for a servicemember includes both physical and psychological care.
2. During a single 12-month period, an employee shall be entitled to a combined total of 26 work weeks of leave under Paragraphs IV.A. and IV.C. above.
3. The 12-month period referred to in this section begins on the first day the eligible employee takes leave to care for a covered servicemember and ends 12 months after that date.
4. Eligible spouses employed by the school district are limited to an aggregate of 26 weeks of leave during any 12-month period if leave is taken for birth of the employee's child or to care for the child after birth; for placement of a child with the employee for adoption or foster care or to care for the child after placement; to care for the employee's parent with a serious health condition; or to care for a covered servicemember with a serious injury or illness.
5. The school district may request or require the employee to substitute accrued paid leave for any part of the 26-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave.
6. An employee will be required to submit sufficient medical certification issued by the health care provider of the covered servicemember and other information in support of requested leave and eligibility for such leave under this section within 15 days from the date of the request or as soon as practicable under the circumstances.
7. The provisions of Paragraphs IV.A.7., IV.A.10., IV.A.12., IV.A.13., and IV.A.14. above shall apply to leaves under this section.

V. **SPECIAL RULES FOR INSTRUCTIONAL EMPLOYEES**

- A. An instructional employee is one whose principal function is to teach and instruct students in a class, a small group, or an individual setting. This includes, but is not limited to, teachers, coaches, driver's education instructors, and special education

assistants.

- B. Instructional employees who request foreseeable medically necessary intermittent or reduced work schedule leave greater than 20 percent of the work days in the leave period may be required to:
 - 1. take leave for the entire period or periods of the planned medical treatment; or
 - 2. move to an available alternative position for which the employee is qualified, and which provides equivalent pay and benefits, but not necessarily equivalent duties.

- C. Instructional employees who request continuous leave near the end of a semester may be required to extend the leave through the end of the semester. The number of weeks remaining before the end of a semester does not include scheduled school breaks, such as summer, winter, or spring break.
 - 1. If an instructional employee begins leave for any purpose more than five weeks before the end of a semester and it is likely the leave will last at least three weeks, the school district may require that the leave be continued until the end of the semester.
 - 2. If the employee begins leave for a purpose other than the employee's own serious health condition during the last five weeks of a semester, the school district may require that the leave be continued until the end of the semester if the leave will last more than two weeks or if the employee's return from leave would occur during the last two weeks of the semester.
 - 3. If the employee begins leave for a purpose other than the employee's own serious health condition during the last three weeks of the semester and the leave will last more than five working days, school district may require the employee to continue taking leave until the end of the semester.

- D. The entire period of leave taken under the special rules will be counted as leave. The school district will continue to fulfill the school district's leave responsibilities and obligations, including the obligation to continue the employee's health insurance and other benefits, if an instructional employee's leave entitlement ends before the involuntary leave period expires.

VI. OTHER

- A. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.

- B. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

VII. DISSEMINATION OF POLICY

- A. This policy shall be conspicuously posted in each school district building in areas accessible to employees.
- B. This policy will be reviewed at least annually for compliance with state and federal law.

Legal References: Minn. Stat. §§ 181.940-181.944 (Parenting Leave)
10 U.S.C. § 101 *et seq.* (Armed Forces General Military Law)
29 U.S.C. § 2601 *et seq.* (Family and Medical Leave Act)
38 U.S.C. § 101 (Definitions)
29 C.F.R. Part 825 (Family and Medical Leave Act)

Cross References: MSBA Service Manual, Chapter 13, School Law Bulletin “M” (Statutory Provisions Which Grant Leaves to Licensed as well as Non-Licensed School District Employees – Family and Medical Leave Act Summary)

Adopted: _____

MSBA/MASA Model Policy 413

Orig. 1995

Revised: 8/19/2019

Rev. 2017

413 HARASSMENT AND VIOLENCE

[Note: State law (Minn. Stat. § 121A.03) requires that school districts adopt a sexual, religious, and racial harassment and violence policy that conforms with the Minnesota Human Rights Act, Minn. Stat. Ch. 363A (MHRA). This policy complies with that statutory requirement and addresses the other classifications protected by the MHRA and/or federal law. While the recommendation is that school districts incorporate the other protected classifications, in addition to sex, religion, and race, into this policy, they are not specifically required to do so by Minn. Stat. § 121A.03. The Minnesota Department of Education (MDE) is required to maintain and make available a model sexual, religious, and racial harassment policy in accordance with Minn. Stat. § 121A.03. MDE’s policy differs from that of MSBA and imposes greater requirements upon school districts than required by law. For that reason, MSBA recommends the adoption of its model policy by school districts. Each school board must submit a copy of the policy the board has adopted to the Commissioner of MDE.]

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment that is free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability.

[Note: The Minnesota Human Rights Act defines “sexual orientation” to include “having or being perceived as having a self-image or identity not traditionally associated with one’s biological maleness or femaleness.” Minn. Stat. § 363A.03, Subd. 44.]

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to maintain a learning and working environment that is free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability. The school district prohibits any form of harassment or violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability.

B. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel harasses a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel through conduct or communication based on a person’s

race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability, as defined by this policy. (For purposes of this policy, school district personnel include school board members, school employees, agents, volunteers, contractors, or persons subject to the supervision and control of the district.)

- C. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel inflicts, threatens to inflict, or attempts to inflict violence upon any student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel based on a person's race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability.
- D. The school district will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence based on a person's race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability, and to discipline or take appropriate action against any student, teacher, administrator, or other school district personnel who is found to have violated this policy.

III. DEFINITIONS

- A. "Assault" is:
 - 1. an act done with intent to cause fear in another of immediate bodily harm or death;
 - 2. the intentional infliction of or attempt to inflict bodily harm upon another; or
 - 3. the threat to do bodily harm to another with present ability to carry out the threat.
- B. "Harassment" prohibited by this policy consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual's or group of individuals' race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability when the conduct:
 - 1. has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;
 - 2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or

3. otherwise adversely affects an individual's employment or academic opportunities.
- C. "Immediately" means as soon as possible but in no event longer than 24 hours.
- D. Protected Classifications; Definitions
1. "Disability" means any condition or characteristic that renders a person a disabled person. A disabled person is any person who:
 - a. has a physical, sensory, or mental impairment which materially limits one or more major life activities;
 - b. has a record of such an impairment; or
 - c. is regarded as having such an impairment.
 2. "Familial status" means the condition of one or more minors being domiciled with:
 - a. their parent or parents or the minor's legal guardian; or
 - b. the designee of the parent or parents or guardian with the written permission of the parent or parents or guardian. The protections afforded against harassment on the basis of family status apply to any person who is pregnant or is in the process of securing legal custody of an individual who has not attained the age of majority.
 3. "Marital status" means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection against harassment on the basis of the identity, situation, actions, or beliefs of a spouse or former spouse.
 4. "National origin" means the place of birth of an individual or of any of the individual's lineal ancestors.
 5. "Sex" includes, but is not limited to, pregnancy, childbirth, and disabilities related to pregnancy or childbirth.
 6. "Sexual orientation" means having or being perceived as having an emotional, physical, or sexual attachment to another person without regard to the sex of that person or having or being perceived as having an orientation for such attachment, or having or being perceived as having a self-image or identity not traditionally associated with one's biological maleness or femaleness. "Sexual orientation" does not include a physical or sexual attachment to children by an adult.

7. “Status with regard to public assistance” means the condition of being a recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.
- E. “Remedial response” means a measure to stop and correct acts of harassment or violence, prevent acts of harassment or violence from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of harassment or violence.
- F. Sexual Harassment; Definition
1. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:
 - a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or an education; or
 - b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual’s employment or education; or
 - c. that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual’s employment or education, or creating an intimidating, hostile, or offensive employment or educational environment.
 2. Sexual harassment may include, but is not limited to:
 - a. unwelcome verbal harassment or abuse;
 - b. unwelcome pressure for sexual activity;
 - c. unwelcome, sexually motivated, or inappropriate patting, pinching, or physical contact, other than necessary restraint of student(s) by teachers, administrators, or other school district personnel to avoid physical harm to persons or property;
 - d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual’s employment or educational status;
 - e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual’s employment or educational status; or

- f. unwelcome behavior or words directed at an individual because of sexual orientation, including gender identity or expression.

G. Sexual Violence; Definition

- 1. Sexual violence is a physical act of aggression or force or the threat thereof which involves the touching of another's intimate parts or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minn. Stat. § 609.341, includes the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.
- 2. Sexual violence may include, but is not limited to:
 - a. touching, patting, grabbing, or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex;
 - b. coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts;
 - c. coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or
 - d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

H. Violence; Definition

Violence prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to, race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability.

IV. REPORTING PROCEDURES

- A. Any person who believes he or she has been the target or victim of harassment or violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability by a student, teacher, administrator, or other school district personnel, or any person with knowledge or belief of conduct which may constitute harassment or violence prohibited by this policy toward a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel should report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report conduct which may constitute harassment or violence anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or

other remedial responses.

- B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.
- C. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.
- D. In Each School Building. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving oral or written reports of harassment or violence prohibited by this policy at the building level. Any adult school district personnel who receives a report of harassment or violence prohibited by this policy shall inform the building report taker immediately. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant. The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.
- E. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of harassment or violence. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute harassment or violence shall make reasonable efforts to address and resolve the harassment or violence and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute harassment or violence or who fail to make reasonable efforts to address and resolve the harassment or violence in a timely manner may be subject to disciplinary action.
- F. Upon receipt of a report, the building report taker must notify the school district human rights officer immediately, without screening or investigating the report. The building report taker may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the building report taker to the human rights officer. If the report was given verbally, the building report taker shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any harassment or violence report or complaint as provided herein may result in disciplinary action against the building report taker.
- G. In the District. The school board hereby designates _____ as the school

district human rights officer(s) to receive reports or complaints of harassment or violence prohibited by this policy. If the complaint involves a human rights officer, the complaint shall be filed directly with the superintendent.¹

- H. The school district shall conspicuously post the name of the human rights officer(s), including mailing addresses and telephone numbers.
- I. Submission of a good faith complaint or report of harassment or violence prohibited by this policy will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- J. Use of formal reporting forms is not mandatory.
- K. Reports of harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.
- L. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.
- M. Retaliation against a victim, good faith reporter, or a witness of violence or harassment is prohibited.
- N. False accusations or reports of violence or harassment against another person are prohibited.
- O. A person who engages in an act of violence or harassment, reprisal, retaliation, or false reporting of violence or harassment, or permits, condones, or tolerates violence or harassment shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, or are a party to, prohibited acts of violence or harassment or who engage in reprisal or intentional false reporting may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

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

¹ In some school districts the superintendent may be the human rights officer. If so, an alternative individual should be designated by the school board.

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

V. INVESTIGATION

- A. By authority of the school district, the human rights officer, within three (3) days of the receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- D. In addition, the school district may take immediate steps, at its discretion, to protect the target or victim, the complainant, and students, teachers, administrators, or other school district personnel pending completion of an investigation of alleged harassment or violence prohibited by this policy.
- E. The alleged perpetrator of the act(s) of harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- F. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

VI. SCHOOL DISTRICT ACTION

- A. Upon completion of an investigation that determines a violation of this policy has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be

sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and applicable school district policies and regulations.

- B. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of targets or victims of harassment or violence and the parent(s) or guardian(s) of alleged perpetrators of harassment or violence who have been involved in a reported and confirmed harassment or violence incident of the remedial or disciplinary action taken, to the extent permitted by law.
- C. In order to prevent or respond to acts of harassment or violence committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in acts of harassment or violence.

VII. RETALIATION OR REPRISAL

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

VIII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights, initiating civil action, or seeking redress under state criminal statutes and/or federal law.

IX. HARASSMENT OR VIOLENCE AS ABUSE

- A. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minn. Stat. § 626.556 may be applicable.

- B. Nothing in this policy will prohibit the school district from taking immediate action to protect victims of alleged harassment, violence, or abuse.

X. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall be conspicuously posted throughout each school building in areas accessible to students and staff members.
- B. This policy shall be given to each school district employee and independent contractor who regularly interacts with students at the time of initial employment with the school district.
- C. This policy shall appear in the student handbook.
- D. The school district will develop a method of discussing this policy with students and employees.
- E. The school district may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, resourcefulness, and/or sexual abuse prevention.
- F. This policy shall be reviewed at least annually for compliance with state and federal law.

Legal References: Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)
Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. § 626.556 *et seq.* (Reporting of Maltreatment of Minors)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)
29 U.S.C. § 794 (Rehabilitation Act of 1973, § 504)
42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)
42 U.S.C. § 2000d *et seq.* (Title VI of the Civil Rights Act of 1964)
42 U.S.C. § 2000e *et seq.* (Title VII of the Civil Rights Act)
42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)

Cross References: MSBA/MASA Model Policy 102 (Equal Educational Opportunity)
MSBA/MASA Model Policy 401 (Equal Employment Opportunity)
MSBA/MASA Model Policy 402 (Disability Nondiscrimination Policy)
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal)

of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Student Sex Nondiscrimination)
MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety Policy)
MSBA/MASA Model Policy 525 (Violence Prevention)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)

Adopted: _____

MSBA/MASA Model Policy 414

Orig. 1995

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414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE

[Note: This policy reflects the mandatory law regarding reporting of maltreatment of minors and is not discretionary in nature.]

I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.556 requiring school personnel to report suspected child neglect or physical or sexual abuse.
- B. A violation of this policy occurs when any school personnel fails to immediately report instances of child neglect or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused within the preceding three years.

III. DEFINITIONS

- A. “Accidental” means a sudden, not reasonably foreseeable, and unexpected occurrence or event which:
 - 1. is not likely to occur and could not have been prevented by exercise of due care; and
 - 2. if occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence of event.
- B. “Child” means one under age 18 and, for purposes of Minn. Stat. Ch. 260C (Child Protection) and Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment), includes an individual under age 21 who is in foster care pursuant to Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18).
- C. “Immediately” means as soon as possible but in no event longer than 24 hours.

- D. “Mandated reporter” means any school personnel who knows or has reason to believe a child is being neglected or physically or sexually abused, or has been neglected or physically or sexually abused within the preceding three years.
- E. “Neglect” means the commission or omission of any of the acts specified below, other than by accidental means:
1. failure by a person responsible for a child’s care to supply a child with necessary food, clothing, shelter, health care, medical care, or other care required for the child’s physical or mental health when reasonably able to do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;
 2. failure to protect a child from conditions or actions that seriously endanger the child’s physical or mental health when reasonably able to do so;
 3. failure to provide for necessary supervision or child care arrangements appropriate for a child after considering factors such as the child’s age, mental ability, physical condition, length of absence, or environment, when the child is unable to care for his or her own basic needs or safety or the basic needs or safety of another child in his or her care;
 4. failure to ensure that a child is educated in accordance with state law, which does not include a parent’s refusal to provide his or her child with sympathomimetic medications;
 5. prenatal exposure to a controlled substance used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child’s birth, or medical effects or developmental delays during the child’s first year of life that medically indicate prenatal exposure to a controlled substance or the presence of a fetal alcohol spectrum disorder;
 6. medical neglect as defined by Minn. Stat. § 260C.007, Subd. 6, Clause (5);
 7. chronic and severe use of alcohol or a controlled substance by a parent or person responsible for the care of the child that adversely affects the child’s basic needs and safety; or
 8. emotional harm from a pattern of behavior which contributes to impaired emotional functioning of the child which may be demonstrated by a substantial and observable effect in the child’s behavior, emotional response, or cognition that is not within the normal range for the child’s age and stage of development, with due regard to the child’s culture.

Neglect does not include spiritual means or prayer for treatment or care of disease where the person responsible for the child’s care in good faith has selected and

depended on those means for treatment or care of disease, except where the lack of medical care may cause serious danger to the child's health.

- F. "Nonmaltreatment mistake" means: (1) at the time of the incident, the individual was performing duties identified in the center's child care program plan required under Minn. Rules Part 9503.0045; (2) the individual has not been determined responsible for a similar incident that resulted in a finding of maltreatment for at least seven years; (3) the individual has not been determined to have committed a similar nonmaltreatment mistake under this paragraph for at least four years; (4) any injury to a child resulting from the incident, if treated, is treated only with remedies that are available over the counter, whether ordered by a medical professional or not; and (5) except for the period when the incident occurred, the facility and the individual providing services were both in compliance with all licensing requirements relevant to the incident. This definition only applies to child care centers licensed under Minn. Rules Ch. 9503.
- G. "Physical abuse" means any physical injury, mental injury, or threatened injury, inflicted by a person responsible for the child's care other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child's history of injuries or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minn. Stat. § 125A.0942 or § 245.825.

Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian which does not result in an injury. Abuse does not include the use of reasonable force by a teacher, principal, or school employee as allowed by Minn. Stat. § 121A.582.

Actions which are not reasonable and moderate include, but are not limited to, any of the following: (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a child with a closed fist; (3) shaking a child under age three; (4) striking or other actions which result in any nonaccidental injury to a child under 18 months of age; (5) unreasonable interference with a child's breathing; (6) threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6; (7) striking a child under age one on the face or head; (8) striking a child who is at least age one but under age four on the face or head, which results in an injury; (9) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances which were not prescribed for the child by a practitioner, in order to control or punish the child, or giving the child other substances that substantially affect the child's behavior, motor coordination, or judgment or that result in sickness or internal injury, or subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (10) unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379 including, but not limited to, tying, caging, or chaining; or (11) in a school facility or school zone, an act by a person responsible for the child's care that is a violation under Minn. Stat. § 121A.58.

- H. "Report" means any communication received by the local welfare agency, police

department, county sheriff, or agency responsible for child protection pursuant to this section that describes neglect or physical or sexual abuse of a child and contains sufficient content to identify the child and any person believed to be responsible for the neglect or abuse, if known.

- I. “School personnel” means professional employee or professional’s delegate of the school district who provides health, educational, social, psychological, law enforcement, or child care services.
- J. “Sexual abuse” means the subjection of a child by a person responsible for the child’s care, by a person who has a significant relationship to the child (as defined in Minn. Stat. § 609.341, Subd. 15), or by a person in a current or recent position of authority (as defined in Minn. Stat. § 609.341, Subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration, sexual contact, solicitation of children to engage in sexual conduct, and communication of sexually explicit materials to children. Sexual abuse also includes any act involving a minor which constitutes a violation of Minnesota statutes prohibiting prostitution or use of a minor in a sexual performance. Sexual abuse includes all reports of known or suspected child sex trafficking involving a child who is identified as a victim of sex trafficking. Sexual abuse includes threatened sexual abuse which includes the status of a parent or household member who has committed a violation which requires registration under Minn. Stat. § 243.166, Subd. 1b(a) or (b) (Registration of Predatory Offenders).
- K. “Mental injury” means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child’s ability to function within a normal range of performance and behavior with due regard to the child’s culture.
- L. “Person responsible for the child’s care” means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.
- M. “Threatened injury” means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child’s care who has subjected the child to, or failed to protect a child from, egregious harm, or a person whose parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical custody of a child has been involuntarily transferred to another.

IV. REPORTING PROCEDURES

- A. A mandated reporter as defined herein shall immediately report the neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened within the preceding three years, to the local welfare agency, police department, county sheriff, tribal social services, or tribal police department. The reporter will include his or her name and address in the report.
- B. If the immediate report has been made orally, by telephone or otherwise, the oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff, local welfare agency, or agency responsible for assisting or investigating maltreatment. The written report shall identify the child, any person believed to be responsible for the abuse or neglect of the child if the person is known, the nature and extent of the abuse or neglect and the name and address of the reporter.
- C. Regardless of whether a report is made, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident has occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.
- D. A mandated reporter who knows or has reason to know of the deprivation of parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.
- E. With the exception of a health care professional or a social service professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.
- F. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, up to and including termination of employment.
- G. Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment, or the child's access to school.
- H. Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury, and the reckless making of a false report may result in discipline. The court may also award attorney's fees.

[Note: The Minnesota Department of Education (MDE) is responsible for assessing or

investigating allegations of child maltreatment in schools. Although a report may be made to any of the agencies listed in Section IV. A., above, and there is no requirement to file more than one report, if the initial report is not made to MDE, it would be helpful to MDE if schools also report to MDE.]

V. INVESTIGATION

- A. The responsibility for investigating reports of suspected neglect or physical or sexual abuse rests with the appropriate county, state, or local agency or agencies. The agency responsible for assessing or investigating reports of child maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged perpetrator, and any other person with knowledge of the abuse or neglect for the purpose of gathering the facts, assessing safety and risk to the child, and formulating a plan. The investigating agency may interview the child at school. The interview may take place outside the presence of a school official. The investigating agency, not the school, is responsible for either notifying or withholding notification of the interview to the parent, guardian or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.
- B. When the investigating agency determines that an interview should take place on school property, written notification of intent to interview the child on school property will be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school property.
- C. Except where the alleged perpetrator is believed to be a school official or employee, the time and place, and manner of the interview on school premises shall be within the discretion of school officials, but the local welfare or law enforcement agency shall have the exclusive authority to determine who may attend the interview. The conditions as to time, place, and manner of the interview set by the school officials shall be reasonable and the interview shall be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, or school employees when an interview is conducted on school premises.
- D. Where the alleged perpetrator is believed to be a school official or employee, the school district shall conduct its own investigation independent of MDE and, if involved, the local welfare or law enforcement agency.
- E. Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school facility,

pursuant to an assessment or investigation of a maltreatment report of a student in school. The school district shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

VI. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written notification of the agency's intent to interview on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.
- B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in Paragraph A., shall be destroyed by the school only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

VII. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE

Under certain circumstances, alleged physical or sexual abuse may also be sexual harassment or violence under Minnesota law. If so, the duties relating to the reporting and investigation of such harassment or violence may be applicable.

VIII. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall appear in school personnel handbooks.
- B. The school district will develop a method of discussing this policy with school personnel.
- C. This policy shall be reviewed at least annually for compliance with state law.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.58 (Corporal Punishment)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)
Minn. Stat. § 243.166, Subd. 1b(a)(b) (Registration of Predatory Offenders)
Minn. Stat. § 245.825 (Use of Aversive or Deprivation Procedures)
Minn. Stat. § 260C.007, Subd. 6, Clause (5) (Child in Need of Protection)

Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)
Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment)
Minn. Stat. § 609.02, Subd. 6 (Definitions – Dangerous Weapon)
Minn. Stat. § 609.341, Subd. 10 (Definitions – Position of Authority)
Minn. Stat. § 609.341, Subd. 15 (Definitions – Significant Relationship)
Minn. Stat. § 609.379 (Reasonable Force)
Minn. Stat. § 626.556 *et seq.* (Reporting of Maltreatment of Minors)
Minn. Stat. § 626.5561 (Reporting of Prenatal Exposure to Controlled Substances)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

Cross References: MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

Adopted: _____

MSBA/MASA Model Policy 415

Orig. 1995

Revised: 8/19/2019

Rev. 2015

415 MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS

[Note: This policy reflects the mandatory law regarding reporting maltreatment of vulnerable adults and is not discretionary in nature.]

I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected maltreatment of vulnerable adults.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.557 requiring school personnel to report suspected maltreatment of vulnerable adults.
- B. A violation of this policy occurs when any school personnel fails to report suspected maltreatment of vulnerable adults when the school personnel has reason to believe that a vulnerable adult is being or has been maltreated, or has knowledge that a vulnerable adult has sustained a physical injury which is not reasonably explained.

III. DEFINITIONS

- A. “Mandated Reporters” means any school personnel who has reason to believe that a vulnerable adult is being or has been maltreated.
- B. “Maltreatment” means the neglect, abuse, or financial exploitation of a vulnerable adult.
- C. “Neglect” means the failure or omission by a caregiver to supply a vulnerable adult with care or services, including but not limited to, food, clothing, shelter, health care, or supervision which is: (1) reasonable and necessary to obtain or maintain the vulnerable adult’s physical or mental health or safety, considering the physical and mental capacity or dysfunction of the vulnerable adult; and (2) which is not the result of an accident or therapeutic conduct. Neglect also includes the absence or likelihood of absence of care or services, including but not limited to, food, clothing, shelter, health care, or supervision necessary to maintain the physical and mental health of the vulnerable adult which a reasonable person would deem essential to obtain or maintain the vulnerable adult’s health, safety, or comfort considering the physical or mental capacity or dysfunction of the vulnerable adult. Neglect does not include actions specifically excluded by Minn. Stat. § 626.5572, Subd. 17.

- D. “Abuse” means: (a) An act against a vulnerable adult that constitutes a violation of, an attempt to violate, or aiding and abetting a violation of: (1) assault in the first through fifth degrees as defined in sections 609.221 to 609.224; (2) the use of drugs to injure or facilitate crime as defined in section 609.235; (3) the solicitation, inducement, and promotion of prostitution as defined in section 609.322; and (4) criminal sexual conduct in the first through fifth degrees as defined in sections 609.342 to 609.3451. A violation includes any action that meets the elements of the crime, regardless of whether there is a criminal proceeding or conviction. (b) Conduct which is not an accident or therapeutic conduct as defined in this section, which produces or could reasonably be expected to produce physical pain or injury or emotional distress including, but not limited to, the following: (1) hitting, slapping, kicking, pinching, biting, or corporal punishment of a vulnerable adult; (2) use of repeated or malicious oral, written, or gestured language toward a vulnerable adult or the treatment of a vulnerable adult which would be considered by a reasonable person to be disparaging, derogatory, humiliating, harassing, or threatening; (3) use of any aversive or deprivation procedure, unreasonable confinement, or involuntary seclusion, including the forced separation of the vulnerable adult from other persons against the will of the vulnerable adult or the legal representative of the vulnerable adult; and (4) use of any aversive or deprivation procedures for persons with developmental disabilities or related conditions not authorized under section 245.825. (c) Any sexual contact or penetration as defined in section 609.341, between a facility staff person or a person providing services in the facility and a resident, patient, or client of that facility. (d) The act of forcing, compelling, coercing, or enticing a vulnerable adult against the vulnerable adult’s will to perform services for the advantage of another. Abuse does not include actions specifically excluded by Minn. Stat. § 626.5572, Subd. 2.
- E. “Financial Exploitation” means a breach of a fiduciary duty by an actor’s unauthorized expenditure of funds entrusted to the actor for the benefit of the vulnerable adult or by an actor’s failure to provide food, clothing, shelter, health care, therapeutic conduct or supervision, the failure of which results or is likely to result in detriment to the vulnerable adult. Financial exploitation also includes: the willful use, withholding or disposal of funds or property of a vulnerable adult; the obtaining of services for wrongful profit or advantage which results in detriment to the vulnerable adult; the acquisition of a vulnerable adult’s funds or property through undue influence, harassment, duress, deception or fraud; and the use of force, coercion, or enticement to cause a vulnerable adult to perform services against the vulnerable adult’s will for the profit or advantage of another.
- F. “Vulnerable Adult” means any person 18 years of age or older who: (1) is a resident or inpatient of a facility; (2) receives services required to be licensed under Minn. Stat. Ch. 245A, except as excluded under Minn. Stat. § 626.5572, Subd. 21(a)(2); (3) receives services from a licensed home care provider or person or organization that offers, provides, or arranges for personal care assistance services under the medical assistance program; or (4) regardless of residence or type of service received possesses a physical or mental infirmity or other physical,

mental, or emotional dysfunction that impairs the individual's ability to adequately provide the person's own care without assistance or supervision and, because of the dysfunction or infirmity and need for care or services, has an impaired ability to protect the individual's self from maltreatment.

- G. "Caregiver" means an individual or facility who has responsibility for the care of a vulnerable adult as a result of a family relationship, or who has assumed responsibility for all or a portion of the care of a vulnerable adult voluntarily, by contract, or by agreement.
- H. "School Personnel" means professional employees or their delegates of the school district engaged in providing health, educational, social, psychological, law enforcement, or other caretaking services of vulnerable adults.
- I. "Immediately" means as soon as possible, but no longer than 24 hours from the time initial knowledge that the incident occurred has been received.

IV. REPORTING PROCEDURES

- A. A mandated reporter as defined herein shall immediately report the suspected maltreatment to the common entry point responsible for receiving reports.
- B. Whenever a mandated reporter, as defined herein, knows or has reason to believe that an individual made an error in the provision of therapeutic conduct to a vulnerable adult which results in injury or harm, which reasonably requires the care of a physician, such information shall be reported immediately to the designated county agency. The mandated reporter also may report a belief that the error did not constitute neglect and why the error does not constitute neglect.
- C. The reporter shall to the extent possible identify the vulnerable adult, the caregiver, the nature and extent of the suspected maltreatment, any evidence of previous maltreatment, the name and address of the reporter, the time, date, and location of the incident, and any other information that the reporter believes might be helpful in investigating the suspected abuse or neglect. A mandated reporter may disclose *not public data* as defined under Minn. Stat. § 13.02 to the extent necessary to comply with the above reporting requirements.
- D. A person mandated to report suspected maltreatment of a vulnerable adult who negligently or intentionally fails to report is liable for damages caused by the failure. A negligent or intentional failure to report may result in discipline. A mandatory reporter who intentionally fails to make a report, who knowingly provides false or misleading information in reporting, or who intentionally fails to provide all the material circumstances surrounding the reported incident may be guilty of a misdemeanor.
- E. Retaliation against a person who makes a good faith report under Minnesota law and this policy, or against vulnerable adult who is named in a report is prohibited.

- F. Any person who intentionally makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The intentional making of a false report may result in discipline.

V. INVESTIGATION

The responsibility for investigating reports of suspected maltreatment of a vulnerable adult rests with the entity designated by the county for receiving reports.

VI. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall appear in school personnel handbooks where appropriate.
- B. The school district will develop a method of discussing this policy with employees where appropriate.
- C. This policy shall be reviewed at least annually for compliance with state law.

Legal References: Minn. Stat. § 13.02 (Collection, Security, and Dissemination of Records; Definitions)
Minn. Stat. § 245.825 (Aversive and Deprivation Procedures; Licensed Facilities and Services)
Minn. Stat. §§ 609.221-609.224 (Assault)
Minn. Stat. § 609.234 (Crimes Against the Person)
Minn. Stat. § 609.235 (Use of Drugs to Injure or Facilitate Crime)
Minn. Stat. § 609.322 (Solicitation, Inducement, and Promotion of Prostitution; Sex Trafficking)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. §§ 609.342-609.3451 (Criminal Sexual Conduct)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Stat. § 626.5572 (Definitions)
In re Kleven, 736 N.W.2d 707 (Minn. App. 2007)

Cross References: MSBA/MASA Model Policy 103 (Complaints – Students, Employees, Parents, Other Persons)
MSBA/MASA Model Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

Adopted: _____

MSBA/MASA Model Policy 506

Orig. 1995

Revised: 8/19/2019

Rev. 2019

506 STUDENT DISCIPLINE

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

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making, and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56.

In view of the foregoing and in accordance with Minn. Stat. § 121A.55, the school board, with the participation of school district administrators, teachers, employees, students, parents, community members, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all

students of the school district.

III. AREAS OF RESPONSIBILITY

- A. The School Board. The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.
- B. Superintendent. The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.
- C. Principal. The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- D. Teachers. All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- E. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student or prevent bodily harm or death to another.
- F. Parents or Legal Guardians. Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate

regarding the behavior of their children.

- G. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members. Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.

IV. STUDENT RIGHTS

All students have the right to an education and the right to learn.

V. STUDENT RESPONSIBILITIES

All students have the responsibility:

- A. For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures;
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students;
- F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;
- G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- H. To be aware of and comply with federal, state, and local laws;
- I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- J. To respect and maintain the school's property and the property of others;
- K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- L. To avoid inaccuracies in student newspapers or publications and refrain from

indecent or obscene language;

M. To conduct themselves in an appropriate physical or verbal manner; and

N. To recognize and respect the rights of others.

VI. CODE OF STUDENT CONDUCT

A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.

1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
2. The use of profanity or obscene language, or the possession of obscene materials;
3. Gambling, including, but not limited to, playing a game of chance for stakes;
4. Violation of the school district's Hazing Prohibition Policy;
5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
6. Violation of the school district's Student Attendance Policy;
7. Opposition to authority using physical force or violence;
8. Using, possessing, or distributing tobacco, tobacco-related devices,

electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices Policy;

9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of the school district's Weapons Policy;
14. Violation of the school district's Violence Prevention Policy;
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;
19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper

activation of fire alarms, or bomb threats;

21. Violation of the school district's Internet Acceptable Use and Safety Policy;
22. Possession of nuisance devices or objects which cause distractions and may facilitate cheating including, but not limited to, pagers, radios, and phones, including picture phones;
23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district' Bullying Prohibition Policy;
30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;
31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;
33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
34. Scholastic dishonesty which includes, but is not limited to, cheating on a

school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;

35. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to teachers or other school district personnel;
36. Violation of the school district's Harassment and Violence Policy;
37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
40. Verbal assaults or verbally abusive behavior including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people, or threatening to school property;
41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;
43. Violation of the school district's Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy;
44. Violation of the school district's one-to-one device rules and regulations;
45. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or

employees.

VII. DISCIPLINARY ACTION OPTIONS

The general policy of the school district is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.
- C. Parent contact;
- D. Parent conference;
- E. Removal from class;
- F. In-school suspension;
- G. Suspension from extracurricular activities;
- H. Detention or restriction of privileges;
- I. Loss of school privileges;
- J. In-school monitoring or revised class schedule;
- K. Referral to in-school support services;
- L. Referral to community resources or outside agency services;
- M. Financial restitution;
- N. Referral to police, other law enforcement agencies, or other appropriate authorities;

- O. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- P. Out-of-school suspension under the Pupil Fair Dismissal Act;
- Q. Preparation of an admission or readmission plan;
- R. Saturday school;
- S. Expulsion under the Pupil Fair Dismissal Act;
- T. Exclusion under the Pupil Fair Dismissal Act; and/or
- U. Other disciplinary action as deemed appropriate by the school district.

VIII. REMOVAL OF STUDENTS FROM CLASS

- A. The teacher of record shall have the general control and government of the classroom. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parents. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days, pursuant to this discipline policy.

Grounds for removal from class shall include any of the following:

1. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;
2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
3. Willful violation of any school rules, regulations, policies or procedures, including the Code of Student Conduct in this policy; or
4. Other conduct, which in the discretion of the teacher or administration, requires removal of the student from class.

Such removal shall be for at least one (1) activity period or class period of

instruction for a given course of study and shall not exceed five (5) such periods.

A student must be removed from class immediately if the student engages in assault or violent behavior. "Assault" is an act done with intent to cause fear in another of immediate bodily harm or death; or the intentional infliction of, or attempt to inflict, bodily harm upon another. The removal from class shall be for a period of time deemed appropriate by the principal, in consultation with the teacher.

- B. If a student is removed from class more than ten (10) times in a school year, the school district shall notify the parent or guardian of the student's tenth removal from class and make reasonable attempts to convene a meeting with the student's parent or guardian to discuss the problem that is causing the student to be removed from class.

[Note: The following Sections C. - K. must be developed and inserted by each school district based upon individual district practices, procedures, and preferences.]

C. Procedures for Removal of a Student From a Class.

1. *Specify procedures to be followed by a teacher, administrator or other school district employee to remove a student from a class;*
2. *Specify required approvals necessary;*
3. *Specify paperwork and reporting procedures.*

D. Responsibility for and Custody of a Student Removed From Class.

1. *Designation of where student is to go when removed;*
2. *Designation of how student is to get to designated destination;*
3. *Whether student must be accompanied;*
4. *Statement of what student is to do when and while removed;*
5. *Designation of who has control over and responsibility for student after removal from class.*

E. Procedures for Return of a Student to a Class From Which the Student Was Removed.

1. *Specification of procedures;*
2. *Actions or approvals required such as notes, conferences, readmission plans.*

F. *Procedures for Notification.*

1. *Specify procedures for notifying students and parents/guardians of violations of the rules of conduct and resulting disciplinary action;*
2. *Actions or approvals required, such as notes, conferences, readmission plans.*

G. *Disabled Students; Special Provisions.*

1. *Procedures for consideration of whether there is a need for further assessment;*
2. *Procedures for consideration of whether there is a need for a review of the adequacy of the current Individualized Education Program (IEP) of a disabled student who is removed from class or disciplined; and*
3. *Any procedures determined appropriate for referring students in need of special education services to those services.*

H. *Procedures for Detecting and Addressing Chemical Abuse Problems of Students While on School Premises.*

1. *Establishment of a chemical abuse preassessment team pursuant to Minn. Stat. § 121A.26;*
2. *Establishment of teacher reporting procedures to the chemical abuse preassessment team pursuant to Minn. Stat. § 121A.29.*

I. *Procedures for Immediate and Appropriate Interventions Tied to Violations of the Code of Student Conduct.*

J. *Any Procedures Determined Appropriate for Encouraging Early Involvement of Parents or Guardians in Attempts to Improve a Student's Behavior.*

K. *Any Procedures Determined Appropriate for Encouraging Early Detection of Behavioral Problems.*

IX. DISMISSAL

- A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion and suspension. Dismissal does not include removal from class.

The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

The school district shall not dismiss any student without attempting to provide alternative educational services before dismissal proceedings, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:

1. Willful violation of any reasonable school board regulation, including those found in this policy;
2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

C. Suspension Procedures

1. “Suspension” means an action by the school administration, under rules promulgated by the School Board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.
2. If a student’s total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student’s parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian’s expense. The purpose of this meeting is to attempt to determine the student’s need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
3. Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of

readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.

4. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6th) consecutive day of suspension or the tenth (10th) cumulative day of suspension has elapsed.
5. The school administration shall implement alternative educational services when the suspension exceeds five (5) days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minn. Stat. § 123A.05 selected to allow the student to progress toward meeting graduation standards under Minn. Stat. § 120B.02, although in a different setting.
6. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.

7. After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:
 - a. strongly encourage a parent or guardian of the student to attend school with the student for one day;
 - b. assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and
 - c. petition the juvenile court that the student is in need of services under Minn. Stat. Ch. 260C.
8. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference. (See attached sample Notice of Suspension.)
9. The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.
10. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.
11. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) days.

D. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.

3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§121A.40-121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.
5. The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56; describe alternative educational services accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE).
6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.
7. All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.
10. If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.

11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.
14. The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.
17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.
18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minn. Stat. § 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion or exclusion

action taken to the appropriate public service agency, when the student is under the supervision of such agency.

20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

X. ADMISSION OR READMISSION PLAN

A school administrator shall prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan may include measures to improve the student's behavior, including completing a character education program consistent with Minn. Stat. § 120B.232, Subd. 1, and require parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XI. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each physical assault of a school district employee by a student within thirty (30) days of the assault. This report must include a statement of the alternative educational services or other sanction, intervention, or resolution given to the student in response to the assault and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the student's age, grade, gender, race, and special education status.

XII. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13.

XIII. DISABLED STUDENTS

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parent shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

XIV. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minn. Stat. § 124D.03) or Enrollment in Nonresident District (Minn. Stat. § 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minn. Stat. Ch. 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

XV. DISTRIBUTION OF POLICY

The school district will notify students and parents of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request in each principal's office.

XVI. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. § 121A.582 (Reasonable Force)
Minn. Stat. §§ 121A.60-121A.61 (Removal from Class)
Minn. Stat. § 122A.42 (General Control of Schools)
Minn. Stat. § 123A.05 (Area Learning Center Organization)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (Enrollment in Nonresident District)
Minn. Stat. Ch.125A (Students with Disabilities)
Minn. Stat. § 152.22 (Medical Cannabis; Definitions)
Minn. Stat. § 152.23 (Medical Cannabis; Limitations)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. Ch. 260C (Juvenile Court Act)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross References: MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 419 (Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices)
MSBA/MASA Model Policy 501 (School Weapons)
MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
MSBA/MASA Model Policy 503 (Student Attendance)
MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety Policy)
MSBA/MASA Model Policy 525 (Violence Prevention)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 527 (Student Use and Parking of Motor

Vehicles; Patrols, Inspections, and Searches)
MSBA/MASA Model Policy 610 (Field Trips)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)
MSBA/MASA Model Policy 712 (Video Surveillance Other Than on
Buses)

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MSBA/MASA Model Policy 514

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514 BULLYING PROHIBITION POLICY

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

I. PURPOSE

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

II. GENERAL STATEMENT OF POLICY

- A. An act of bullying, by either an individual student or a group of students, is expressly prohibited on school premises, on school district property, at school functions or activities, or on school transportation. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources.
- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.
- C. Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.

- D. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.
- E. False accusations or reports of bullying against another student are prohibited.
- F. A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures, including the school district's discipline policy (See MSBA/MASA Model Policy 506). The school district may take into account the following factors:
 - 1. The developmental ages and maturity levels of the parties involved;
 - 2. The levels of harm, surrounding circumstances, and nature of the behavior;
 - 3. Past incidences or past or continuing patterns of behavior;
 - 4. The relationship between the parties involved; and
 - 5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based developmentally appropriate best practices that include preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent, and community participation.

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

Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events.

- G. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

For purposes of this policy, the definitions included in this section apply.

- A. “Bullying” means intimidating, threatening, abusive, or harming conduct that is objectively offensive and:
1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or
 2. materially and substantially interferes with a student’s educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

The term, “bullying,” specifically includes cyberbullying as defined in this policy.

- B. “Cyberbullying” means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.

- C. “Immediately” means as soon as possible but in no event longer than 24 hours.

- D. “Intimidating, threatening, abusive, or harming conduct” means, but is not limited to, conduct that does the following:

1. Causes physical harm to a student or a student’s property or causes a student to be in reasonable fear of harm to person or property;
2. Under Minnesota common law, violates a student’s reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; or
3. Is directed at any student or students, including those based on a person’s actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation including gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined in the Minnesota Human Rights Act (MHRA). However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or the MHRA.

- E. “On school premises, on school district property, at school functions or activities, or on school transportation” means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school

bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

- F. "Prohibited conduct" means bullying or cyberbullying as defined in this policy or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about bullying.
- G. "Remedial response" means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of prohibited conduct.
- H. "Student" means a student enrolled in a public school or a charter school.

IV. REPORTING PROCEDURE

- A. Any person who believes he or she has been the target or victim of bullying or any person with knowledge or belief of conduct that may constitute bullying or prohibited conduct under this policy shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report bullying anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available in the school district office, but oral reports shall be considered complaints as well.
- C. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of bullying or other prohibited conduct at the building level. Any person may report bullying or other prohibited conduct directly to a school district human rights officer or the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as the primary contact on policy and procedural matters. The building report taker or a third party designated by the school district shall be responsible for the investigation. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.

- D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.
- E. Reports of bullying or other prohibited conduct are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of bullying and the record of any resulting investigation.
- F. Submission of a good faith complaint or report of bullying or other prohibited conduct will not affect the complainant's or reporter's future employment, grades, work assignments, or educational or work environment.
- G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Within three days of the receipt of a complaint or report of bullying or other prohibited conduct, the school district shall undertake or authorize an investigation by the building report taker or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the bullying or other prohibited conduct, the complainant, the reporter, and students or others, pending completion of an investigation of the bullying or other prohibited conduct, consistent with applicable law.
- C. The alleged perpetrator of the bullying or other prohibited conduct shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines that bullying or other prohibited conduct has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion,

expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; the student discipline policy (See MSBA/MASA Model Policy 506) and other applicable school district policies; and applicable regulations.

- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets of bullying or other prohibited conduct and the parent(s) or guardian(s) of alleged perpetrators of bullying or other prohibited conduct who have been involved in a reported and confirmed bullying incident of the remedial or disciplinary action taken, to the extent permitted by law.
- F. In order to prevent or respond to bullying or other prohibited conduct committed by or directed against a child with a disability, the school district shall, when determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in bullying or other prohibited conduct.

VI. RETALIATION OR REPRISAL

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

VII. TRAINING AND EDUCATION

- A. The school district shall discuss this policy with school personnel and volunteers and provide appropriate training to school district personnel regarding this policy. The school district shall establish a training cycle for school personnel to occur

during a period not to exceed every three school years. Newly employed school personnel must receive the training within the first year of their employment with the school district. The school district or a school administrator may accelerate the training cycle or provide additional training based on a particular need or circumstance. This policy shall be included in employee handbooks, training materials, and publications on school rules, procedures, and standards of conduct, which materials shall also be used to publicize this policy.

- B. The school district shall require ongoing professional development, consistent with Minn. Stat. § 122A.60, to build the skills of all school personnel who regularly interact with students to identify, prevent, and appropriately address bullying and other prohibited conduct. Such professional development includes, but is not limited to, the following:
1. Developmentally appropriate strategies both to prevent and to immediately and effectively intervene to stop prohibited conduct;
 2. The complex dynamics affecting a perpetrator, target, and witnesses to prohibited conduct;
 3. Research on prohibited conduct, including specific categories of students at risk for perpetrating or being the target or victim of bullying or other prohibited conduct in school;
 4. The incidence and nature of cyberbullying; and
 5. Internet safety and cyberbullying.
- C. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying and other prohibited conduct.
- D. The administration of the school district is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the target or victim, and to make resources or referrals to resources available to targets or victims of bullying.
- E. The administration is encouraged to provide developmentally appropriate instruction and is directed to review programmatic instruction to determine if adjustments are necessary to help students identify and prevent or reduce bullying and other prohibited conduct, to value diversity in school and society, to develop and improve students' knowledge and skills for solving problems, managing conflict, engaging in civil discourse, and recognizing, responding to, and reporting bullying or other prohibited conduct, and to make effective prevention and intervention programs available to students.

The administration must establish strategies for creating a positive school climate

and use evidence-based social-emotional learning to prevent and reduce discrimination and other improper conduct.

The administration is encouraged, to the extent practicable, to take such actions as it may deem appropriate to accomplish the following:

1. Engage all students in creating a safe and supportive school environment;
 2. Partner with parents and other community members to develop and implement prevention and intervention programs;
 3. Engage all students and adults in integrating education, intervention, and other remedial responses into the school environment;
 4. Train student bystanders to intervene in and report incidents of bullying and other prohibited conduct to the schools' primary contact person;
 5. Teach students to advocate for themselves and others;
 6. Prevent inappropriate referrals to special education of students who may engage in bullying or other prohibited conduct; and
 7. Foster student collaborations that, in turn, foster a safe and supportive school climate.
- F. The school district may implement violence prevention and character development education programs to prevent or reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.
- G. The school district shall inform affected students and their parents of rights they may have under state and federal data practices laws to obtain access to data related to an incident and their right to contest the accuracy or completeness of the data. The school district may accomplish this requirement by inclusion of all or applicable parts of its protection and privacy of pupil records policy (See MSBA/MASA Model Policy 515) in the student handbook.

VIII. NOTICE

- A. The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.
- B. This policy or a summary thereof must be conspicuously posted in the administrative offices of the school district and the office of each school.
- C. This policy must be given to each school employee and independent contractor

who regularly interacts with students at the time of initial employment with the school district.

- D. Notice of the rights and responsibilities of students and their parents under this policy must be included in the student discipline policy (See MSBA/MASA Model Policy 506) distributed to parents at the beginning of each school year.
- E. This policy shall be available to all parents and other school community members in an electronic format in the language appearing on the school district's or a school's website.
- F. The school district shall provide an electronic copy of its most recently amended policy to the Commissioner of Education.

IX. POLICY REVIEW

To the extent practicable, the school board shall, on a cycle consistent with other school district policies, review and revise this policy. The policy shall be made consistent with Minn. Stat. § 121A.031 and other applicable law. Revisions shall be made in consultation with students, parents, and community organizations.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120A.05, Subds. 9, 11, 13, and 17 (Definition of Public School)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.03 (Sexual, Religious and Racial Harassment and Violence)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.0311 (Notice of Rights and Responsibilities of Students and Parents under the Safe and Supportive Minnesota Schools Act)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. Ch. 124E (Charter School)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1 - 99.67 (Family Educational Rights and Privacy)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
MSBA/MASA Model Policy 423 (Employee-Student Relationships)
MSBA/MASA Model Policy 501 (School Weapons Policy)

MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 507 (Corporal Punishment)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil
Records)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Student Sex Nondiscrimination)
MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety
Policy)
MSBA/MASA Model Policy 525 (Violence Prevention)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 529 (Staff Notification of Violent Behavior
by Students)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)
MSBA/MASA Model Policy 712 (Video Surveillance Other Than on
Buses)

Adopted: _____

MSBA/MASA Model Policy 522

Orig. 1995

Revised: 8/19/2019

Rev. 2003

522 STUDENT SEX NONDISCRIMINATION

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

I. PURPOSE

Students are protected from discrimination on the basis of sex pursuant to Title IX of the Education Amendments of 1972 and the Minnesota Human Rights Act. The purpose of this policy is to provide equal educational opportunity for all students and to prohibit discrimination on the basis of sex.

II. GENERAL STATEMENT OF POLICY

- A. The school district provides equal educational opportunity for all students and does not unlawfully discriminate on the basis of sex. No student will be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any educational program or activity operated by the school district on the basis of sex.
- B. Every school district employee shall be responsible for complying with this policy.
- C. The school board hereby designates _____ *[name, office address and telephone number, and work e-mail address]* as its Title IX coordinator. This employee coordinates the school district's efforts to comply with and carry out its responsibilities under Title IX.
- D. Any student, parent, or guardian having questions regarding the application of Title IX and its regulations and/or this policy should discuss them with the Title IX coordinator. Questions relating solely to Title IX and its regulations may be referred to the Assistant Secretary for Civil Rights of the United States Department of Education. In the absence of a specific designee, an inquiry or complaint should be referred to the superintendent or the school district human rights officer.

III. REPORTING GRIEVANCE PROCEDURES

- A. Any student who believes he or she has been the victim of unlawful sex discrimination by a teacher, administrator, or other school district personnel, or any person with knowledge or belief of conduct which may constitute unlawful sex discrimination toward a student should report the alleged acts immediately to an appropriate school district official designated by this policy or may file a grievance. The school district encourages the reporting party or complainant to

use the report form available from the principal of each building or available from the school district office, but oral reports shall be considered complaints as well. Nothing in this policy shall prevent any person from reporting unlawful sex discrimination toward a student directly to a school district human rights officer or to the superintendent.

- B. In Each School Building. The building principal is the person responsible for receiving oral or written reports or grievances of unlawful sex discrimination toward a student at the building level. Any adult school district personnel who receives a report of unlawful sex discrimination toward a student shall inform the building principal immediately.
- C. Upon receipt of a report or grievance, the principal must notify the school district human rights officer immediately, without screening or investigating the report. The principal may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the principal to the human rights officer. If the report was given verbally, the principal shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any report or complaint of unlawful sex discrimination toward a student as provided herein may result in disciplinary action against the principal. If the complaint involves the building principal, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.
- D. The school board hereby designates _____ *[name, office address and telephone number, and work e-mail address]* as the school district human rights officer(s) to receive reports, complaints or grievances of unlawful sex discrimination toward a student. If the complaint involves a human rights officer, the complaint shall be filed directly with the superintendent.

[Note: In some school districts, the Title IX coordinator and human rights officer may be the same. If so, a school district need only insert "its Title IX coordinator" in the blank without designating a name, office address and telephone number, and work e-mail address, which are provided elsewhere in the policy. If they are different, or if more than one human rights officer is designated, this information should be inserted and kept up to date. Also, in some school districts, the superintendent may be the designated human rights officer. If so, an alternative individual should be designated by the school board for complaints involving the superintendent.]

- E. The school district shall conspicuously post the names of the Title IX coordinator and human rights officer(s), including office addresses and telephone numbers and work e-mail addresses.
- F. Submission of a good faith complaint, grievance, or report of unlawful sex discrimination toward a student will not affect the complainant or reporter's future employment, grades, or work assignments.

- G. Use of formal reporting forms is not mandatory.
- H. The school district will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

IV. INVESTIGATION

- A. By authority of the school district, the human rights officer, upon receipt of a report, complaint, or grievance alleging unlawful sex discrimination toward a student, shall promptly undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- D. In addition, the school district may take immediate steps, at its discretion, to protect the complainant, pupils, teachers, administrators, or other school personnel pending completion of an investigation of alleged unlawful sex discrimination toward a student.
- E. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

V. SCHOOL DISTRICT ACTION

- A. Upon conclusion of the investigation and receipt of a report, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements,

Minnesota and federal law, and school district policies.

- B. The result of the school district's investigation of each complaint filed under these procedures will be reported in writing to the complainant by the school district in accordance with state and federal law regarding data or records privacy.

VI. REPRISAL

The school district will discipline or take appropriate action against any pupil, teacher, administrator, or other school personnel who retaliates against any person who reports alleged unlawful sex discrimination toward a student or any person who testifies, assists, or participates in an investigation, or who testifies, assists, or participates in a proceeding or hearing relating to such unlawful sex discrimination. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

VII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights, initiating civil action or seeking redress under state criminal statutes and/or federal law, or contacting the Office of Civil Rights for the United States Department of Education.

VIII. DISSEMINATION OF POLICY AND EVALUATION

- A. This policy shall be made available to all students, parents/guardians of students, staff members, employee unions, and organizations.
- B. The school district shall review this policy and the school district's operation for compliance with state and federal laws prohibiting discrimination on a continuous basis.

Legal References: Minn. Stat. § 121A.04 (Athletic Programs; Sex Discrimination)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
34 C.F.R. Part 106 (Implementing Regulations of Title IX)

Cross References: MSBA/MASA Model Policy 102 (Equal Educational Opportunity)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)

- 8) School District Policy 524 - Internet Acceptable Use and Safety Policy
- 9) School District Policy 616 - School District System Accountability

Adopted: _____

MSBA/MASA Model Policy 616

Orig. 1997

Revised: 8/19/2019

Rev. 2019

616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

[Note: Minn. Stat. § 120B.11 requires school districts to adopt a comprehensive long-term strategic plan that addresses the review of curriculum, instruction, student achievement, and assessment. MSBA/MASA Model Policies 601, 603, and 616 address these statutory requirements. In addition, MSBA/MASA Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minn. Stat. § 120B.11.]

I. PURPOSE

The purpose of this policy is to focus public education strategies on a process which promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota Academic Standards and federal law.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota Academic Standards and federal law will require a new level of accountability for the school district. The school district will establish a system to transition to the graduation requirements of the Minnesota Academic Standards. The school district also will establish a system to review and improve instruction, curriculum, and assessment which will include substantial input by students, parents or guardians, and local community members. The school district will be accountable to the public and the state through annual reporting.

III. DEFINITIONS

- A. “Credit” means a student’s successful completion of an academic year of study or a student’s mastery of the applicable subject matter, as determined by the school district.
- B. “Graduation Standards” means the credit requirements and locally adopted content standards or Minnesota Academic Standards that school districts must offer and certify that students complete to be eligible for a high school diploma.
- C. “World’s best workforce” means striving to: meet school readiness goals; have all third grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students

attain career and college readiness before graduating from high school; and have all students graduate from high school.

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING

A. School District Goals

1. The school board has established school district-wide goals which provide broad direction for the school district. Incorporated in these goals are the graduation and education standards contained in the Minnesota Academic Standards and federal law. The broad goals shall be reviewed annually and approved by the school board. The school board shall adopt annual goals based on the recommendations of the school district's Advisory Committee.
2. The Advisory Committee will be established by the school board to ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards.
3. The school district-wide improvement goals should address recommendations identified through the Advisory Committee process. The school district's goal setting process will include consideration of individual site goals. School district goals may also be developed through an education effectiveness program, an evaluation of student progress committee, or through some other locally determined process.

- B. System for Reviewing All Instruction and Curriculum. Incorporated in the process will be analysis of the school district's progress toward implementation of the Minnesota Academic Standards. Instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, student outcomes, principal evaluations under Minn. Stat. § 123B.147, Subd. 3, and teacher evaluations under Minn. Stat. § 122A.40, Subd. 8, or 122A.41, Subd. 5.

[Insert Local Cycle in this space]

C. Implementation of Graduation Requirements

1. The Advisory Committee shall also advise the school board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. Recommendations of the Advisory Committee shall be published annually to the community. The school board shall receive public input and comment and shall adopt or update this policy at least annually.

2. The school board shall annually review and determine if student achievement levels at each school site meet federal expectations. If the school board determines that student achievement levels at a school site do not meet federal expectations and the site has not made adequate yearly progress for two consecutive school years, the Advisory Committee shall work with the school site to adopt a plan to raise student achievement levels to meet federal expectations. The Advisory Committee may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) (Commissioner) in developing a plan which must include parental involvement components.
3. The educational assessment system component utilized by the school board to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of achievement growth that show an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable statewide or districtwide assessments. The school board will utilize models developed by the Commissioner for measuring individual student progress. The school board must coordinate with MDE in evaluating school sites and continuous improvement plans, consistent with best practices.

D. Comprehensive Continuous Improvement of Student Achievement

1. By [date] of each year, the Advisory Committee will meet to advise and assist the school district in the implementation of the school district system accountability and comprehensive continuous improvement process.
2. The Advisory Committee, working in cooperation with other committees of the school district [*such as the Technology, Educational Effectiveness, Grade Level, Site Instruction, Curriculum and Assessment Committees, etc.*], will provide active community participation in:
 - a. Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota Academic Standards;
 - b. Identifying annual instruction and curriculum improvement goals for recommendation to the school board;
 - c. Making recommendations regarding the evaluation process that will be used to measure school district progress toward its goals;
 - d. Advising the school board about development of the annual

budget.

3. The Advisory Committee shall meet the following criteria:
 - a. The Advisory Committee shall ensure active community participation in all planning for instruction and curriculum affecting Graduation Standards.
 - b. The Advisory Committee shall make recommendations to the school board on school district-wide standards, assessments, and program evaluation.
 - c. Building teams may be established as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as well as methods to use technology in meeting the school district improvement plan.
 - d. A local plan to evaluate student progress, using a local process, shall be used for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the Advisory Committee in the instruction and curriculum review process. This plan shall annually be approved by the school board.

4. The Advisory Committee shall, when possible, be comprised of at least two-thirds community representatives and shall reflect the diversity of the community. To the extent possible, the Advisory Committee shall reflect the diversity of the school district and its school sites and include teachers, parents, support staff, students, and other community residents. Included in its membership should be:
 - a. The Director of Curriculum (or similar educational leader)
 - b. Principal
 - c. School Board Member
 - d. Student Representative
 - e. One teacher from each building or instructional level
 - f. Two parents from each building or instructional level
 - g. Two residents without school-aged children, non-representative of local business or industry

- h. Two residents representative of local business or industry
- i. District Assessment Coordinator (if different from “a.” above)

[Note: This Advisory Committee composition is a model only.]

5. Translation services should be provided to the extent appropriate and practicable.

6. The Advisory Committee shall meet the following timeline each year:

Month: Organizational meeting of the Committee to review the authorizing legislation and the roles and responsibilities of the Committee as determined by the school board.

Month(s): Agree on the process to be used. Become familiar with the instruction and curriculum of the cycle content area.

Month(s): Review evaluation results and prepare recommendations.

Month: Present recommendations to the school board for its input and approval.

E. Evaluation of Student Progress Committee. A committee of professional staff shall develop a plan for assessment of student progress toward Literacy by Grade 3, the Graduation Standards, as well as program evaluation data for use by the Advisory Committee to review instruction and curriculum, cultural competencies, including cultural awareness and cross-cultural communication, and student achievement at the school site. This plan shall annually be approved by the school board.

F. Reporting

1. Consistent with Minn. Stat. § 120B.36, Subd. 1, the school board shall publish a report in the local newspaper with the largest circulation in the district, by mail, or by electronic means on the school district website. The school board shall hold an annual public meeting to review and revise, where appropriate, student achievement goals, local assessment outcomes, plans, strategies, and practices for improving curriculum and instruction and cultural competency and efforts to equitably distribute diverse, effective, experienced, and in-field teachers, and to review school district success in realizing the previously adopted student achievement goals and related benchmarks and the improvement plans leading to the world’s best workforce. The school board must transmit an electronic summary of its report to the Commissioner in the form and manner the

Commissioner determines. The school district shall periodically survey affected constituencies in their native languages, where appropriate and practicable, about their connection to and level of satisfaction with school. The school district shall include the results of this evaluation in its published reports and in its summary report to the Commissioner.

2. The school performance report for a school site and a school district must include performance reporting information and calculate proficiency rates as required by the most recently reauthorized Elementary and Secondary Education Act.

Legal References:

Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.35 (Student Achievement Levels)
Minn. Stat. § 120B.36 (School Accountability; Appeals Process)
Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)
Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123B.04 (Site Decision Making Agreement)
Minn. Stat. § 123B.147, Subd. 3 (Principals)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References:

MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 617 (School District Insurance of

Preparatory and High School Standards)
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)
MSBA/MASA Model Policy 619 (Staff Development for Standards)
MSBA/MASA Model Policy 620 (Credit for Learning)

Adopted: _____

MSBA/MASA Model Policy 806

Orig. 1999

Revised: 8/19/2019

Rev. 2014

806 CRISIS MANAGEMENT POLICY

[Note: The Commissioner of Education is required to maintain and make available to school boards and charter schools a Model Crisis Management Policy. See Minn. Stat. § 121A.035. School boards and charter schools must adopt a Crisis Management Policy to address potential crisis situations in their school districts or charter schools. Id. This Model Crisis Management Policy was originally the result of a collaborative effort between the Minnesota Department of Education, Division of Compliance and Assistance; the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management; and the Minnesota School Boards Association.]

I. PURPOSE

The purpose of this Model Crisis Management Policy is to act as a guide for school district and building administrators, school employees, students, school board members, and community members to address a wide range of potential crisis situations in the school district. For purposes of this Policy, the term, “school districts,” shall include charter schools. The step-by-step procedures suggested by this Policy will provide guidance to each school building in drafting crisis management plans to coordinate protective actions prior to, during, and after any type of emergency or potential crisis situation. Each school district should develop tailored building-specific crisis management plans for each school building in the school district, and sections or procedures may be added or deleted in those crisis management plans based on building needs.

The school district will, to the extent possible, engage in ongoing emergency planning within the school district and with emergency responders and other relevant community organizations. The school district will ensure that relevant emergency responders in the community have access to their building-specific crisis management plans and will provide training to school district staff to enable them to act appropriately in the event of a crisis.

II. GENERAL INFORMATION

A. The Policy and Plans

The school district’s Crisis Management Policy has been created in consultation with local community response agencies and other appropriate individuals and groups that would likely be involved in the event of a school emergency. It is designed so that each building administrator can tailor a building-specific crisis management plan to meet that building’s specific situation and needs.

The school district's administration and/or the administration of each building shall present tailored building-specific crisis management plans to the school board for review and approval. The building-specific crisis management plans will include general crisis procedures and crisis-specific procedures. Upon approval by the school board, such crisis management plans shall be an addendum to this Crisis Management Policy. This Policy and the plans will be maintained and updated on an annual basis.

B. Elements of the District Crisis Management Policy

1. General Crisis Procedures. The Crisis Management Policy includes general crisis procedures for securing buildings, classroom evacuation, building evacuation, campus evacuation, and sheltering. The Policy designates the individual(s) who will determine when these actions will be taken. These district-wide procedures may be modified by building administrators when creating their building-specific crisis management plans. A communication system will be in place to enable the designated individual to be contacted at all times in the event of a potential crisis, setting forth the method to contact the designated individual, the provision of at least two designees when the contact person is unavailable, and the method to convey contact information to the appropriate staff persons. The alternative designees may include members of the emergency first responder response team. A secondary method of communication should be included in the plan for use when the primary method of communication is inoperable. Each building in the school district will have access to a copy of the Comprehensive School Safety Guide (2011 Edition) to assist in the development of building-specific crisis management plans.

All general crisis procedures will address specific procedures for the safe evacuation of children and employees with special needs such as physical, sensory, motor, developmental, and mental health challenges.

[Note: More specific information on planning for children with special needs can be found in the Comprehensive School Safety Guide (2011 Edition) and United States Department of Education's document entitled, "Practical Information on Crisis Planning, a Guide for Schools and Communities." A website link is provided in the resource section of this Policy.]

- a. Lock-Down Procedures. Lock-down procedures will be used in situations where harm may result to persons inside the school building, such as a shooting, hostage incident, intruder, trespass, disturbance, or when determined to be necessary by the building administrator or his or her designee. The building administrator or designee will announce the lock-down over the public address system or other designated system. Code words will not be used. Provisions for emergency evacuation will be maintained even in

the event of a lock-down. Each building administrator will submit lock-down procedures for their building as part of the building-specific crisis management plan.

[Note: State law requires a minimum of five school lock-down drills each school year. See Minn. Stat. § 121A.035.]

- b. Evacuation Procedures. Evacuations of classrooms and buildings shall be implemented at the discretion of the building administrator or his or her designee. Each building's crisis management plan will include procedures for transporting students and staff a safe distance from harm to a designated safe area until released by the building administrator or designee. Safe areas may change based upon the specific emergency situation. The evacuation procedures should include specific procedures for children with special needs, including children with limited mobility (wheelchairs, braces, crutches, etc.), visual impairments, hearing impairments, and other sensory, developmental, or mental health needs. The evacuation procedures should also address transporting necessary medications for students that take medications during the school day.

[Note: State law requires a minimum of five school fire drills, consistent with Minn. Stat. § 299F.30, and one school tornado drill each school year. See Minn. Stat. § 121A.035.]

- c. Sheltering Procedures. Sheltering provides refuge for students, staff, and visitors within the school building during an emergency. Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change based upon the specific emergency. The building administrator or his or her designee will announce the need for sheltering over the public address system or other designated system. Each building administrator will submit sheltering procedures for his or her building as part of the building-specific crisis management plan.

[Note: The Comprehensive School Safety Guide (2011 Edition) has sample lock-down procedures, evacuation procedures, and sheltering procedures.]

2. Crisis-Specific Procedures. The Crisis Management Policy includes crisis-specific procedures for crisis situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed to enable building administrators to tailor response procedures when creating building-specific crisis management plans.

[Note: The Comprehensive School Safety Guide (2011 Edition) includes crisis-specific procedures.]

3. School Emergency Response Teams

- a. Composition. The building administrator in each school building will select a school emergency response team that will be trained to respond to emergency situations. All school emergency response team members will receive on-going training to carry out the building's crisis management plans and will have knowledge of procedures, evacuation routes, and safe areas. For purposes of student safety and accountability, to the extent possible, school emergency response team members will not have direct responsibility for the supervision of students. Team members must be willing to be actively involved in the resolution of crises and be available to assist in any crisis situation as deemed necessary by the building administrator. Each building will maintain a current list of school emergency response team members which will be updated annually. The building administrator, and his or her alternative designees, will know the location of that list in the event of a school emergency. A copy of the list will be kept on file in the school district office, or in a secondary location in single building school districts.

[Note: The Comprehensive School Safety Guide (2011 Edition) has a sample School Emergency Response Team list.]

- b. Leaders. The building administrator or his or her designee will serve as the leader of the school emergency response team and will be the primary contact for emergency response officials. In the event the primary designee is unavailable, the designee list should include more than one alternative designee and may include members of the emergency response team. When emergency response officials are present, they may elect to take command and control of the crisis. It is critical in this situation that school officials assume a resource role and be available as necessary to emergency response officials.

III. PREPARATION BEFORE AN EMERGENCY

A. Communication

1. District Employees. Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they must be aware of their role in responding to crisis situations. This also applies to non-teaching school personnel who have direct contact with students. All staff shall be aware of the school district's Crisis Management Policy and their own building's crisis management plan. Each school's building-specific crisis management plan shall include the method and dates of dissemination of the plan to its staff. Employees will receive a copy of the relevant

building-specific crisis management plans and shall receive periodic training on plan implementation.

2. Students and Parents. Students and parents shall be made aware of the school district's Crisis Management Policy and relevant tailored crisis management plans for each school building. Each school district's building-specific crisis management plan shall set forth how students and parents are made aware of the district and school-specific plans. Students shall receive specific instruction on plan implementation and shall participate in a required number of drills and practice sessions throughout the school year.

B. Planning and Preparing for Fire

1. Designate a safe area at least 50 feet away from the building to enable students and staff to evacuate. The safe area should not interfere with emergency responders or responding vehicles and should not be in an area where evacuated persons are exposed to any products of combustion. (Depending on the wind direction, where the building on fire is located, the direction from which the fire is arriving, and the location of fire equipment, the distance may need to be extended.)

[Note: Evacuation areas at least 50 feet from school buildings are recommended but not mandated by statute or rule. Evacuation areas should be selected based on safety and the individual school site's proximity to streets, traffic patterns, and other hazards.]

2. Each building's facility diagram and site plan shall be available in appropriate areas of the building and shall identify the most direct evacuation routes to the designated safe areas both inside and outside of the building. The facility diagram and site plan must identify the location of the fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs.
3. Teachers and staff will receive training on the location of the primary emergency evacuation routes and alternate routes from various points in the building. During fire drills, students and staff will practice evacuations using primary evacuation routes and alternate routes.
4. Certain employees, such as those who work in hazardous areas in the building, will receive training on the locations and proper use of fire extinguishers and protective clothing and equipment.
5. Fire drills will be conducted periodically without warning at various times of the day and under different circumstances, e.g., lunchtime, recess, and during assemblies. State law requires a minimum of five fire drills each school year, consistent with Minn. Stat. § 299F.30. See Minn. Stat. § 121A.035.

[Note: The State Fire Marshal advises schools to defer fire drills during the winter months.]

6. A record of fire drills conducted at the building will be maintained in the building administrator's office.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Preparedness/Planning section, has a sample fire drills schedule and log.]

7. The school district will have prearranged sites for emergency sheltering and transportation as needed.
8. The school district will determine which staff will remain in the building to perform essential functions if safe to do so (e.g., switchboard, building engineer, etc.). The school district also will designate an administrator or his or her designee to meet local fire or law enforcement agents upon their arrival.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Response section, has a sample fire procedure form, evacuation/relocation and student reunification/release procedures, and planning for student reunification.]

C. Facility Diagrams and Site Plans

All school buildings will have a facility diagram and site plan that includes the location of primary and secondary evacuation routes, exits, designated safe areas inside and outside of the building, and the location of fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs. All facility diagrams and site plans will be updated regularly and whenever a major change is made to a building. Facility diagrams and site plans will be maintained by the building administrator and will be easily accessible and on file in the school district office. Facility diagrams and site plans will be provided to first responders, such as fire and law enforcement personnel.

[Note: For single building school districts, such as charter schools, a secondary location for the diagrams and site plans will be included in the district's Crisis Management Policy and may include filing documents with a charter school sponsor, or compiling facility diagrams and site plans on a CD-Rom and distributing copies to first responders or sharing the documents with first responders during the crisis planning process.]

[Note: To the extent data contained in facility diagrams and site plans constitute security information pursuant to Minn. Stat. § 13.37, school districts are advised to consult with appropriate officials and/or legal counsel prior to dissemination of the facility diagrams or site plans to anyone other than first

responders.]

D. Emergency Telephone Numbers

Each building will maintain a current list of emergency telephone numbers and the names and addresses of local, county, and state personnel who may be involved in a crisis situation. The list will include telephone numbers for local police, fire, ambulance, hospital, the Poison Control Center, county and state emergency management agencies, local public works departments, local utility companies, the public health nurse, mental health/suicide hotlines, and the county welfare agency. A copy of this list will be kept on file in the school district office, or at a secondary location for single building school districts, and updated annually.

School district employees will receive training on how to make emergency contacts, including 911 calls, when the school district's main telephone number and location is electronically conveyed to emergency personnel instead of the specific building in need of emergency services.

School district plans will set forth a process to internally communicate an emergency, using telephones in classrooms, intercom systems, or two-way radios, as well as the procedure to enable the staff to rapidly convey emergency information to a building designee. Each plan will identify a primary and secondary method of communication for both internal and secondary use. It is recommended that the plan include several methods of communication because computers, intercoms, telephones, and cell phones may not be operational or may be dangerous to use during an emergency.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Preparedness/Planning section, has a sample Emergency Phone Numbers list.]

E. Warning and Notification Systems

The school district shall maintain a warning system designed to inform students, staff, and visitors of a crisis or emergency. This system shall be maintained on a regular basis under the maintenance plan for all school buildings. The school district should consider an alternate notification system to address the needs of staff and students with special needs, such as vision or hearing.

The building administrator shall be responsible for informing students and employees of the warning system and the means by which the system is used to identify a specific crisis or emergency situation. Each school's building-specific crisis management plan will include the method and frequency of dissemination of the warning system information to students and employees.

F. Early School Closure Procedures

The superintendent will make decisions about closing school or buildings as early

in the day as possible. The early school closure procedures will set forth the criteria for early school closure (e.g., weather-related, utility failure, or a crisis situation), will specify how closure decisions will be communicated to staff, students, families, and the school community (designated broadcast media, local authorities, e-mail, or district or school building web sites), and will discuss the factors to be considered in closing and reopening a school or building.

Early school closure procedures also will include a reminder to parents and guardians to listen to designated local radio and TV stations for school closing announcements, where possible.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Response section, provides universal procedures for severe weather shelter.]

G. Media Procedures

The superintendent has the authority and discretion to notify parents or guardians and the school community in the event of a crisis or early school closure. The superintendent will designate a spokesperson who will notify the media in the event of a crisis or early school closure. The spokesperson shall receive training to ensure that the district is in strict compliance with federal and state law relative to the release of private data when conveying information to the media.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Response section, has a sample Media Procedures form.]

H. Behavioral Health Crisis Intervention Procedures

Short-term behavioral health crisis intervention procedures will set forth the procedure for initiating behavioral health crisis intervention plans. The procedures will utilize available resources including the school psychologist, counselor, community behavioral health crisis intervention, or others in the community. Counseling procedures will be used whenever the superintendent or the building administrator determines it to be necessary, such as after an assault, a hostage situation, shooting, or suicide. The behavioral health crisis intervention procedures shall include the following steps:

1. Administrator will meet with relevant persons, including school psychologists and counselors, to determine the level of intervention needed for students and staff.
2. Designate specific rooms as private counseling areas.
3. Escort siblings and close friends of any victims as well as others in need of emotional support to the counseling areas.
4. Prohibit media from interviewing or questioning students or staff.

5. Provide follow-up services to students and staff who receive counseling.
6. Resume normal school routines as soon as possible.

I. Long-Term Recovery Intervention Procedures

Long-term recovery intervention procedures may involve both short-term and long-term recovery planning:

1. Physical/structural recovery.
2. Fiscal recovery.
3. Academic recovery.
4. Social/emotional recovery.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Recovery section, addresses the recovery components in more detail.]

IV. SAMPLE PROCEDURES INCLUDED IN THIS POLICY

Sample procedures for the various hazards/emergencies listed below are attached to this Policy for use when drafting specific crisis management plans. Additional sample procedures may be found in the Response section of the Comprehensive School Safety Guide (2011 Edition). After approval by the school board, an adopted procedure will become an addendum to the Crisis Management Policy.

- A. Fire
- B. Hazardous Materials
- C. Severe Weather: Tornado/Severe Thunderstorm/Flooding
- D. Medical Emergency
- E. Fight/Disturbance
- F. Assault
- G. Intruder
- H. Weapons
- I. Shooting
- J. Hostage

- K. Bomb Threat
- L. Chemical or Biological Threat
- M. Checklist for Telephone Threats
- N. Demonstration
- O. Suicide
- P. Lock-down Procedures
- Q. Shelter-In-Place Procedures
- R. Evacuation/Relocation
- S. Media Procedures
- T. Post-Crisis Procedures
- U. School Emergency Response Team
- V. Emergency Phone Numbers
- W. Highly Contagious Serious Illness or Pandemic Flu

V. MISCELLANEOUS PROCEDURES

A. Chemical Accidents

Procedures for reporting chemical accidents shall be posted at key locations such as chemistry labs, art rooms, swimming pool areas, and janitorial closets.

[Note: School buildings must maintain Material Safety Data Sheets (M.S.D.S.) for all chemicals on campus. State law, federal law, and OSHA require that pertinent staff have access to M.S.D.S. in the event of a chemical accident.]

B. Visitors

The school district shall implement procedures mandating visitor sign in and visitors in school buildings. See MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites).

The school district shall implement procedures to minimize outside entry into school buildings except at designated check-in points and assure that all doors are locked prior to and after regular building hours.

C. Student Victims of Criminal Offenses at or on School Property

The school district shall establish procedures allowing student victims of criminal offenses on school property the opportunity to transfer to another school within the school district.

[Note: The Every Student Succeeds Act, 20 U.S.C. § 6301, et seq.; Title IX, 20 U.S.C. § 1681, et seq.; and the Unsafe School Choice Option, 20 U.S.C. § 7912, require school districts to establish such transfer procedures.]

D. Radiological Emergencies at Nuclear Generating Plants [OPTIONAL]

School districts within a 10 mile radius of the Monticello or Prairie Island nuclear power plants will implement crisis plans in the event of an accident or incident at the power plant.

Questions relative to the creation or implementation of such plans will be directed to the Minnesota Department of Public Safety.

Legal References: Minn. Stat. Ch. 12 (Emergency Management)
Minn. Stat. Ch. 12A (Natural Disaster; State Assistance)
Minn. Stat. § 121A.035 (Crisis Management Policy)
Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. § 299F.30 (Fire Drill in School)
Minn. Stat. § 326B.02, Subd. 6 (Powers)
Minn. Stat. § 326B.106 (General Powers of Commissioner of Labor and Industry)
Minn. Stat. § 609.605, Subd. 4 (Trespasses on School Property)
Minn. Rules Ch. 7511 (Fire Safety)
20 U.S.C. § 1681, et seq. (Title IX)
20 U.S.C. § 6301, et seq. (Every Student Succeeds Act)
20 U.S.C. § 7912 (Unsafe School Choice Option)
42 U.S.C. § 5121 et seq. (Disaster Relief and Emergency Assistance)

Cross References: MSBA/MASA Model Policy 407 (Employee Right to Know – Exposure to Hazardous Substances)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 501 (School Weapons Policy)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 532 (Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds)
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites)
<https://dps.mn.gov/divisions/sfm/documents/2011comprehensiveschoolsafetyguide.pdf>

Adopted: _____

MSBA/MASA Model Policy 808
Orig. 2020

Revised: _____

808 COVID-19 FACE COVERING POLICY

[Note: The Governor’s Emergency Executive Order 20-81 generally requires Minnesotans to wear a face covering in certain settings and circumstances, including in various school settings. Emergency Executive Order 20-82 states that all Minnesota public schools must adhere to parameters determined by Minnesota Department of Health (“MDH”) in implementing or shifting between in-person learning, hybrid learning and distance learning. MDH’s Safe Learning Plan for 2020-21 and the 2020-2021 Planning Guide for Schools requires school district and charter schools to develop and implement a face covering policy that is clearly posted and communicated to students, staff, families, and potential visitors to the school building. The provisions of this policy substantially reflect the requirements of the 2020-2021 Planning Guide for Schools, Executive Order 20-81, and Executive Order 20-82.]

I. PURPOSE

The purpose of this policy is to establish requirements for employees, students, and other persons (including visitors, guests, contractors, etc.) present on school property to wear face coverings in classrooms, preschool, child care settings and other indoor areas, as well as outdoor areas where a physical distance of 6 feet cannot be maintained between persons, in order to minimize exposure to COVID-19.

II. GENERAL OF STATEMENT OF POLICY

- A. The policy of the school district is to comply with Executive Order 20-81, Executive Order 20-82, and applicable face covering requirements from the Minnesota Department of Health and the Minnesota Department of Education.
- B. Face coverings are meant to protect other people in case the wearer does not know they are infected.
- C. Unless an exception described in Part IV below applies, all students, staff, and other people present indoors in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering.
- D. A violation of this policy occurs when any student, staff, or other person present in a school building, in the school district office, or on a school transportation vehicle fails to wear a face covering, unless an enumerated exception applies.

III. DEFINITION OF FACE COVERING

- A. A face covering must be worn to cover the nose and mouth completely, should not be overly tight or restrictive, and should feel comfortable to wear. The following are included in the definition of face covering:
 - 1. Paper or disposable mask;
 - 2. Cloth face mask;
 - 3. Scarf;
 - 4. Neck gaiter;
 - 5. Bandana;
 - 6. Religious face covering; and
 - 7. Medical-grade masks and respirators
- B. A face shield is a clear plastic barrier that covers the face and allows visibility of facial expressions and lip movements for speech perception. A face shield should extend below the chin anteriorly, to the ears laterally, and there should be no exposed gap between the forehead and the shield's headpiece.
- C. Masks that incorporate a valve designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, or vents are not sufficient face coverings because they allow exhaled droplets to be released into the air.

IV. EXCEPTIONS AND ALTERNATIVES; TEMPORARY REMOVAL OF FACE COVERING

- A. Face coverings should not be placed on anyone under age 2, anyone who has trouble breathing or is unconscious, anyone who is incapacitated or otherwise unable to remove the face covering without assistance, or anyone who cannot tolerate a face covering due to a developmental, medical, or behavioral health condition.
- B. A face shield may be used as an alternative to a face covering in the following situations:
 - 1. A student in grades kindergarten through eighth grade may wear a face shield when wearing a face covering is problematic.
 - 2. A teacher of any grade level may wear a face shield when wearing a face covering may impede the educational process.

3. Staff, students, or visitors who cannot tolerate a face covering due to a developmental, medical, or behavioral health condition may wear a face shield instead of a face covering.
 4. Staff providing direct support student services may wear a face shield instead of a face covering when a face covering would impede the service being provided.
- C. Staff, students, and other people present in school buildings or in district offices may temporarily remove their face covering or face shield in the following situations:
1. When engaging in classes or activities conducted outdoors, though people participating in these activities should maintain six feet of distance to the extent possible;
 2. When engaging in indoor physical activity where the level of exertion makes wearing a face covering difficult, though people participating in these activities should maintain six feet of distance to the extent possible;
 3. During activities, such as swimming or showering, where the face covering will get wet;
 4. While receiving a service, including nursing, medical, or personal care services, that cannot be performed or is difficult to perform when the individual receiving the service is wearing a face covering;
 5. Pre-kindergarten students age 5 years and younger participating in programming in a school building or district office;
 6. When the wearer needs to remove their face covering to eat or drink, though care should be taken to maintain as much space as possible between people while doing so;
 7. During indoor practices or performances involving singing, acting, public speaking, or playing musical instruments where a face covering cannot be used while playing the instrument, though people participating in these activities should maintain six feet of distance to the extent possible;
 8. When required by school staff for the purposes of identification;
 9. Staff working alone in their offices, classrooms, vehicles, or job locations that have no person-to-person interaction;
 10. Staff working in communal spaces that have barriers such as Plexiglas or cubicle walls between employees that are above face level; or

11. When communicating with a person who is deaf or hard of hearing or has a disability, medical condition, or mental health condition that makes communication with a face covering difficult, provided that social distancing is maintained to the extent possible.

V. IMPLEMENTATION

- A. This policy will be conspicuously posted in each school building and administrative office and communicated to students, staff, families, and potential visitors to the school building.
- B. The school district will provide face coverings and/or face shields to employees and students. Employees and students may choose to wear their own face covering as long as it covers the nose and mouth. To the extent practicable, the school district will maintain an extra supply of face coverings for people who forget to bring their face covering.
- C. The school district will teach and reinforce the use of face coverings and/or face shields for students and staff throughout the school day, including on transportation vehicles, inside school buildings, and generally when on school grounds.
- D. Individuals who cannot tolerate a face covering due to a medical condition or disability related condition may be permitted to utilize alternative options such as a face shield or other reasonable accommodation. The Superintendent or designee shall have discretion to determine whether an employee, parent, or community member qualifies for a reasonable accommodation and the accommodation to be provided. For a student with a medical condition or disability, the student's education team (i.e. IEP team, Section 504 team, health plan team) will determine whether the student qualifies for a reasonable accommodation and the accommodation to be provided. As a condition to granting a reasonable accommodation, the school district may require an individual to provide a physician's note and/or other relevant information or with respect to the condition or circumstance. Requests for reasonable accommodations from the face covering requirement shall be assessed on a case-by-case basis in accordance with applicable federal and state law.
- E. All face coverings shall meet the requirements of applicable dress code policies and/or codes of conduct. To the extent the face covering requirements of this policy conflict with MSBA Model Policy 504 – Student Dress and Appearance, this Policy shall control.
- F. The school district will make available distance learning to its enrolled students who may be medically vulnerable or otherwise unwilling to return to in-person or hybrid learning.

VI. ENFORCEMENT; CONSEQUENCES FOR NON-COMPLIANCE

- A. In order to promote the health and safety of employees, students and members of the community, and make available a safe environment that is conducive to learning, compliance with this policy is necessary.
- B. Employees who fail or refuse to comply with this policy may be subject to discipline, as appropriate, up to and including the termination of employment.
- C. Students who fail or refuse to comply with this policy may be subject to discipline or removal from school property. Students unwilling to participate in in-person or hybrid learning in compliance with this policy will be offered distance learning.
- D. The school district may, in its discretion, report violators of this policy to law enforcement. Any individual who willfully violates Emergency Executive Order 20-81 or 20-82 is guilty of a petty misdemeanor and upon conviction must be punished by a fine not to exceed \$100. (NOTE: This does not apply to: (1) children younger than 14 years old; or (2) students 14 years old and older who are enrolled in a school identified in Paragraph 12 of Emergency Executive Order 20-81, and who are on the premises of the school for educational purposes).

Legal References: Emergency Executive Order 20-81
Emergency Executive Order 20-82
Minn. Stat. § 12.45 (Governor's Orders and Rules, Effect)
Minn. Stat. § 12.45 (Violations; Penalties)

Cross References: MSBA/MASA Model Policy 807 (Health and Safety Policy)
MSBA/MASA Model Policy 504 (Student Dress and Appearance)

- D. Date and Time for the Truth in Taxation Hearing
- 12. New Business
 - A. 2020-21 Reopening School Plan

208



Barnesville Public School #146 2020-2021 School Year Plan

Reopening Plans ~ Fall 2020

COVID-19



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Letter from Superintendent

Welcome to the 2020-21 school year!

Our teachers and staff are looking forward to the in-person return of students in all grade levels. Several other schools across the state are required to open in a hybrid or distance learning model. We are one of the lucky ones to be with our students on their first day of school.

Teachers, staff and administrators have been working together since late June to create the return to school plan found in this document. We wouldn't be ready to open the school year if it weren't for our employees' help and commitment to our students and families.

Thank you to everyone who responded to the online surveys this summer. The responses guided our discussions and ideas while drafting the plan; along with the state requirements and recommendations. We will continue to survey our families for their important feedback. We anticipate a second round of COVID-19 is likely to present us with new challenges again this fall.

Our students' health and safety is always a top priority by the school district. You will find six pages in the document explain our plan for keeping students and staff safe from COVID-19. We're going beyond state requirements to prevent the spread of illnesses this year. Everyone's cooperation in completing the daily online health screening is just one example of how we can partner together to keep all students healthy and safe.

There will undoubtedly be higher amounts of concern and stress felt by our students and families. Please know our teachers, staff and administrators will always be there to listen and support your individual needs. We have the best employees who want to be your support team.

I'm optimistic and hopeful everyone is going to have a good school year. Although it'll be much different than any of us would like it to be, we are not going to let COVID-19 take away our joy for learning, life and being together at Barnesville Public Schools.

Trojans Tough!

Sincerely,

Dr. Jon Ellerbusch, Superintendent



Barnesville Public Schools

Vision

Recognized for excellence, integrity and challenging learners to reach their full potential.

Mission

Working Collaboratively to develop responsible students in an innovative environment.

Core Values

- Putting children 1st to prepare them for their future.
- Promoting academics, the arts, and athletics.
- Promoting school spirit and enthusiasm so that all feel connected and proud.
- Effective communication.
- Collaboration and team building for a professional learning community.
- Adhering to the "Code of Conduct."
- A fair and equal opportunity for all students.
- Partnering with families and the community.
- Accommodate all learners.
- Data driven decisions that align with our vision, mission, and core values.

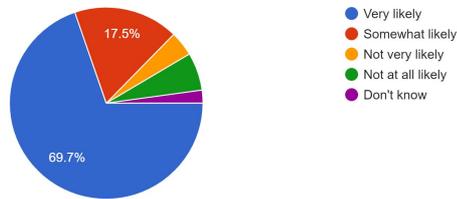


Listening to Stakeholder Input

Results of the parent survey on July 20 told us 87% of families are ready to come back to school. The other 13% were less or not at all likely to return to in-person school right away in the fall. We knew we needed to work on equitable educational opportunities for students choosing full-time distance learning ONLY.

Now that you've considered some details, how likely would you be to send your student(s) to school if it reopens with in-person instruction?

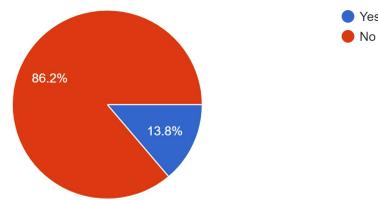
456 responses



Results of the parent survey on July 20 told us 14% of students would be prevented from returning to school because of their or someone else's health.

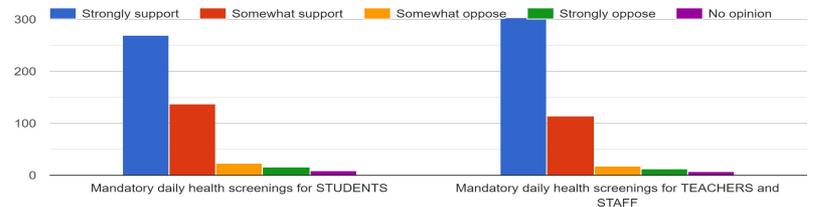
Does your child or anyone in your household have health concerns that would prevent your student(s) from returning to in-person learning?

456 responses



Results of the parent survey on July 20 told us mandatory daily health screenings was important to families. The School District responded adding procedures above the state requirements to keep our children as safe as possible.

How much would you support mandatory daily health screenings (i.e., Yes and No questions to fever, cough, sore throat, shortness of breath, t...ys was in contact with someone who has COVID-19)?



There were a large number of concerned comments on the July 20 parent survey about cleaning and sanitation. Some of the comments were the following:

1. Ensure good hygiene of students and all sick must stay home
2. Daily and deep cleaning routines
3. Keep everything clean and sanitized
4. Have enough cleaning products and hand sanitizers for students and staff
5. Follow CDC guidelines

Our reopening school plan has made cleaning, sanitizing, and good hygiene a top priority on day one.

In the August 6 parent survey a question asked, "Assuming appropriate safety measures are in place, what is your decision to return your student to school on Tuesday, September 1, 2020? Most of our parents responded to the online survey. Here are numbers from their responses.

In-person = 747

Full-time Distance learning ONLY = 73

My child will NOT return to Barnesville Public Schools = 13

Breakdown by grade level for students participating in Full-time Distance learning ONLY

Preschool = 2 Grade 3 = 4 Grade 7 = 6 Grade 11 = 2

Kindergarten = 5 Grade 4 = 8 Grade 8 = 8 Grade 12 = 1

Grade 1 = 7 Grade 5 = 9 Grade 9 = 2 Note: There were some duplicates in the parent responses

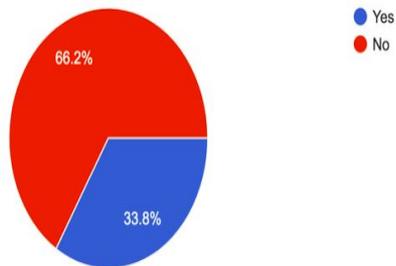
Grade 2 = 4 Grade 6 = 10 Grade 10 = 2 and numbers will change up or down before school.



Nutrition Parent Survey Results

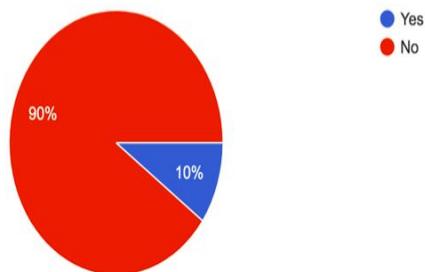
Does your family want to participate in breakfast and lunch on schools days when your child(ren) is at home learning in a hybrid or distance learning model?

479 responses



If you are a family choosing FULL-TIME DISTANCE LEARNING for your child(ren), do you want to participate in breakfast and lunch program by picki...of families choosing full-time distance learning.

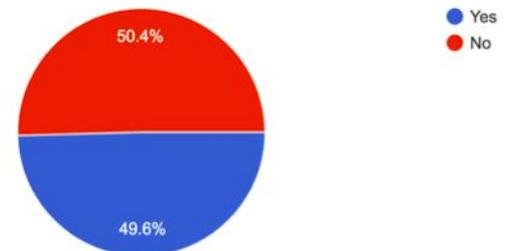
130 responses



Transportation Parent Survey Results

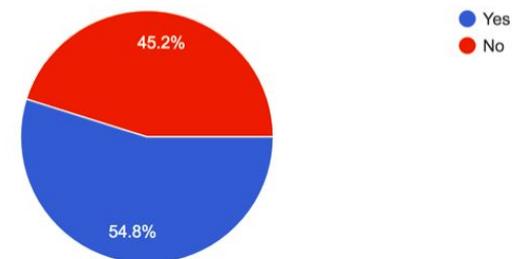
Will you child(ren) be riding the MORNING bus route?

476 responses



Will you child(ren) be riding the AFTERNOON bus route?

476 responses



Governor Walz Executive Order

Based on Governor Walz Executive Order 20-80 along with guidance from the Minnesota Department of Education and Minnesota Department of Health, the Barnesville administration and staff have prepared the following back to school plan. Included in this plan you will find detailed information on each of the 3 scenarios all schools are required to build for the 2020-21 school year; in-person learning, hybrid model (combination of in-person and distance learning), all students distance learning.



State Parameters

How do schools determine their safe learning model?

- STEP 1** Minnesota Department of Health (MDH) will use data from counties to determine a base learning model for public schools.
- STEP 2** Minnesota Department of Education (MDE) will share county data and the consultative process for public schools to engage with education and public health experts to review their county health data and safe learning plans.
- STEP 3** Public schools, with their incident command team, will evaluate their ability to implement required and recommended health best practices.
- STEP 4** Public schools, in consultation with public health, will determine a learning model to begin the school year and communicate that decision with their school community.*
- STEP 5** Public schools and MDH will monitor the community and school-level impact of COVID-19 on a regular basis. Adjustments will be made to the learning model if needed.

Safe learning models:



* Regardless of learning model, all public schools must offer an equitable distance learning option to all families.

In order to determine the base learning model, school districts and charter schools will be advised of the bi-weekly case rate (over 14 days) by county of residence. These data are the number of cases by county of residence in Minnesota over 14 days per 10,000 people by date of specimen collection (when a person was tested). While any increase in case incidence represents greater potential risk, schools may consider a bi-weekly case rate of 10 or more cases per 10,000 to be an elevated risk of disease transmission within the local community, especially when the level of cases per week is sustained or increasing over time.

$$\text{Total number of cases for last 14 days} \div \left(\frac{\text{County population}}{10,000} \right) = \text{14-day county case level rate per 10,000}$$

Learning Model Parameters

Number of cases per 10,000 over 14 days, by county of residence	Learning Model
0-9	In-person learning for all students
10-19	In-person learning for elementary students; hybrid learning for secondary students
20-29	Hybrid learning for all students
30-49	Hybrid learning for elementary students; distance learning for secondary students
50+	Distance learning for all students



Back to School Meetings

Elementary

Due to the uniqueness of this year, instead of our typical back to school night, which is currently scheduled on Wednesday, August 28, we will use the first week of school, Sept 1st - Sept 4th, as a meet-the-teacher, family/student technology support opportunity and pre-assessment time. The school district will set 45 minute time slots with each student's classroom teachers.

Sept 1, 2, 3: Back to School Meetings

Sept 4: Distance Learning Day - Morning will be used for contact with with families to obtain missing information and answer any questions from families. The afternoon will be used for teachers to analyze pre-assessment materials and plan for the first week back to school.

Students

- Meet your teacher
- Complete pre-assessments
- Become comfortable with the classroom and school

Teachers

- Provide login information to parents; along with ipad, case and charger
- Provide information regarding technology platforms that will be used this year
- Complete pre-assessments with students

Parents/Families

- Bring school supplies
- Bring questions they may have for the upcoming school year
- Return information papers previously mailed to families

Benefits of doing it this way:

- Dedicated in-person teacher meeting with 1 family/student at a time
- Following social distancing guidelines
- Pre-assessments will allow teachers more direction for the hybrid and distance learning scenarios

High School

*Open house style on September 1st and 2nd. Specific times will be released soon.

*Orientation for 7th grade students by Mr. Strand will be held separately. Date and time will be released soon.



Barnesville Public School Learning Plans 2020-21

Preschool

Scenario 1:

TBD

Scenario 2:

TBD

Scenario: 3

TBD



Barnesville Public School Learning Plans 2020-21

Elementary (Grades K-6)

Option to change: Students will have the option to change between in-person and full-time distance learning ONLY 1 time during the 2020-2021 school year. Please contact the administration with questions.

Option 1: In-Person (3 scenarios)	Option 2: Full-Time Distance Learning
Specific scenarios based on MDH guidelines.	Based on parent preference for each student
<p>SCENARIO 1 - In-Person All students in class M-Th, following social distancing guidelines. Distance learning for all students on Friday.</p>	Full-time distance learning teacher(s) will be designated for individualized instruction supported by grade-level teachers.
<p>SCENARIO 2 -Hybrid Explanation (Flipped Classroom Approach) Alternating days for groups (A/B) with distance learning for both groups on Friday.</p> <p>example: A group: Monday/Wednesday - Grade level specific, prerecorded instruction with the expectation of student response and reflection at home. Daily contact made by the classroom teacher using a virtual platform.</p> <p>Tuesday/Thursday - Teacher/student focused time on practice and reinforcement in school.</p> <p>B group: Monday/Wednesday - Teacher/student focused time on practice and reinforcement in school.</p> <p>Tuesday/Thursday - Grade level specific, prerecorded instruction with the expectation of student response and reflection at home. Daily contact made by the classroom teacher using a virtual platform.</p> <p>*All students will receive 2 days of in-person and 3 days of distance learning.</p>	<p>Explanation (Flipped Classroom Approach) Full-Time Distance Learning students will be split into 2 groups to accommodate differentiated instruction. Alternating live instruction days for groups (A/B).</p> <p>example: If 30 students choose to be Full-Time Distance Learners then 15 would be group A and 15 would be group B.</p> <p>example: A group: Monday/Wednesday - Grade level specific, prerecorded instruction with the expectation of student response and reflection. Daily contact made by the full-time distance learning teacher.</p> <p>B group: Tuesday/Thursday - Teacher/student live sessions- focused time on practice and reinforcement.</p> <p>*With distance learning for both groups on Friday.</p>
<p>SCENARIO 3 - Distance Learning All students would be distance learning through virtual platforms following the A/B alternating schedule (similar to hybrid explanation) with their classroom teacher.</p>	



Barnesville Public School Learning Plans 2020-21

High School (Grades 7-12)

Option to change: Students will have the option to change between in-person and full-time distance learning ONLY 1 time during the 2020-2021 school year. Please contact the administration with questions.

Option 1: In-Person (3 scenarios)	Option 2: Full-Time Distance Learning																		
<p>Specific scenarios based on MDH guidelines.</p> <p>SCENARIO 1 - In-Person All students in class M-Th, following social distancing guidelines. Distance learning for all students on Friday.</p>	<p>Based on parent preference for each student</p> <p>Distance Learning Students will be required to watch pre recorded subject lessons or log on for live streaming during the regular class time. Students will interact with teachers during the last 15 minutes of each hour through zoom. M-TH</p>																		
<p>SCENARIO 2 - Hybrid Explanation (Flipped Classroom or Live Stream see teacher syllabus) Alternating days for groups (A/B) with distance learning for both groups on Friday.</p> <p>example: A group: Monday/Wednesday - Subject specific prerecorded instruction with the expectation of student interaction. Daily contact made by the classroom teacher using a virtual platform.</p> <p>Tuesday/Thursday - Teacher/student focused time on instruction, practice, and reinforcement in school.</p> <p>B group: Monday/Wednesday - Teacher/student focused time on instruction, practice, and reinforcement in school.</p> <p>Tuesday/Thursday - Subject specific, prerecorded instruction with the expectation of student interaction. Daily contact made by the classroom teacher using a virtual platform.</p> <p>*All students will receive 2 days of in-person and 3 days of distance learning.</p>	<p>Friday Schedule:</p> <p><i>High School FRIDAY Schedule for Students</i></p> <table border="1" data-bbox="1068 1059 1582 1515"> <thead> <tr> <th>Class</th> <th>Communication with Teacher</th> </tr> </thead> <tbody> <tr> <td>1st Hour</td> <td>8:30-8:50</td> </tr> <tr> <td>2nd Hour</td> <td>8:50-9:10</td> </tr> <tr> <td>3rd Hour</td> <td>9:15-9:35</td> </tr> <tr> <td>4th Hour</td> <td>9:35-9:55</td> </tr> <tr> <td>5th Hour</td> <td>10:00-10:20</td> </tr> <tr> <td>6th Hour</td> <td>10:20-10:40</td> </tr> <tr> <td>7th Hour</td> <td>10:45-11:05</td> </tr> <tr> <td>8th Hour</td> <td>11:05-11:25</td> </tr> </tbody> </table>	Class	Communication with Teacher	1st Hour	8:30-8:50	2nd Hour	8:50-9:10	3rd Hour	9:15-9:35	4th Hour	9:35-9:55	5th Hour	10:00-10:20	6th Hour	10:20-10:40	7th Hour	10:45-11:05	8th Hour	11:05-11:25
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<p>SCENARIO 3 - Distance Learning Students will be required to watch pre recorded subject lessons or log on for live streamed lessons during the regular class time. Students will interact with teachers during the last 15 minutes of each hour through zoom.</p>																			



Barnesville Public School Learning Plans 2020-21

Special Education Services

In-Person Model - Special Education

All services/supports will be provided in accordance with the child's Individualized Education Program (IEP). If modifications to the IEP are necessary, the child's team will discuss (virtually) the potential adjustments. Parents/Guardians with concerns/questions are encouraged to contact (phone call/email) the child's case manager.

Hybrid Model - Special Education

All services/supports will be provided in accordance with the child's Individualized Education Program (IEP). If adjustments to a child's schedule are necessary, a staff member will communicate these potential changes to parents/guardians. If substantive modifications to the IEP are required, a team meeting (virtually) may be convened to discuss modifications. Parents/Guardians with concerns/questions are encouraged to contact (phone call/email) the child's case manager.

Distance Learning - Special Education

All services/supports will be provided in accordance with the child's Individualized Education Plan (IEP) and/or Distance Learning Addendum (DLA). If a team is unable to implement services as documented in the IEP during distance learning, a DLA will be developed. During a transition to/from distance learning, a staff member will communicate schedule/service adjustments with the child's parents/guardians. Parents/Guardians with concerns/questions are encouraged to contact (phone call/email) the child's case manager.

Other School Services

Information regarding other services provided during the school day such as, Lakeland Mental Health, will be determined on individual basis.



Specials

Elementary

Library -in classroom - Following safety guidelines while checking books out.

Music- using social distancing within the classroom while wearing a face covering.

Gym - following MDH guidelines - as much activity outside as possible, face coverings to be worn inside when appropriate. Guidelines do allow the removal of face coverings for PE if needed.

High School

Gym - following MDH guidelines - as much activity outside as possible, face coverings to be worn inside when appropriate. Guidelines do allow the removal of face coverings for PE if needed.

Music - Large group concert choir will be in the old gym, other choirs should be able to social distance in classroom. Band will follow MDH guidelines when they come out, but chairs will all be spaced out per guidelines

Athletic and Co-curricular Activities

Barnesville Public Schools will rely on and implement guidance from the Minnesota State High School League to safely hold athletic practices, competitions and events. All students, employees and members of the public will be required to verify they are free of COVID-19 symptoms to attend all athletic and co-curricular activities.



Information for Families

Sample of Hybrid Calendar

2020 Hybrid Calendar 2021

Barnesville Public School

In-Person 2 days per week (see yellow and purple)

Distance Learning 3 days a week for both groups

(Fridays all Distance Learning)

August 2020						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Professional Development - No School
Non-Contact days
Distance Learning for both groups
Group A - in-person
Group B - in-person

January 2021						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2020						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 8/20-8/21 Teacher Workshop
- 8/24 New Teacher Workshop
- 8/25-27 Teacher Workshop
- 8/26 Elementary Open House & Grade 7 Orientation
- 9/1 First Day of School
- 9/7 Labor Day
- 10/12 HS Conferencess (4:00-7:30pm)
- 10/15-10/16 MEA (No School)
- 11/2 End of 1st Quarter (42 days)
- 11/9-11/10 Elementary Conferences (4:00-7:30pm)
- 11/20 End of Trimester 1
- 11/26-11/27 Thanksgiving (No School)
- 12/7 HS Conferences (4:00-7:30pm)
- 12/24-12/31 Holiday Break (No School)
- 1/1 New Years Day (No School)
- 1/12 End of Quarter 2 (45 Days)
- 1/18 Martin Luther (No School) Teacher Workshop
- 2/15 President's Day (No School)
- 2/22 HS Workshop & Elem Conferences (4:00-7:30pm)
- 2/23 End of Trimester 2
- 3/1 Elementary Conferences (4:00-7:30pm)
- 3/8 HS Conferences (4:00-7:30pm)
- 3/16 End of 3rd Quarter
- 4/2-4/5 Spring Break (No School)
- 5/14 Last Day of School
- 5/15 Graduation - HS Gym (2:00pm)
- 5/31 Memorial Day

February 2021						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

October 2020						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

March 2021						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2020						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

April 2021						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2020						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

May 2021						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

A/B groupings created to keep families together and follow MDH guidelines.



Information for Families Continued

Visitors

Only students and staff should be present inside the school buildings.

Visitors will be limited to only accessing the main entrance / office area.

While indoors, face coverings are required. All persons entering the building will be required to verify they are free of COVID-19 symptoms.

****Plan ahead for daycare needs within the different school models.**

Group A/B - Administration will be notifying families there assigned group. Families will be kept together.

During Hybrid Scenario:

Group A: In-school Monday and Wednesday

Group B: In- School Tuesday and Thursday

* All students Distance on Fridays.

Distance Learning:

All students at home Monday through Friday.

School-aged Childcare

School-aged childcare will be provided for children of critical workers and school employees on days the School District is in either distance learning or hybrid scenarios.

Plan A

Plan B



Health and Safety

Barnesville Public Schools will implement daily health screening practices for all students, staff, and visitors. Barnesville Public Schools is partnering with rSchool Today to develop and refine protocols for daily screening, reporting, and monitoring for the 2020-21 school year.

Staff and students will use rSchool Today's secure health screening app daily to self-report possible symptoms for COVID-19. A daily reminder will be sent by text message. All staff and students must complete their daily health screening prior to entering the elementary and high school.

Temp Guardian

All staff and students will have their temperature taken daily upon entry onto a school bus/van or into the Elementary and High School.

The wrist and hand scanning devices take 1-2 seconds to record temperatures.



rSchool

Staff and students will use rSchool Today's secure health screening app daily to self-report possible symptoms for COVID-19. A daily reminder will be sent by text message. All staff and students must complete their daily health screening prior to entering the elementary and high school.

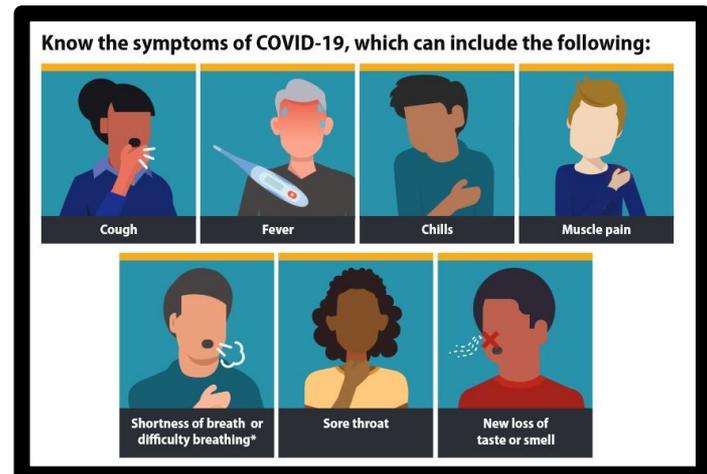


Health and Safety Continued

Symptoms for COVID-19

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Staff and students with these symptoms may have COVID-19:

- Fever (100.4 F or greater) or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea



This list does not include all possible symptoms. The CDC updates this list as we learn more about COVID-19.

Regular screening for symptoms and ongoing self-monitoring throughout the school day can help to quickly identify signs of illness and help reduce exposure. Staff and students are encouraged to self-monitor symptoms throughout the day. Staff or students who develop symptoms during the school day must notify the nurse or secretary in the school building immediately.

Testing Educators and School Staff

The state has a contract with a national saliva testing lab and will work with all insurers to ensure that all educators have access to a COVID-19 test from day one. This is a test that can be conducted at home and utilizes a courier for transport. This ensures that in the case where an educator has close contact with a confirmed case and experiences any challenges getting tested in their community, there is a back-up option.

Health and Safety Measures

The Minnesota Department of Health (MDH) and Center of Disease Control (CDC) have highlighted specific mitigating strategies to reduce risk of COVID-19 infection and transmission.

Healthy Hygiene Practices

Routine healthy hygiene practices are a foundational measure to protect against COVID-19 and other illnesses. Barnesville Public Schools' hand washing guidelines for students is to wash hands for at least 20 seconds after blowing their nose, coughing, or sneezing; upon arrival to school and dismissal, before and after eating, and upon entering classrooms. Staff will provide ongoing education and supervision of proper hand washing and safe hand sanitizer use. Routine breaks for handwashing will be built into the daily schedule. If soap and water are not readily available, sanitizer that contains at least 60 percent alcohol will be provided.



Decision Tree for COVID-19 Symptoms

MINNESOTA DEPARTMENT OF HEALTH

STAY SAFEMN

Decision Tree for People with COVID-19 Symptoms in Youth, Student, and Child Care Programs

For people (e.g., children, care providers, or staff) who have symptoms consistent with COVID-19, send home or deny entry and reference the exclusion criteria in this document to determine when they may return.

Symptoms of COVID-19 include: new onset cough or shortness of breath by themselves OR at least 2 of the following: fever (100.4°F or higher), chills, muscle pain, sore throat, fatigue, congestion, loss of sense of smell or taste, or gastrointestinal symptoms of diarrhea, vomiting, or nausea.

If a person has a new symptom (for example, new loss of smell only) with no other diagnosis to explain it, they should stay home and talk to their health care provider about testing for COVID-19, even if it is the only symptom they are experiencing.

For people who received a laboratory test for COVID-19

What to do if you're waiting for COVID-19 test results (PDF) (www.health.state.mn.us/diseases/coronavirus/waiting.pdf)

Positive test result: Stay home at least 10 days since symptoms first appeared AND until no fever for at least 24 hours without medication AND improvement of other symptoms.

Siblings and household members also stay home for 14 days.

Negative test result but symptoms with no other diagnosis: Stay home at least 10 days since symptoms first appeared AND until no fever for at least 24 hours without medication AND improvement of other symptoms.

Siblings and household members also stay home for 14 days.

For people with a COVID-19 diagnosis *without* a lab test OR people with symptoms consistent with COVID-19 *without* a medical evaluation (e.g., monitoring symptoms at home)

Stay home at least 10 days since symptoms first appeared AND until no fever for at least 24 hours without medication AND improvement of other symptoms.

Siblings and household members also stay home for 14 days.



For people with other diagnoses (e.g., norovirus, strep throat) that explain the symptoms, or when a health care provider says symptoms are connected to a pre-existing condition

Stay home until symptoms have improved. Follow specific return guidance from the health care provider or follow the [Infectious Diseases in Childcare Settings and Schools Manual](http://www.hennepin.us/daycaremanual) (www.hennepin.us/daycaremanual).

If symptoms related to a pre-existing condition change or worsen, talk to a health care provider to determine next steps.

Siblings and household members **do not** need to stay home.



Minnesota Department of Health | health.mn.gov | 651-201-5414 | 1-877-676-5414 | 625 Robert Street North PO Box 64975, St. Paul, MN 55164-0975
Contact health.communications@state.mn.us to request an alternate format.

08/06/2020

The School District's COVID-19 Team is made of up the following positions:

Superintendent (Jon), Principals (Bryan and Todd), Teacher Representatives (elementary and high school), Nurse (Trisha), Food Service Director (Sharon), Buildings and Grounds Director (Don), Transportation Company (Debbie), Technology Coordinator (Casey), and Technology Integrationist (Holly).

Dr. Jon Ellerbusch is the District COVID-19 Coordinator

Mr. Bryan Strand is the HS COVID-19 Coordinator

Mr. Todd Henrickson is the Elementary COVID-19 Coordinator



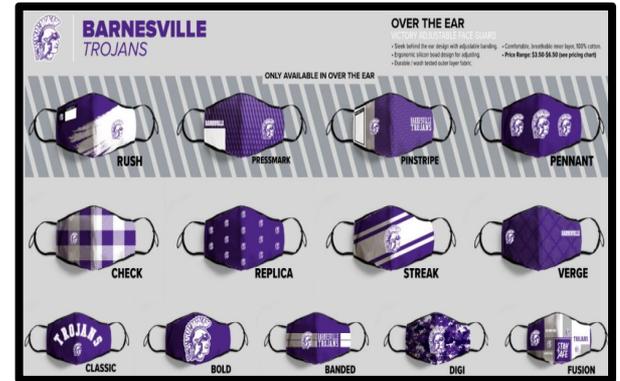
Health and Safety Continued

Face Coverings

All staff, visitors, and students over age 5 will wear face coverings while inside the school facilities and riding on district provided transportation. A face covering is not meant to substitute for social distancing, but is especially important in situations when maintaining a 6-foot distance is not possible.

Exceptions to this requirement include:

- While individuals are eating, drinking, or exercising.
- When under the supervision of a school staff official who directs the covering to be removed.
- Individuals with a health condition, a communication or impairment, or disability that prevents them from wearing a face covering, in which will require proof of medical documentation.



The School District is providing one face covering with a school logo to all students and staff. The designs to be used in the elementary are digi, verge and rush. The designs to be used in the high school are banded, check and replica. Staff and students may choose to wear their own face covering as long as it meets the minimum requirement of covering the nose and mouth. Staff will educate and reinforce the use of face coverings and/or face shields for students and staff throughout the school day, including on transportation vehicles, inside school buildings, and generally when on school grounds.

A face shield (a clear plastic barrier that covers the face) will be worn by teachers to allow visibility of their facial expressions and lip movements for speech perception. Students may wear a face shield as an alternative to a face covering in the following situations:

- Students in Kindergarten through grade 8, when wearing a face covering is problematic.
- Students who cannot tolerate a face covering due to a developmental, medical, or behavioral health condition.



Safety Partitions

Some of the school offices, classrooms and other educational settings will have safety partitions to protect students, staff and visitors when 6' social distancing is not quite possible.

Personal Protective Equipment (PPE)

Additional protective equipment (e.g., gloves) will be provided, as appropriate, for settings that require close human contact, such as for staff providing certain supports for students with disabilities.



Health and Safety Continued

Staff, students, and other people present in the school buildings may temporarily remove their face covering or face shield in the following situations:

- Face coverings may be temporarily removed when engaging in indoor physical activity (e.g., during recess, after school sports, or when exercising in a gym) where the level of exertion makes wearing a face covering difficult, and during classes or activities held outdoors. People participating in these activities should maintain 6 feet of distance while doing so to the extent feasible.
- Pre-kindergarten students age 5 years and younger participating in programming in a school building or district office.
- Face coverings may be temporarily removed to eat or drink, but care should be taken to maintain as much space as possible between people, recognizing it is not always feasible to maintain 6 feet of distance from others.
- During indoor practices or performances involving singing, acting, public speaking, or playing musical instruments where a face covering cannot be used while playing the instrument. Performers should maintain 6 feet or greater of physical distance from others while participating in the activity to the extent possible, and should replace their face covering as soon as the activity is completed.
- People who are entering the school building during the day may be required by school staff to briefly remove their face covering for the purposes of checking identification.
- Staff working alone in their offices, classrooms, vehicles, or other job locations who do not have any person-to-person interaction.
- Staff working in communal spaces (e.g., at desks or in cubicles) that have barriers such as plexiglass or cubicle walls between employees that are above face level.



Health and Safety Continued

Facilities

Indoor Education + Shared Spaces

Intensified Cleaning and Disinfection

- Cleaning and disinfection measures will ensure the physical spaces, equipment, and materials students and staff come into contact with remain safe.
- Daily sanitizing will be implemented for high touch areas (doorknobs, handles, fixtures, etc.) with a medical grade sanitizing solution.
- Two Karcher PS 4/7 Bp hospital-grade misters have been purchased for daily disinfectant cleaning in the Elementary and High School. They will be used to spray disinfect in all classrooms, offices, and bathrooms in both school buildings.
- Restrooms will be monitored and cleaned more frequently throughout the day.



- The HVAC systems at both schools will have an additive to kill the COVID-19 virus.
- All water fountains will be placed out of order to reduce the risks of spreading COVID-19. Students and staff will be encouraged to bring their own water bottles to school.
- Hand sanitizer will be available in all classrooms and in common areas of the buildings.
- Barnesville Public Schools will be reinforcing frequent hand washing by students and staff.
- Reminders for proper hand washing, social distancing and the use of face coverings will be posted throughout the schools.

Maximizing Space Between Students to Reduce Transmission

Student desks/tables will be rearranged to maximize space between students to reduce transmission. Desks/tables may be turned to face in the same direction and consider an alternating grid so that the back of the student's head isn't directly in front of the student behind them. All non-essential furniture will be removed from the classroom to allow for greater social distancing.

Student Lockers

Lockers will not be used to store school supplies. Students must carry materials in a backpack or bag. Lockers will be used in the winter months to store coats, snow pants, boots etc. Gym lockers will still be used to store gym clothes.

Space Markers

Floors will be marked out to direct circulation paths. Where feasible to further minimize contact separate entrances/exits will be used to manage one-way traffic.



Nutrition

In-Person learning

- Breakfast and lunch will be available to students on-site.
- Meal times may be relocated to small-group settings outside of the cafeteria, including classroom spaces as determined by school sites.
- Students will come to the cafeteria to pick up meals on a staggered schedule to allow for physical distancing.
- Physical distancing decals/stickers/tape will be used on the floors in the cafeterias.
- Nutrition Services staff will wear face coverings.
- Students will wash hands before meal service and after meal service.

Hybrid learning

In the blended learning scenario, students who need them will daily have the opportunity to take meals home for days they are not at school.

Distance learning

In a distance learning scenario, families who need them will be invited to pick up pre-packaged meals at designated sites throughout the District.

Full-Time Distance Learning

Meals will be available to be picked up daily if 100% (Full-Time) distance learning is chosen by family.



Transportation

Student Safety

Face Covering on Transportation Vehicles

All persons driving or riding in a school transportation vehicle must wear a face covering. Seating will be assigned to maintain 6 feet of distance between the driver and all riders.

Regular Cleaning and Disinfecting of Transportation Vehicles

Transportation vehicles will be cleaned and disinfected regularly, focusing on frequent cleaning of touched surfaces in the vehicle (e.g., surfaces near the driver's seat, hard seats, door handles, seat belt buckles, light and air controls, doors and windows, grab handles) between routes.

Doors and windows will be kept open when cleaning the vehicle and between trips to let the vehicles thoroughly air out.

Health Screening Prior to Boarding Transportation Vehicles

The symptom screening protocol outlined in the health mitigation strategies for reopening section, above, will be followed for any person entering a school transportation vehicle. Students must stay home and not board transportation if they are experiencing symptoms of COVID-19 or have been exposed to someone positive for COVID-19.

Students who become ill during the day may not use group transportation to return home. If a driver becomes sick during the day, they must follow protocols outlined for people who are ill and may not return to drive students.

Added Safety Measures While Riding on Transportation Vehicles

A hand sanitizer dispenser will be placed at the entry door of all transportation vehicles to support healthy hygiene for students and drivers.

Assigned seating will be used to assist with rapid contact tracing in the event there is a positive case who rode on a school transportation vehicle while potentially infectious.

Buses will be loaded back to front and unloaded front to back.

No food or drinks on transportation vehicles.

Windows will be open if appropriate and safe while the vehicle is in motion to help increase air circulation.



Transportation Continued

Hybrid Model

The maximum number of people on transportation vehicles will be reduced to 50% maximum occupancy. Household members may be seated in rows together. Minivans (Type III Vehicles) will be limited to two families.

Increasing Capacity

Walkers

Adopting a walking zone to 1 mile for K-5th grade and 2 miles for 6th - 12th grade will be considered.

For safety, resources such as Walking School Buses and Safe Routes to School will be considered.

Private Vehicles

Juniors and seniors who drive to school will be encouraged to also drive their siblings.



8/17/2020 COVID-19 in Minnesota and Clay County

Clay County¹:

Positive Cases: 799

Deaths: 40

No Longer Needing Isolation: 744

Percent of Tests Positive²: 6.1%

14-Day Case Rate per 10,000 people, by collection date 7/19-8/01: 9.87

Minnesota¹:

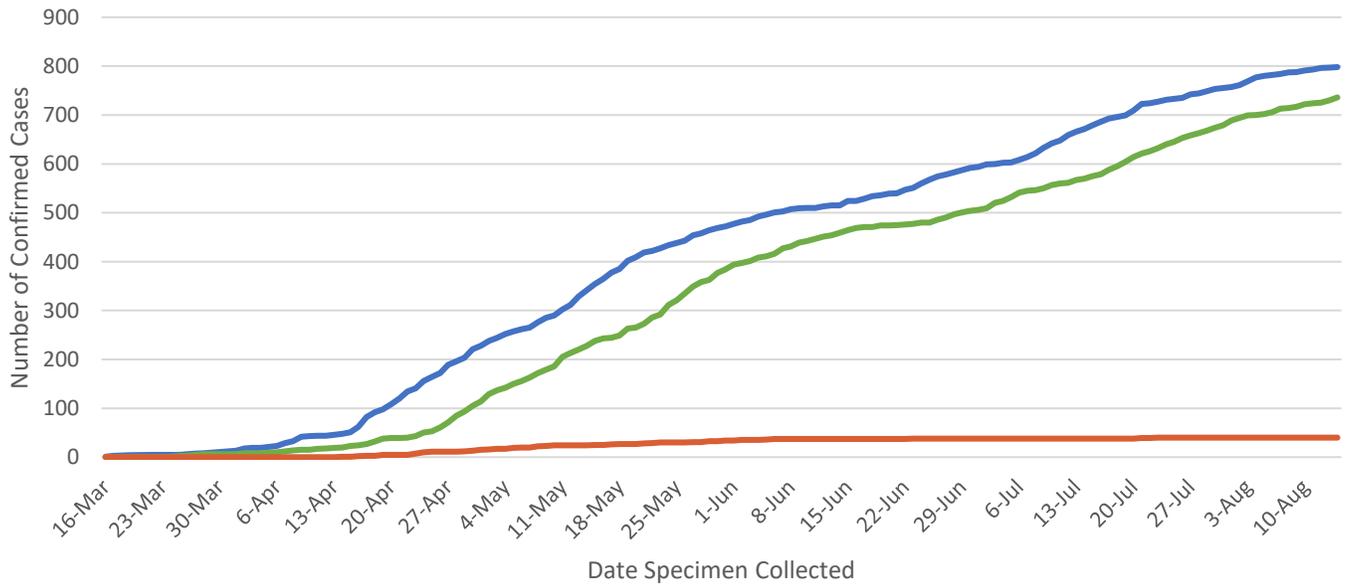
Positive Cases: 65,716

Deaths: 1,712

No Longer Needing Isolation: 58,859

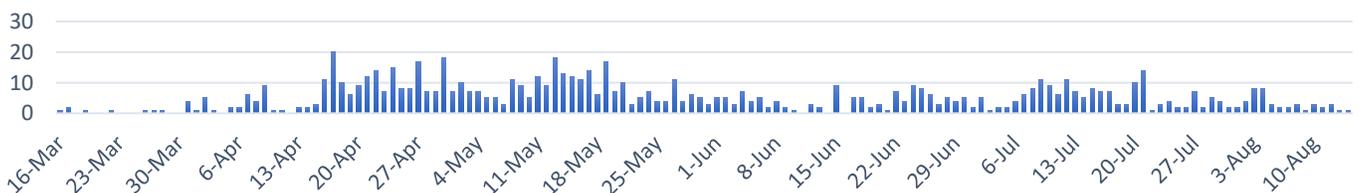
Percent of Tests Positive²: 5.6%

COVID-19 Cases in Clay County³



— Total Cases — Patients No Longer Needing Isolation — Deaths

Clay County Daily New Cases³



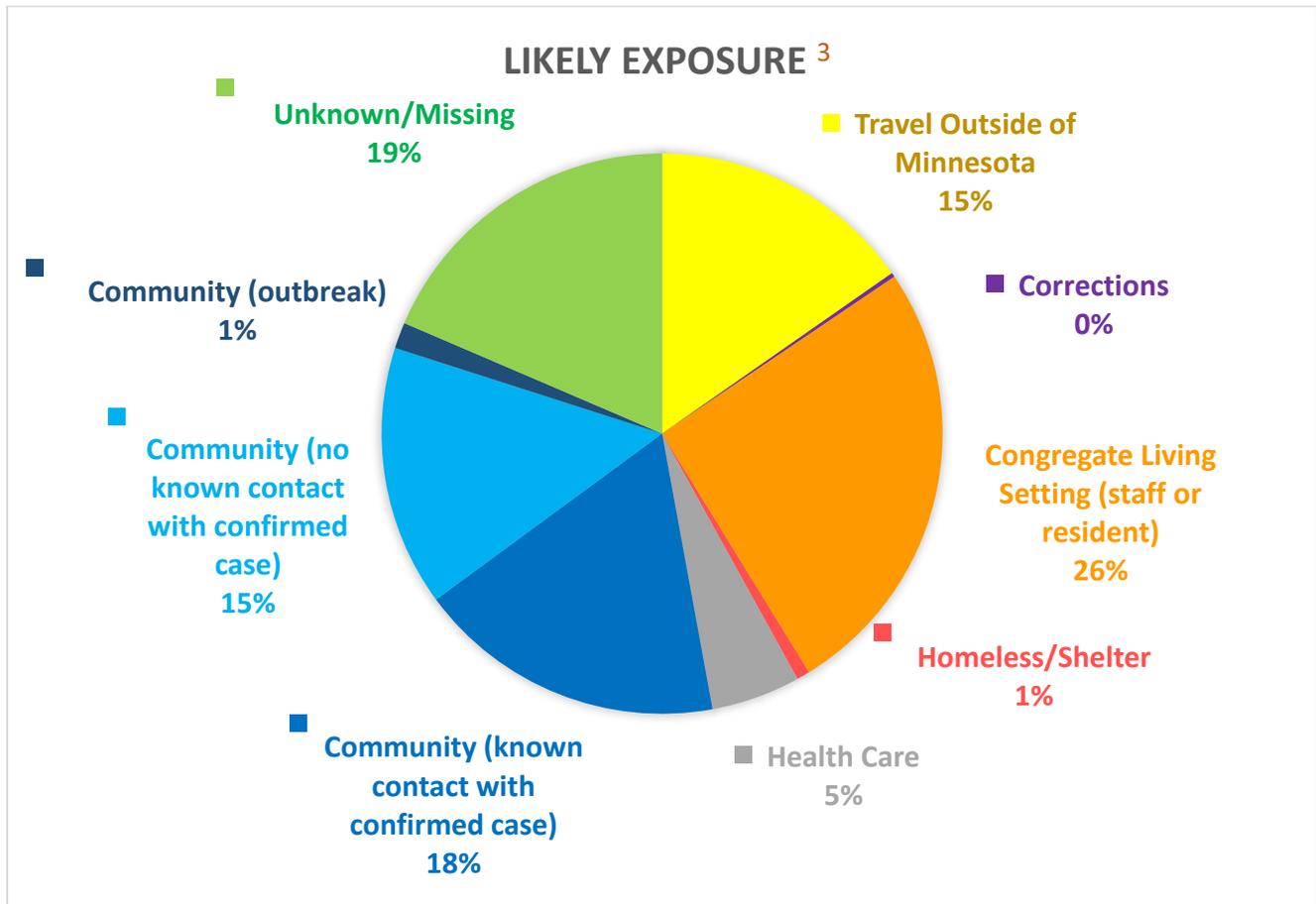
8/17/2020 COVID-19 in Minnesota and Clay County

Cases in Clay County³

	Confirmed Cases by Date of Testing	No Longer Needing Isolation	Deaths	Active Cases
March 16	1	0	0	1
March 23	5	0	0	5
March 30	8	6	0	2
April 6	23	10	0	13
April 13	46	19	0	27
April 20	108	39	5	63
April 27	189	71	11	105
May 4	252	142	17	93
May 11	302	205	24	73
May 18	385	249	27	109
May 25	438	321	30	87
June 1	477	394	34	49
June 8	507	431	37	39
June 15	524	464	37	23
June 22	547	476	37	34
June 29	587	501	38	48
July 6	608	539	38	31
July 12	659	561	38	60
July 20	709	614	39	56
July 27	742	658	40	44
August 3	769	699	40	30
August 10	791	722	40	29
August 17 ¹	799	744	40	15

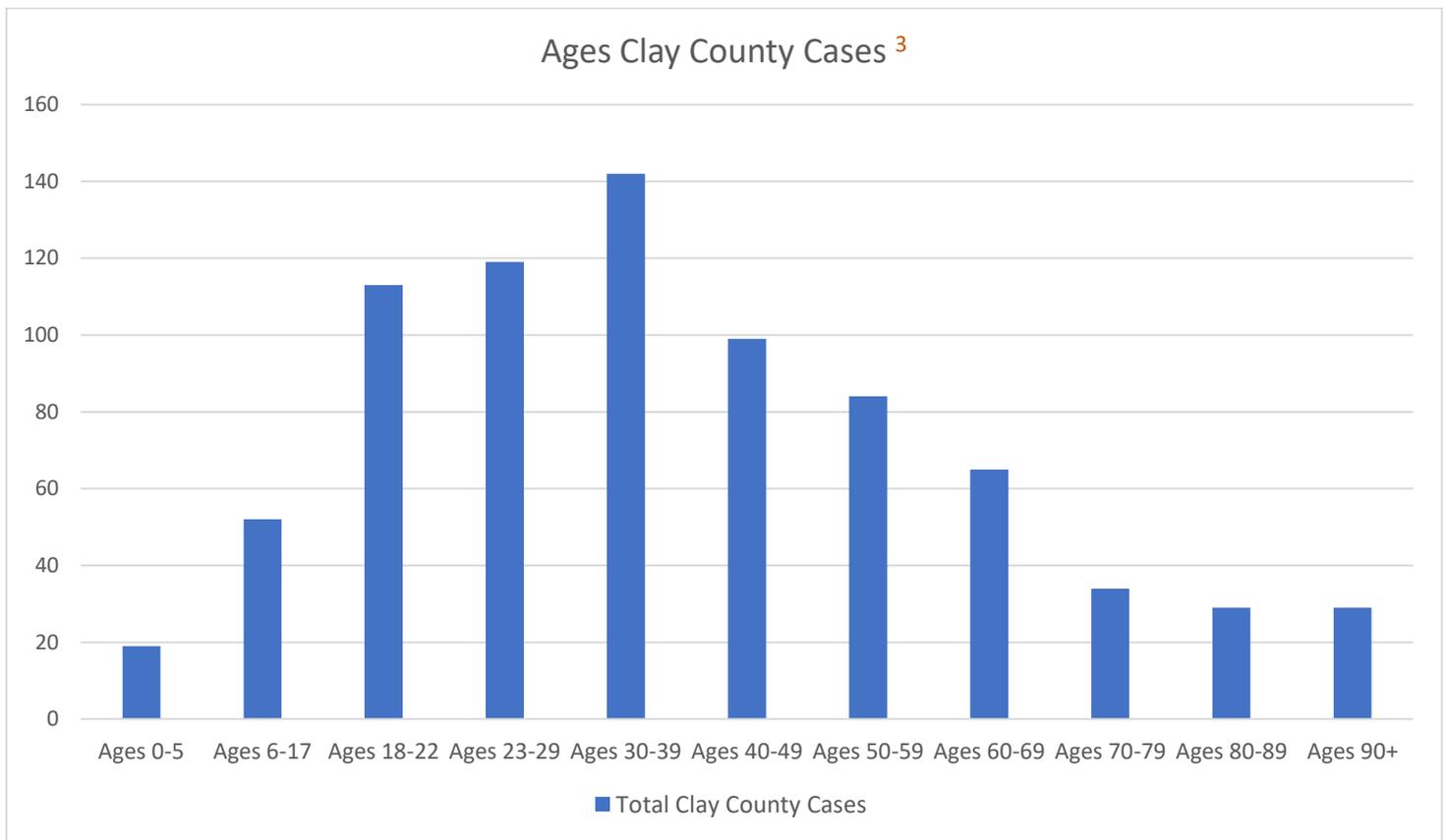
¹ Due to the need to confirm reports and reporting delays, current week data may be incomplete.

8/17/2020 COVID-19 in Minnesota and Clay County



- Travel: Case traveled outside of Minnesota in the 2 weeks before illness.
- Congregate Care Setting: Case lived, worked, or visited a long-term care facility (LTCF), assisted living facility, group home, or residential behavioral health (RBH) facility.
- Corrections: Case lived, worked, or visited a jail/prison setting.
- Homeless/Shelter: Case was experiencing homelessness, or lived or worked at a shelter.
- Health Care: Case worked in an acute care facility (hospital, clinic, detox) or was a patient in an acute care facility.
- Community (outbreak): Case is part of an outbreak not associated with a congregate care, corrections, shelter, or health care setting.
- Community (known contact with confirmed case): Case had known contact with confirmed case.
- Community (no known contact with confirmed case): Case had no known contact with confirmed case.
- Unknown/missing: Interview pending.

8/17/2020 COVID-19 in Minnesota and Clay County



¹ Due to the need to confirm reports and reporting delays, current week data may be incomplete.

² Percent of Tests Positive include only tests reported by labs that report both positive and negative results to MDH. (This rate does not include tests from ND Department of Health labs) Data is current as of 4 p.m. on 8/12/2020.

³ Data is preliminary and may change as cases are investigated. Not all suspected cases of COVID-19 are tested, so this data may not be representative of the total number of people in Clay County who have or had COVID-19.

For more information:

MDH Situation Update for COVID-19:

<https://www.health.state.mn.us/diseases/coronavirus/situation.html#weekly2>

MDH Weekly COVID-19 Report published 8/13/2020:

<https://www.health.state.mn.us/diseases/coronavirus/stats/covidweekly33.pdf>

Data for K-12 Schools: 14-day COVID-19 Case Rate by County

Updated 8/13/2020

This document includes data that can be used by schools in making decisions about their safe learning model. It shows the number of cases by county of residence in Minnesota over 14 days, per 10,000 people by the date of specimen collection (when a person was tested). County population is based on the U.S. Census Bureau American Community Survey 2018 5-year estimates.

Any increase in case incidence can represent a greater risk, but schools may consider a 14-day case rate of 10 or more cases per 10,000 to be an elevated risk of disease transmission within the local community, especially when the level of cases per week is sustained or increasing over time.

Recommended policy options based on 14-day case rate range

Policy Option	Range (14-day case rate per 10,000 people)
In-person learning for all students	0 to less than 10
Elementary in-person, Middle/high school hybrid	10 to less than 20
Both hybrid	20 to less than 30
Elementary hybrid, Middle/high school distance	30 to less than 50
Both distance	50 or more

Number of counties in each range

Date	0 to less than 10	10 to less than 20	20 to less than 30	30 to less than 50	50 or more
6/7 to 6/20	72	9	3	1	2
6/14 to 6/27	63	20	1	1	2
6/21 to 7/4	60	22	1	3	1
6/28 to 7/11	50	27	4	4	2
7/5 to 7/18	40	32	9	3	3
7/12 to 7/25	46	28	10	3	0
7/19 to 8/1	48	29	237	2	0

14-day case rate per 10,000 people by date of specimen collection

County Name	6/7 - 6/20	6/14 - 6/27	6/21 - 7/4	6/28 - 7/11	7/5 - 7/18	7/12-7/25	7/19-8/1
Aitkin	0.63	0.63	1.26	2.53	4.42	3.79	4.42
Anoka	7.25	9.53	11.14	12.46	15.83	17.38	17.67
Becker	2.37	2.07	1.18	7.99	13.03	14.21	13.32
Beltrami	0.87	0.65	3.47	14.31	21.47	18.43	18.21
Benton	3.52	4.02	4.53	9.05	13.58	11.56	8.80
Big Stone	3.99	0.00	5.98	7.97	5.98	7.97	3.99
Blue Earth	15.53	36.94	37.39	30.91	31.97	25.63	23.97
Brown	2.78	4.76	4.76	9.12	10.71	8.73	9.12
Carlton	0.84	0.56	3.10	4.78	5.35	5.91	4.50
Carver	4.78	7.47	12.75	19.52	20.71	17.83	17.33
Cass	0.00	0.69	2.76	4.48	6.55	8.27	9.65
Chippewa	13.32	14.99	8.33	7.49	7.49	7.49	11.66
Chisago	3.11	2.56	2.92	3.47	6.03	8.59	8.95
Clay	6.05	10.03	10.03	11.15	14.97	13.53	9.87
Clearwater	3.40	1.13	3.40	7.94	5.67	0.00	0.00
Cook	1.88	0.00	0.00	0.00	1.88	1.88	0.00
Cottonwood	28.14	17.59	9.67	10.55	15.83	16.71	15.83
Crow Wing	1.72	1.72	1.88	3.60	6.26	7.20	10.49
Dakota	8.11	10.55	13.25	15.09	17.12	19.39	21.40
Dodge	5.83	9.72	9.72	10.20	12.63	9.23	4.86
Douglas	1.61	2.69	3.49	8.06	11.29	7.53	6.45
Faribault	7.20	17.99	19.43	6.48	8.64	10.07	5.76
Fillmore	1.91	3.35	3.35	5.27	9.10	9.57	5.74
Freeborn	22.60	15.72	11.14	11.14	11.47	9.50	8.19
Goodhue	4.76	4.11	5.19	4.98	4.54	3.68	5.19
Grant	0.00	5.05	18.52	40.42	35.37	21.89	25.26
Hennepin	10.61	12.12	15.00	17.75	21.39	23.34	23.76
Houston	5.36	10.18	6.97	4.29	2.68	2.14	3.21
Hubbard	0.00	0.00	1.44	2.88	3.36	5.75	7.67
Isanti	3.08	4.11	5.13	5.39	5.64	4.36	4.36
Itasca	0.22	1.11	1.11	2.88	9.51	9.96	6.19
Jackson	9.95	6.97	1.99	4.98	6.97	6.97	7.96
Kanabec	0.62	0.62	0.62	2.50	5.00	3.12	3.75
Kandiyohi	7.50	3.28	4.45	9.85	11.72	9.85	11.72
Kittson	0.00	2.31	2.31	0.00	2.31	2.31	0.00
Koochiching	0.00	3.16	6.33	13.45	25.31	24.52	19.77
Lac qui Parle	1.48	1.48	0.00	1.48	2.95	1.48	0.00
Lake	3.78	1.89	0.95	4.73	6.62	2.84	4.73
Lake of the Woods	0.00	0.00	0.00	0.00	0.00	2.63	2.63
Le Sueur	4.65	10.72	15.37	20.37	22.16	16.80	13.58
Lincoln	1.75	7.01	7.01	35.04	70.09	40.30	5.26
Lyon	46.05	28.25	17.80	23.61	25.93	21.29	10.45
McLeod	6.70	7.54	6.42	6.42	6.14	5.02	13.96
Mahnomen	0.00	1.82	9.08	12.71	18.16	16.35	5.45

County Name	6/7 - 6/20	6/14 - 6/27	6/21 - 7/4	6/28 - 7/11	7/5 - 7/18	7/12-7/25	7/19-8/1
Marshall	0.00	0.00	0.00	8.52	13.84	8.52	4.26
Martin	4.01	4.51	11.52	11.02	9.52	10.02	7.51
Meeker	4.33	3.90	2.17	3.90	6.07	5.63	2.17
Mille Lacs	1.55	1.17	1.94	3.50	5.44	8.55	7.77
Morrison	1.21	0.91	1.52	3.64	3.64	2.73	3.03
Mower	76.01	52.52	33.84	17.68	14.65	15.15	15.15
Murray	7.18	9.58	21.55	46.69	53.87	33.52	14.37
Nicollet	2.66	12.73	19.54	20.42	18.06	19.54	23.98
Nobles	14.65	14.65	18.32	19.69	20.15	17.86	15.57
Norman	3.05	4.57	3.05	3.05	9.15	13.72	13.72
Olmsted	12.02	15.81	14.76	17.77	19.01	14.76	13.59
Otter Tail	1.21	1.55	2.59	6.38	8.10	6.04	6.21
Pennington	1.41	0.00	1.41	4.94	6.35	7.05	7.05
Pine	0.69	2.06	4.81	3.78	2.75	3.43	3.09
Pipestone	1.09	11.98	48.99	76.21	71.86	47.90	19.60
Polk	2.85	4.75	3.48	3.80	6.01	8.86	12.66
Pope	0.00	0.00	1.82	10.93	16.39	11.84	14.57
Ramsey	12.82	12.26	11.69	13.67	16.93	19.83	22.25
Red Lake	0.00	0.00	2.50	4.99	7.49	17.47	32.44
Redwood	2.61	2.61	5.22	5.87	4.57	3.26	2.61
Renville	6.79	8.83	13.59	8.83	5.43	7.47	6.11
Rice	25.09	17.64	14.45	13.23	10.19	10.64	13.38
Rock	4.25	4.25	3.19	8.50	18.06	28.68	30.81
Roseau	0.65	1.94	8.41	13.58	12.93	8.41	5.17
St Louis	1.30	1.95	2.80	4.85	5.70	4.95	7.70
Scott	5.93	8.65	13.18	19.39	20.99	20.92	25.04
Sherburne	1.93	2.79	5.90	9.76	15.77	23.28	20.38
Sibley	5.36	16.09	16.09	10.06	11.40	8.05	5.36
Stearns	4.08	11.22	19.58	17.92	13.97	12.31	11.54
Steele	7.63	10.63	9.54	11.45	14.45	14.72	12.00
Stevens	2.04	3.07	3.07	9.20	8.18	2.04	2.04
Swift	1.06	0.00	3.19	23.38	25.50	8.50	4.25
Todd	13.09	8.18	2.86	2.05	2.05	4.09	8.18
Traverse	0.00	0.00	3.00	11.99	11.99	5.99	3.00
Wabasha	3.26	3.72	1.86	6.05	12.09	12.56	10.70
Wadena	2.93	3.66	0.73	2.20	4.40	4.40	3.66
Waseca	5.85	12.23	13.29	12.23	15.95	20.73	18.08
Washington	6.28	8.84	10.66	12.67	14.96	15.71	16.66
Watsonwan	103.89	119.38	56.50	51.03	42.83	23.69	15.49
Wilkin	15.77	7.88	3.15	4.73	1.58	4.73	14.19
Winona	3.34	6.49	6.49	9.44	14.16	12.78	8.85
Wright	3.09	4.44	6.86	10.32	13.18	12.88	11.90
Yellow Medicine	16.21	19.25	7.09	5.07	11.15	12.16	9.12

1) Hire Two Distance Learning Teachers
B. Project Application and Project Certification for Payment (Draw 4)

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Project Application and Project Certificate for Payment, Construction Manager as Adviser Edition

TO OWNER: I.S.D. #146 - Barnesville Public Schools	PROJECT: Add'n./Upgrade-Atkinson Add'n./Renovation-High School Barnesville, MN	APPLICATION NO: 4	Distribution to:
		PERIOD TO: August 05, 2020	OWNER: <input type="checkbox"/>
ATTENTION: Dr. Jon Ellerbusch, Superintendent	VIA CONSTRUCTION MANAGER: R. A. Morton & Associates, LLC	PROJECT NOS: 1907 /	CONSTRUCTION MANAGER: <input type="checkbox"/>
			ARCHITECT: <input type="checkbox"/>
			<input type="checkbox"/>

PROJECT APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Project. AIA Document G737™–2009, Summary of Contractors' Applications for Payment, is attached.

1. TOTAL CONTRACT SUMS <i>(Item A Totals)</i>	\$28,050,000.00
2. TOTAL NET CHANGES BY CHANGE ORDERS <i>(Item B Totals)</i>	\$0.00
3. TOTAL CONTRACT SUM TO DATE <i>(Item C Totals)</i>	\$28,050,000.00
4. TOTAL COMPLETED & STORED TO DATE <i>(Item F Totals)</i>	\$3,878,302.49
5. RETAINAGE <i>(Item H Totals)</i>	\$105,428.00
6. LESS PREVIOUS TOTAL PAYMENTS <i>(Item I Totals)</i>	\$3,078,368.69
7. CURRENT PAYMENT DUE <i>(Item J Totals)</i>	\$694,505.80

The undersigned Construction Manager certifies that to the best of its knowledge, information and belief this Project Application for Payment is an accurate compilation of the Contractors' Applications for Payment, attached hereto.

CONSTRUCTION MANAGER:

By: _____ Date: _____

State of: Minnesota

County of: Stearns

Subscribed and sworn to before me this _____ day of _____

Notary Public: Linda Day

My Commission expires: January 31, 2025

PROJECT CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on evaluation of the Work and the data comprising this Application, the Construction Manager certifies to the Owner that to the best of its knowledge, information and belief the Work has progressed as indicated; the quality of the Work is in accordance with the Contract Documents; and the Construction Manager recommends to the Owner and Architect that the Contractors be paid the AMOUNTS set forth in the attached Summary of Contractors' Applications for Payment.

TOTAL OF AMOUNTS CERTIFIED \$694,505.80

CONSTRUCTION MANAGER:

By: _____ Date: _____

In accordance with the Contract Documents, based on evaluation of the Work, the data comprising this Application, and the Construction Manager's recommendation, the Architect certifies to the Owner that to the best of its knowledge, information and belief the Work has progressed as indicated; the quality of the Work is in accordance with the Contract Documents; and the Contractors are entitled to payments of the AMOUNTS set forth in the attached Summary of Contractors' Applications for Payment.

ARCHITECT:

By: _____ Date: _____

I.S.D. #146 - Barnesville Public Schools
 Project Application Summary
 Application No. 4
 Period From: 07/05/20
 To: 08/05/20

Construction Manager:
 R. A. Morton & Associates, LLC
 3315 Roosevelt Road, Suite 100
 St. Cloud, MN 56301

Architect:
 Wendel
 401 Second Avenue North, Suite 206
 Minneapolis, MN 55401

	Contract Sum	Change Orders	Contract To Date	Work In Place	Materials Stored	Total Completed	Retainage Amount	Previous Payments	Current Payment	Balance to Finish	Percent Complete
General Conditions Allow.	415,205.00	(55,180.52)	360,024.48							360,024.48	13%
Phone/Technology	0.00	10,105.96	10,105.96	10,105.96		10,105.96		10,080.00	25.96		
Temp Office	0.00	567.00	567.00	567.00		567.00		567.00			
Temp Storage	0.00		0.00								
Temp Toilet	0.00	1,166.00	1,166.00	1,166.00		1,166.00		708.50	457.50		
Temp Electric	0.00	143.91	143.91	143.91		143.91		32.35	111.56		
Temp Heat/Environ Control	0.00		0.00								
Barricades/Temp Fencing	0.00	10,180.00	10,180.00	10,180.00		10,180.00		10,180.00			
Construction Staking	0.00		0.00								
Construction Testing	0.00	30,324.50	30,324.50	30,324.50		30,324.50		21,803.75	8,520.75		
Safety	0.00	133.03	133.03	133.03		133.03		42.96	90.07		
Misc Mat'l/Constr Supplies	0.00		0.00								
Construction Signage	0.00		0.00								
Hourly Workers	0.00		0.00								
Equipment Rental	0.00		0.00								
Snow Removal/Road Maintenance	0.00		0.00								
Dumpsters	0.00	2,262.51	2,262.51	2,262.51		2,262.51		965.66	1,296.85		
Clean Up	0.00		0.00								
Project Closeout	0.00		0.00								

I.S.D. #146 - Barnesville Public Schools	Contract Sum	Change Order	Contract To Date	Work In Place	Materials Stored	Total Completed	Retainage Amount	Previous Payments	Current Payment	Balance to Finish	Percent Complete
Job Overhead	0.00	297.61	297.61	297.61		297.61		297.61			
Sub-Total	\$415,205.00	(\$0.00)	\$415,205.00	\$55,180.52	\$0.00	\$55,180.52	\$0.00	\$44,677.83	\$10,502.69	\$360,024.48	13%
3A Combination Building and Site Concrete											
All Finish Concrete, Inc.	1,130,567.06	7,509.41	1,138,076.47	211,691.57		211,691.57	10,585.00	70,606.16	130,500.41	926,384.90	19%
3B Precast Concrete											
Taracon Precast, LLC	1,205,119.00		1,205,119.00							1,205,119.00	0%
4A Masonry											
Eicholtz Masonry, Inc.	1,684,400.00	8,119.00	1,692,519.00	232,000.00		232,000.00	11,600.00	77,900.00	142,500.00	1,460,519.00	14%
5A Steel Supply (MO)											
Integrity Steel Supply, LLC	782,000.00	34,116.00	816,116.00	31,010.00		31,010.00	1,551.00		29,459.00	785,106.00	4%
5B Steel Erection (LO)											
Innovative Erectors, Inc.	348,900.00	14,470.78	363,370.78							363,370.78	0%
6A Carpentry											
Gast Construction Co., Inc.	429,500.00	478.00	429,978.00	48,716.04		48,716.04	2,436.00	28,040.04	18,240.00	381,261.96	11%
6B Architectural Woodwork											
Northern Woodwork, Inc.	141,537.00	698.00	142,235.00							142,235.00	0%
7A Weather Barriers											
Fresh Look Painting, LLC dba Herzog Coatings	35,600.00		35,600.00							35,600.00	0%
7B Roofing											
Pierce Lee Roofing, Inc.	1,336,166.00	13,552.56	1,349,718.56							1,349,718.56	0%
7C Joint Sealants											
WCS1, LLC	60,500.00		60,500.00							60,500.00	0%
8A Doors, Frames, and Hardware (MO)											
Central Door & Hardware, Inc.	264,937.00		264,937.00	15,518.00		15,518.00	776.00	3,090.00	11,652.00	249,419.00	6%

I.S.D. #146 - Barnesville Public Schools	Contract Sum	Change Order	Contract To Date	Work In Place	Materials Stored	Total Completed	Retainage Amount	Previous Payments	Current Payment	Balance to Finish	Percent Complete
8B Aluminum Doors and Windows											
Rusco Window Company, Inc.	338,689.00	900.00	339,589.00							339,589.00	0%
8C Sectional Doors											
Allowance	15,000.00		15,000.00							15,000.00	0%
9A Gypsum System											
RTL Construction, Inc.	778,075.00	7,935.10	786,010.10	23,257.15		23,257.15	1,163.00		22,094.15	762,752.95	3%
9B Tilework											
McArthur Tile Corporation	130,000.00		130,000.00	3,900.00		3,900.00	195.00		3,705.00	126,100.00	3%
9C Acoustical Ceilings											
Allowance	365,000.00		365,000.00							365,000.00	0%
9D Wood Flooring											
H2I Group, Inc.	194,300.00		194,300.00							194,300.00	0%
9E Floor Covering											
Bachman, Inc. dba Floor to Ceiling Carpet One	326,398.00	3,998.00	330,396.00							330,396.00	0%
9F Painting											
Trall Painting Co.	184,500.00		184,500.00							184,500.00	0%
10A Lockers											
Olympus Lockers & Storage Products, Inc.	77,219.00		77,219.00							77,219.00	0%
11A Gymnasium Equipment											
H & B Specialized Products, Inc.	51,600.00		51,600.00	2,349.00		2,349.00	117.00		2,232.00	49,251.00	5%
12A Furnishings											
H2I Group, Inc.	158,992.00		158,992.00							158,992.00	0%
12B Auditorium Seating											
H2I Group, Inc.	133,500.00		133,500.00							133,500.00	0%
12C Bleachers											
Seating & Athletic Facility Enterprises, LLC (SAAFE, LLC)	123,845.00		123,845.00	4,086.00		4,086.00	204.00	3,882.00		119,759.00	3%
14A Conveying Equipment											
Otis Elevator Company	155,000.00		155,000.00							155,000.00	0%

I.S.D. #146 - Barnesville Public Schools	Contract Sum	Change Order	Contract To Date	Work In Place	Materials Stored	Total Completed	Retainage Amount	Previous Payments	Current Payment	Balance to Finish	Percent Complete
21A Fire Protection LVC Companies, Inc.	532,906.00	2,530.75	535,436.75							535,436.75	0%
22A Plumbing & HVAC Manning Mechanical, Inc.	4,634,000.00	9,642.00	4,643,642.00	244,640.00		244,640.00	12,232.00	91,237.00	141,171.00	4,399,002.00	5%
26A Electrical Communications, Electronic Safety, & Security Vinco, Inc.	1,607,800.00	16,451.25	1,624,251.25	28,913.85		28,913.85	1,446.00		27,467.85	1,595,337.40	2%
31A Earthwork and Site Utilities Landwehr Construction, Inc.	1,357,679.00	73,957.25	1,431,636.25	1,262,468.35		1,262,468.35	63,123.00	1,076,201.20	123,144.15	169,167.90	88%
32A Bituminous Paving FM Ashpahl, LLC	164,600.00	3,586.00	168,186.00							168,186.00	0%
32B Landscaping Allowance	25,000.00		25,000.00							25,000.00	0%
Tuckpointing Allowance	331,614.00		331,614.00							331,614.00	0%
Auditorium Sound Equip. Allowance	400,000.00		400,000.00							400,000.00	0%
Sub-Total	\$19,504,943.06	\$197,944.10	\$19,702,887.16	\$2,108,549.96	\$0.00	\$2,108,549.96	\$105,428.00	\$1,350,956.40	\$652,165.56	\$17,594,337.20	11%
CM Fees R. A. Morton & Associates, LLC	685,000.00		685,000.00	190,760.00		190,760.00		163,070.00	27,690.00	494,240.00	28%
CM Reimbursables R. A. Morton & Associates, LLC	88,000.00		88,000.00	16,000.00		16,000.00		12,000.00	4,000.00	72,000.00	18%
Architect Fees	1,886,326.00		1,886,326.00	1,041,356.25		1,041,356.25		1,041,356.25		844,969.75	55%
Architect Reimbursables			0.00							0.00	#DIV/0!
Misc. Owner Expenses	273,625.98	(56,721.65)	216,904.33	5,540.13		5,540.13		5,540.13		211,364.20	3%
Permits, Plan Reviews	81,240.34	56,721.65	137,961.99	137,961.99		137,961.99		137,961.99		0.00	100%
Builders Risk	27,390.00		27,390.00	27,390.00		27,390.00		27,390.00		0.00	100%
Soil Testing	11,504.00		11,504.00	11,504.00	245	11,504.00		11,504.00		0.00	100%

I.S.D. #146 - Barnesville Public Schools	Contract Sum	Change Order	Contract To Date	Work In Place	Materials Stored	Total Completed	Retainage Amount	Previous Payments	Current Payment	Balance to Finish	Percent Complete
Site Survey	15,125.00		15,125.00	15,125.00		15,125.00		15,125.00		0.00	100%
Commissioning	0.00		0.00							0.00	#DIV/0!
Plan Printing & Bid Expenses	6,040.13		6,040.13	3,274.85		3,274.85		3,127.30	147.55	2,765.28	54%
Owner Project Supplies	3,000.00		3,000.00	1,083.51		1,083.51		1,083.51		1,916.49	36%
Wrestling Room Relocation and Pads	60,000.00		60,000.00							60,000.00	0%
Elementary School Parking Lot East	25,094.55		25,094.55							25,094.55	0%
Move City Electric Line	151,602.00		151,602.00							151,602.00	0%
Move City Gas Mains	75,000.00		75,000.00							75,000.00	0%
Asbestos Abatement	174,876.00		174,876.00							174,876.00	0%
Abatement Required Elec.	27,117.00		27,117.00	472.00		472.00		472.00		26,645.00	2%
Abatement - House Demo	2,750.00		2,750.00	2,750.00		2,750.00		2,750.00		0.00	100%
House Demo	21,125.00		21,125.00	16,400.00		16,400.00		16,400.00		4,725.00	78%
FF&E	472,153.00		472,153.00	409.64		409.64		409.64		471,743.36	0%
Fitness Equipment	152,658.00		152,658.00							152,658.00	0%
Technology	300,000.00		300,000.00	53,623.79		53,623.79		53,623.79		246,376.21	18%
Legal & Fiscal	406,648.00		406,648.00	190,920.85		190,920.85		190,920.85		215,727.15	47%
Interest Earnings	(400,031.00)		(400,031.00)							(400,031.00)	0%
Contingency	1,649,999.94	(197,944.10)	1,452,055.84							1,452,055.84	12%
Owner Contingency	1,933,608.00		1,933,608.00							1,933,608.00	0%
Sub-Total	\$8,129,851.94	(\$197,944.10)	\$7,931,907.84	\$1,714,572.01	\$0.00	\$1,714,572.01	\$0.00	\$1,682,734.46	\$31,837.55	\$6,217,335.83	22%
Construction Total	\$28,050,000.00	\$0.00	\$28,050,000.00	\$3,878,302.49	24600	\$3,878,302.49	\$105,428.00	\$3,078,368.69	\$694,505.80	\$24,171,697.51	14%

I.S.D. #146 - Barnesville Public Schools

Listing of Checks to be Prepared

Draw #4

Please Do NOT Combine Checks for the Same Contractor.

R. A. Morton & Associates, LLC	\$	31,953.58
Jiffy Jon's, Inc.	\$	457.50
City of Barnesville	\$	111.56
Braun Intertec Corporation	\$	8,520.75
Dakota Rolloff Services, LLC	\$	1,296.85
All Finish Concrete, inc.	\$	130,500.41
Eicholtz Masonry, Inc.	\$	142,500.00
Integrity Steel Supply, LLC	\$	29,459.00
Gast Construction Company, Inc.	\$	18,240.00
Central Door & Hardware, Inc.	\$	11,652.00
RTL Construction, Inc.	\$	22,094.15
McArthur Tile Corporation	\$	3,705.00
H & B Specialized Products, Inc.	\$	2,232.00
Manning Mechanical, Inc.	\$	141,171.00
Vinco, Inc.	\$	27,467.85
Landwehr Construction, Inc.	\$	<u>123,144.15</u>
Draw Total	\$	<u><u>694,505.80</u></u>

**PLEASE SEND ALL CHECKS TO R. A. MORTON & ASSOCIATES, LLC.
WE WILL ATTACH LIEN WAIVERS AND DISBURSE TO THE INDIVIDUAL
CONTRACTORS.**

**PLEASE NOTE, IT IS THE OWNER'S RESPONSIBILITY TO PROCESS
REQUIRED 1099 INFORMATION AT YEAR END FOR PAYMENTS
MADE BY THEM.**

THANK YOU!

R. A. Morton & Associates, LLC
3315 Roosevelt Road, Suite 100
St. Cloud, MN 56301

Proposal Request #15
Barnesville School
 HS Area B Glycol Loop



Contractor	Date Sent	Date Received	\$ Amount
All Finish Concrete - 3A			
Taracon Precast - 3B			
Eicholtz Masonry - 4A			
Integrity Steel Supply - 5A			
Innovative Erectors - 5B			
Gast Construction - 6A			
Northern Woodwork - 6B			
Herzog Coatings - 7A			
Pierce Lee Roofing - 7B			
WCS1 - 7C			
Central Door & Hardware - 8A			
Rusco Window - 8B			
8C			
RTL Construction - 9A			
McArthur Tile - 9B			
9C			
H2I Group - 9D			
Floor to Ceiling - 9E			
Traill Painting - 9F			
Olympus Lockers - 10A			
H&B Specialized Products - 11A			
H2I Group - 12A			
H2I Group - 12B			
Seating and Athletic Facility - 12C			
Otis Elevator - 14A			
LVC Companies - 21A			
Manning Mechanical - 22A	7/31/2020	8/6/2020	\$ 59,766.00
Vinco - 26A	7/31/2020	8/5/2020	\$ 3,831.84

Landwehr Construction - 31A			
FM Asphalt - 32A			
32B			
Total			\$ 63,597.84

PROPOSAL REQUEST

DATE: 7/31/2020
PROJECT: Barnesville Public School
RE: PR No. 015
SUBJECT: HS Area B Glycol Water Loop



3315 Roosevelt Road, Ste. 100
St. Cloud, MN 56301

- 1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 8/5/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

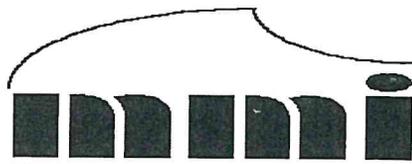
*	Add:	Labor:\$ <u>18,766</u>
		Material:\$ <u>41,000</u>
*	Deduct:	Labor:\$ <u>—</u>
		Material:\$ <u>—</u>
*	No Change:	<u>—</u>

- 2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
Project Manager

MANNING MECHANICAL
Company Name

[Signature] 8-13-2020
Signature Date



Date:
 Project Name: BARNESVILLE HIGH SCHOOL **Manning Mechanical, Inc.**
 Project #:
 Time Extension To The Mechanical Contract **16 Days**
 Description: PR #15 HEAT EXCHANGER AND ACCESSORIES

4210 19th Ave N, Fargo, ND 58102
 Bus: 701-293-9774
 Fax: 701-293-6863

DESCRIPTION	QUANTITY	UNIT	MATERIAL		LABOR		TOTAL
			PER UNIT	SUBTOTAL	PER UNIT	SUBTOTAL	
MATERIAL							
HEX-1	1	Each	#####	\$11,730.00	4	4.00	\$11,730.00
HEP-1	1	Each	\$ -	INCL	2.5	2.50	\$0.00
HEP-2	1	Each	\$ -	INCL	2.5	2.50	\$0.00
FLANGE KIT	2	Each	\$ -	INCL	INCL	2.00	\$0.00
3"AS-2	1	Each	\$ -	INCL	3	3.00	\$0.00
AUTO AIR VENT	1	Each	\$ -	INCL	0.5	0.50	\$0.00
ET-2	1	Each	\$ -	INCL	3	3.00	\$0.00
AUTO AIR VENT	1	Each	\$ -	INCL	0.5	0.50	\$0.00
RELIEF VALVE	1	Each	\$ 89.20	\$89.20	0.5	0.50	\$89.20
2-1/2"FMD	1	Each	\$ 562.80	\$562.80	0.84	0.84	\$562.80
3"FMD	1	Each	\$ 874.50	\$874.50	0.96	0.96	\$874.50
3"BLK GBE	42	Each	\$ 6.05	\$254.10	0.07	2.94	\$254.10
2-1/2"BLK GBE	63	Each	\$ 5.38	\$338.94	0.06	3.78	\$338.94
8"ZINC CLEVIS HANGER	20	Each	\$ 11.00	\$220.00	0.5	10.00	\$220.00
6"X 2-1/2"VIC SADDLE	2	Each	\$ 113.40	\$226.80	0.55	1.10	\$226.80
3"VIC 90	10	Each	\$ 89.40	\$894.00	0.6	6.00	\$894.00
2-1/2"VIC 90	10	Each	\$ 51.00	\$510.00	0.5	5.00	\$510.00
3"VIC CAP	2	Each	\$ 43.60	\$87.20	0.34	0.68	\$87.20
3"X 1/2"VIC SADDLE	4	Each	\$ 54.60	\$218.40	0.36	1.44	\$218.40
3"X 3/4"VIC SADDLE	7	Each	\$ 54.60	\$382.20	0.36	2.52	\$382.20
3"X 2"VIC SADDLE	2	Each	\$ 79.00	\$158.00	0.36	0.72	\$158.00
2-1/2"X 1/2"VIC SADDLE	4	Each	\$ 47.40	\$189.60	0.31	1.24	\$189.60
2-1/2"X 3/4"VIC SADDLE	2	Each	\$ 47.40	\$94.80	0.31	0.62	\$94.80
2-1/2"VIC TEE	1	Each	\$ 78.60	\$78.60	0.74	0.74	\$78.60
3"X 1-1/2"VIC #52	2	Each	\$ 76.00	\$152.00	0.6	1.20	\$152.00
3"X 2"VIC #52	2	Each	\$ 76.00	\$152.00	0.6	1.20	\$152.00
2-1/2"X 2"VIC #52	4	Each	\$ 62.00	\$248.00	0.5	2.00	\$248.00
3"VIC BUTTERFLY VALVE	6	Each	\$ 527.00	\$3,162.00	0.96	5.76	\$3,162.00
2-1/2"VIC BUTTERFLY VALVE	5	Each	\$ 505.20	\$2,526.00	0.84	4.20	\$2,526.00
3"VIC CHECK VALVE	1	Each	\$ 451.40	\$451.40	0.96	0.96	\$451.40
2-1/2"VIC CHECK VALVE	1	Each	\$ 382.80	\$382.80	0.84	0.84	\$382.80
3"VIC FLANGE	2	Each	\$ 223.40	\$446.80	0.38	0.76	\$446.80
3"VIC ZEROFLEX CPLG	38	Each	\$ 56.80	\$2,158.40	0.27	10.26	\$2,158.40
2-1/2"VIC ZEROFLEX CPLG	37	Each	\$ 49.40	\$1,827.80	0.24	8.88	\$1,827.80
3/4"X 6"BLK NIPPLE	3	Each	\$ 3.45	\$10.35	0.03	0.09	\$10.35
2"X 6"BLK NIPPLE	4	Each	\$ 9.40	\$37.60	0.06	0.24	\$37.60
2"X 3/4"BLK BUSHING	1	Each	\$ 8.30	\$8.30	0.59	0.59	\$8.30
2"BLK CAP	2	Each	\$ 8.85	\$17.70	0.32	0.64	\$17.70
2"BLK CPLG	4	Each	\$ 12.60	\$50.40	0.64	2.56	\$50.40
3/4"L COPPER	40	Each	\$ 2.10	\$84.00	0.03	1.20	\$84.00
1/2"L COPPER	20	Each	\$ 1.30	\$26.00	0.03	0.60	\$26.00
1-1/2"SWT MALE ADAPTER	1	Each	\$ 11.45	\$11.45	0.22	0.22	\$11.45
3/4"SWT MALE ADAPTER	7	Each	\$ 2.65	\$18.55	0.14	0.98	\$18.55
1/2"SWT MALE ADAPTER	8	Each	\$ 1.60	\$12.80	0.13	1.04	\$12.80
3/4"SWT FEMALE ADAPTER	1	Each	\$ 3.45	\$3.45	0.14	0.14	\$3.45
1/2"X 1/4"SWT FEMALE ADAPTER	6	Each	\$ 3.90	\$23.40	0.13	0.78	\$23.40
3/4"SWT 90	11	Each	\$ 1.70	\$18.70	0.29	3.19	\$18.70
1/2"SWT 90	8	Each	\$ 0.77	\$6.16	0.26	2.08	\$6.16
3/4"TEE	3	Each	\$ 3.10	\$9.30	0.43	1.29	\$9.30
3/4"X 1/2"X 3/4"SWT TEE	2	Each	\$ 3.65	\$7.30	0.42	0.84	\$7.30
1/2"SWT TEE	4	Each	\$ 1.30	\$5.20	0.38	1.52	\$5.20
1-1/2"X 3/4"SWT FTG REDUCER	1	Each	\$ 7.40	\$7.40	0.42	0.42	\$7.40
3/4"SWT UNION	5	Each	\$ 10.25	\$51.25	0.3	1.50	\$51.25
2"IP BALL VALVE	2	Each	\$ 58.50	\$117.00	0.74	1.48	\$117.00
3/4"SWT BALL VALVE	6	Each	\$ 9.85	\$59.10	0.32	1.92	\$59.10
1/2"SWT BALL VALVE	10	Each	\$ 7.10	\$71.00	0.28	2.80	\$71.00
3/4"X 1P HOSE END BALL VALVE	2	Each	\$ 17.80	\$35.60	0.44	0.88	\$35.60
3/4"SWT X HOSE END BALL VALVE	3	Each	\$ 17.10	\$51.30	0.32	0.96	\$51.30
3/4"SWT CHECK VALVE	2	Each	\$ 77.60	\$155.20	0.32	0.64	\$155.20

Already installed

*VERIFY 63 FT IS NEEDED
 Verified By Foreman*

2 Hangers between each p. section of vic p. piping

1/4"SNUBBER	6	Each	\$ 6.90	\$41.40	0.16	0.96	\$41.40
PSI GAUGE	6	Each	\$ 18.35	\$110.10	0.32	1.92	\$110.10
DIGITAL THERMOMETER/WELL	5 → 4	Each	\$ 64.45	\$257.80	0.36	1.44	\$257.80
	0	Each	\$ -	\$0.00	0	0.00	\$0.00
					SUM	126.1	
Guarantee @ 2% of Material			0%	\$ -			\$0.00
RENTALS							
Backhoe	0	hours	\$ 65.00	\$ -			\$0.00
Crane	0	hours	\$ 200.00	\$ -			
Power Scaffold	0	Per Week	\$ 200.00	\$ -			
Specialties							



Shipping: 417 39th St. N
Fargo, ND 58102

Mailing: PO Box 2972
Fargo, ND 58108

Phone: 701.293.6953
Fax: 701.235.1411

August 13, 2020

Manning Mechanical
4210 19th Ave N
Fargo, ND 58102

Project: **Barnesville Public School
High School – PR-15
Barnesville, MN**

Engineer: Ober Nel

Bid date: August 13, 2020

**Proposal Request PR-15
REVISED
Barnesville High School
Area B Glycol Water Loop**

PR-15 - Scope of Work-

Agassiz Chemical and Equipment is pleased to provide a water treatment proposal to support request to add a glycol water loop in Area B of the Barnesville High School supporting SECTION 232500 HVAC Water Treatment for the **NEW** hot water piping from the Heat Exchanger to the 2 1/2" piping of the existing system, expansion tank 2, glycol solution for owner. Estimating the loop to be approximately 110 total gallons.

SECTION 232500 HVAC WATER TREATMENT

Sub Para 2.04 Glycol Make Up Tank

20 gallons (4) pails of DOWTHERM™ SR-1 50% solution for owner's use

Sub Para 2.06 Glycol Solution

DOWTHERM™ SR-1 inhibited ethylene fluid will be installed to the **NEW** glycol hot water piping system for Area B to attain a 50% by volume solution. Glycol will be installed with proper water quality to ensure fluid integrity and compatibility.

MECHANICAL CONTRACTOR

Please include and provide 3" tappings next to the isolation valves on the existing system for us to circulate cleaner in the NEW piping loop.

EXCEPTIONS:

Chemicals required to treat make up added due to leaks or dumping is not included.

Mechanical seals are **NOT INCLUDED** in this proposal.

This project does **NOT** cover for phased work, if the project is phased or segmented for work progress in smaller increments, this changes the scope of work bid and **DOES AFFECT** our bid to warrant change orders to meet the phased segment requirements at an additional cost.

SERVICE:

- Review water treatment requirements and equipment installation with the contractor's representative.
- Install glycol to **NEW** piping loop.
- Provide 3rd party fluid analysis new glycol installed to heating system.
-

PR-15 PRICE

.. .. . **Add:** \$ **3,060.00**
Add: if WANTED/NEEDED Side Stream Filter \$ **1,300.00**

*Freight allowed to Barnesville, MN
Terms: Net 30 days
1.5% per month added to past due balances
Taxes not included
This proposal subject to change if a purchase order is not secured within 30 days of bid date.*

Respectfully submitted,

255

Steve



MULCAHY

Engineered Hydraulic Solutions Since 1929

2700 Blue Water Road, Suite #100 Eagan, Minnesota 55121

Phone (651)-686-8580 ▪ Fax (651)-686-8588

www.mulcahyco.com

Quote ID: QUO-16227-GOV8N8

Job Name: Barnesville High School

Location: Fargo, ND

Bid Date: 08/04/2020

Engineer: MANNING MECHANICAL, INC.

Today's Date: 08/04/2020

The quantities and product stated below represent our best judgment as to requirements but no responsibility is assumed for errors. All subject to correction. Prices subject to change without notice. All agreements and sales subject to strikes, accidents or causes beyond our control. We are not liable for consequential damages. All sales or other taxes, if any, shall be paid by purchaser.

PRICING IS FOB Shipping Point, FREIGHT ALLOWED

Please reference Quote ID Number on all correspondence.

Qty	Description	Total Net Price
ACCEPTABLE		
AIR SEPARATORS-VOLT ALT		
1	B&G CRSN-3F Coalescing Removal Separator, 3 IN. Flange, Standard Velocity, Non-Removable Head, 150# Wt: 114 lbs ea. Tag: AS-2	
1	B&G #107A High Capacity Air Vent Cast Iron Wt: 10 lbs ea. Tag: AS-2 ACCY	
Total AIR SEPARATORS-VOLT ALT		\$ 2,287.86
 HEAT EXCHANGERS		
1	B&G Model - BP422 - 60 Plate Heat Exchanger - Consisting of a Brazed Pack Unit with Plates. Thermal Plates are SA240 S31603 X 0.0157 in. tk. This unit has the following connections: Port-1: 2" NPT Male Thread, Port-2: 2" NPT Male Thread, Port-3: 2" Wt: 75 lbs ea. Tag: HEX-1	
Total HEAT EXCHANGERS		\$ 3,171.45
 HVAC EXPANSION TANKS		
1	B&G B200 ASME Bladder Tank (53 GAL) 24in Dia x 36-7/8in OAL Wt: 206 lbs ea. Tag: ET-2	
1	B&G 97 Automatic Air Vent Wt: 1 lbs ea. Tag: ET-2 ACCY	
1	B&G TPV 1FM TANK PURGE VALVE Wt: 2 lbs ea. Tag: ET-2 TPV	
Total HVAC EXPANSION TANKS		\$ 1,396.46

08/04/2020

*** CONFIDENTIAL ***

QUO-16227-GOV8N8

Engineered Fluid Handling & HVAC Solutions Since 1929

HVAC PUMPS

- 1 B&G ecocirc XL 40-200 (1HP - 208/1); 68 GPM AT 25 FEET HEAD Wt: 38 lbs ea.
Tag: HEP-1
- 1 B&G Flange Pack for PL-130 C.I. 2 Flngs Capscrews & Nuts Wt: 3 lbs ea.
Tag: HEP-1 ACCY
- 1 B&G ecocirc XL 70-145 (2HP - 208/1); 75 GPM AT 45 FEET HEAD Wt: 38 lbs ea.
Tag: HEP-2
- 1 B&G 1-1/2" set of (2) Pump Companion Flanges (Pair) Wt: 5 lbs ea.
Tag: HEP-2 ACCY

Total HVAC PUMPS \$ 4,874.01

RELIEF VLVES

- 1 B&G 790-50 ASME SAFETY RELIEF VALVE Wt: 15 lbs ea.
Tag: RELIEF VALVE

Total RELIEF VLVES \$ 89.22

NOTE: Plans and Specifications received are incomplete. Quote based upon known information.
Pricing and selections are subject to change upon receipt of complete plans and specifications.

NOTE: Air separators are quoted as a VOLUNTARY ALTERNATE subject to approval of the engineer.



PROPOSAL

Johnson Controls, Inc.
Controls Group
2320 12th Street, North
Fargo, ND 58102-1806
Tel. 701/293 1140 Fargo Area
800/678 1130 Out of Area
FAX: 701/280 0787

TO: Scott Johnson
Manning Mechanical

DATE: October 24, 2019

PROJECT: Barnesville HS PR-15

We propose to furnish the materials and/or perform the work described below for the net price of Four Thousand Five Hundred Sixty Dollars and no/100. (\$4,560.00)

For the Above price this proposal includes:
Labor and material to install controls for PR-15.

Alternates to this proposal are:
N/A

This proposal does not include:
Installation of valves, wells. No VFD's.

This proposal and alternates listed are hereby accepted and Johnson Controls is authorized to proceed with the work; subject, however, to credit approval by Johnson Controls, Inc., Milwaukee, Wisconsin.

This proposal is valid until: Thirty Days

Purchaser -- Company Name

JOHNSON CONTROLS, INC.

Signature

Signature

Name: _____

Name: Michael Wendt
Title: Branch Installation Manager

Title: _____

Date: _____

Scott Johnson

From: Scott Miller <scott@diamondenergysystems.com>
Sent: Wednesday, August 05, 2020 11:20 AM
To: Scott Johnson
Subject: Re: BARNESVILLE HIGH SCHOOL

Scott,

Please figure \$3,820 for the pipe insulation on PR #15 for the Barnesville School. Material is \$1,760 and labor is \$2,060. Thanks

Scott Miller

On Tuesday, August 4, 2020, 12:34:05 PM CDT, Scott Johnson <sjohnson@manningmechanical.com> wrote:

??

Scott Johnson

VP of Operations

Manning Mechanical

4210 19th Avenue North

Fargo, N.D. 58102

Phone: (701)293-9774

Fax: (701)293-6863

From: Scott Johnson
Sent: Monday, August 03, 2020 10:36 AM
To: Scott Miller <scott@diamondenergysystems.com>
Subject: FW: BARNESVILLE HIGH SCHOOL
Importance: High

Thanks

Scott Johnson

VP of Operations

Manning Mechanical

CHANGE ORDER REQUEST

PR-015

To: RA MORTON
3315 ROOSEVELT ROAD, SUITE 100
ST. CLOUD, MN 56301

COR # _____
 ITEM(S) # _____

A BRAD BEDNER
 cc: _____

Date: 8/4/2020

Project: BARNESVILLE PUBLIC SCHOOLS

Title PR-015 Pumps HEP-1 & JEP-2 RESPONSE

Scope of Change: Per Attached

Amount of Change:

Material:	1	X	\$806.37	=	\$806.37
Material Tax	1	X	\$ 59.47	=	\$59.47
Subcontractor Material	1		\$ -	=	\$0.00
Equipment	0		\$ -	=	\$0.00
Plan Copying	1		\$ -	=	\$0.00
SUBTOTAL MATERIALS:					\$865.84
Overhead MATERIAL	\$865.84	X	5.00%	=	\$43.29
Profit MATERIAL	\$909.13		5.00%	=	\$45.46
TOTAL MATERIALS:					\$954.59

Labor	33.35	X	\$ 85.00	=	\$2,834.75
Subcontractor Labor	1		\$ -	=	\$0.00
Field Superintendent	0.5		\$ 85.00	=	\$42.50
SUBTOTAL LABOR:					\$2,877.25
Overhead LABOR	\$2,877.25	X	0.00%	=	\$0.00
Profit LABOR	\$2,877.25		0.00%	=	\$0.00
TOTAL LABOR:					\$2,877.25
Additional Days OH					\$0.00
GRAND TOTAL					\$3,831.84

Signed: **APPROVED**
 Zach Jeppesen / Project Manager
 By Zachary Jeppesen at 6:17 am, Aug 05, 2020 Date

This Change Order is good for 30 days from the date of signature.

A	B	C	D	E	F	G	H	I	J	K	L	M
1	BARNESVILLE PR-015 RESPONSE											
2	Item #	Item Name	Quantity	Price 1	U	Ext Price 1	Labor 1	U	Labor 1 Ext			
3	Label Set: Combined, Combined, Combined, Combined, Combined											
4	32	10 THHN CU STRANDED	706.00	\$217.20	M	\$153.35	6.20	M	33.35			
5	1,508	3/4 EMT CONDUIT	200.00	\$116.36	C	\$232.72	7.43	C	14.87			
6	1,629	3/4 EMT CONN D/S	4.00	\$72.52	C	\$2.90	6.28	C	0.25		Standard Materials	\$ 456.37
7	1,725	3/4 EMT COUP D/S	20.00	\$76.51	C	\$15.30	4.40	C	0.88		Quoted Materials (Copy Attached)	\$ 350.00
8	1,962	3/4 EMT 1 HOLE STP/STL	26.00	\$19.18	C	\$4.99	3.77	C	0.98		Total	\$ 806.37
9	5,450	#10 X 1 1/2 SCREW	16.00	\$4.16	C	\$0.67	0.00	X	0.00			
10	5,812	10 X 1-1/2 COMB PAN HD TAP SCR	26.00	\$2.70	C	\$0.70	0.00	X	0.00		Standard Labor	33.35
11	5,874	1/4 FLAT STEEL WASHER	26.00	\$82.50	C	\$21.45	0.00	X	0.00			
12	5,996	#8-#12 PLASTIC ANCHOR 100# 1 1/4"	8.00	\$2.65	C	\$0.21	16.08	C	1.29			
13	8,621	1/2 FLEX STEEL	12.00	\$94.27	C	\$11.31	2.51	C	0.30			
14	8,675	1/2 FLEX SQZ CONN	2.00	\$229.28	C	\$4.59	7.54	C	0.15			
15	8,728	1/2 FLEX 90 1 SCREW CONN	2.00	\$356.66	C	\$7.13	11.30	C	0.23			
16	9,534	20A WIRE TERMINATION	12.00	\$0.00	X	\$0.00	0.13	E	1.51			
17	9,535	30A WIRE TERMINATION	20.00	\$0.00	X	\$0.00	0.15	E	3.01			
18	9,608	R/Y RED/YELLOW 3M WIRE NUT	8.00	\$13.20	C	\$1.06	4.52	C	0.36			
19	19,966	20A ENCL CB 3P (OR 2P & N) 250V	2.00	\$0.00	Q	\$0.00	1.38	E	2.76			
20	20,229	30A GD 1 PH N1 NF SW	2.00	\$0.00	Q	\$0.00	1.19	E	2.39			
21	100,077	3/4" EMT & 3-#10'S	200.00	\$0.00	Q	\$0.00	0.00	X	0.00			
22						\$456.37			33.35			



SIEMENS

Proposal

Job Name: Barnsville Schools
Quote Name: Barnsville Schools PR15
Quote #: oslidg000_04232000_01_00_M00
Bid Date: //

Siemens Industry, Inc. (Company) agrees to sell to Purchaser and Purchaser agrees to purchase from the Company the goods described below. Written quotations are valid for 30 calendar days from price approval date unless otherwise stated in the quotation. Quotations are subject to change by Siemens Industry, Inc. at any time upon written notice to Purchaser. Quoted Lead times refer to the manufacturing cycles, in working days, at time of quotations and are subject to change.

Quote Notes: The EQ on the breaker doesn't help it was an old series of breakers. My best guess from the pictures is a BQ breaker but that panel so old I'm not 100% sure. There should be an actual part number on the front of the breaker. And I assume a 20A-2P and that its 10K rated and Nema 1 on the disc.

Line #:	Qty	Description
10	2	Standard Product--BRKR BQ 2P 120/240V 20A 10K Catalog No.: BQ2B020
11	2	Standard Product--HDSS NF 2P2W 600V 30A N1 Catalog No.: HNF261

TOTAL \$350.00 (PLUS SHIPPING)

PROPOSAL REQUEST

DATE: 7/31/2020
PROJECT: Barnesville Public School
RE: PR No. 015
SUBJECT: HS Area B Glycol Water Loop



3315 Roosevelt Road, Ste. 100
 St. Cloud, MN 56301

1 Please **provide an itemized quotation** for changes to your contract sum accordance with the attached details. Identify labor, material, profit and overhead documentation in accordance of Article 7 and the supplementary conditions of your contract. If there are no cost changes that affect your section of work, indicate so.

Please submit your response to the office of R.A. Morton & Associates, LLC by 8/5/2020. **If we do not receive your response by the above noted date we will proceed with the understanding there are no cost implications/requirements under your contract for the proposed change.**

*	Add:	Labor:\$ <u>2,877.25</u> Material:\$ <u>954.59</u>
*	Deduct:	Labor:\$ _____ Material:\$ _____
*	No Change:	_____

2 If the above mentioned proposal request is accepted and has cost adjustments, your contract amount will change accordingly by a change order. Be advised if the proposed cost change is accepted, **DO NOT BILL** for the contract change prior to full execution of AIA G701/Cma.

R.A. Morton & Associates, LLC
Brad Bednar
 Project Manager

VINCO INC
 Company Name

 Signature Date

PROPOSAL REQUEST - 015

Date	July 30, 2020
Project #	2019282
Project Name	Barnesville Schools
Project Location	Barnesville, MN
Description	Pumps HEP-1 and HEP-2

Please submit an itemized quotation for the change(s) described below to the proposed modifications to the Contract Documents. Cost proposal to include a detailed itemized breakdown indicating the specific amounts, lengths, quantities, types, sizes, etc. of material including labor, O&P, taxes, and other incidental charges to be used. Proposal shall also indicate credits, deducts, and/or offsets for material and labor originally included in contract. THIS IS NOT A CHANGE ORDER OR DIRECTION TO PROCEED WITH WORK STATED HEREIN.

DRAWING E1132

1. Provide 208V/1PH connection to pumps HEP-1(1 HP), and HEP-2(2HP). Provide 30A/2P/NF disconnect switch at each pump. Circuits shall originate from existing 208/120V, 3PH, 4W panelboard (with available space) in existing electrical switchboard room. Provide new 20A/2P circuit breakers compatible with panelboard.

Respectfully,
Obernel Engineering

Ken Snare
Ken Snare

Attachment(s):
Cc:

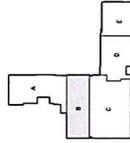


BARNESVILLE PUBLIC SCHOOLS
BARNESVILLE, MINNESOTA

ADDITIONS AND RENOVATIONS
CONSTRUCTION DOCUMENTS



OBER engineering
obernel.com | 877.390.0501



THIS SET OF DRAWINGS IS THE PROPERTY OF OBER ENGINEERING. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF OBER ENGINEERING.

DATE	DESCRIPTION
1/12/2020	ADD/REMOVE
9/17/2020	REVISE

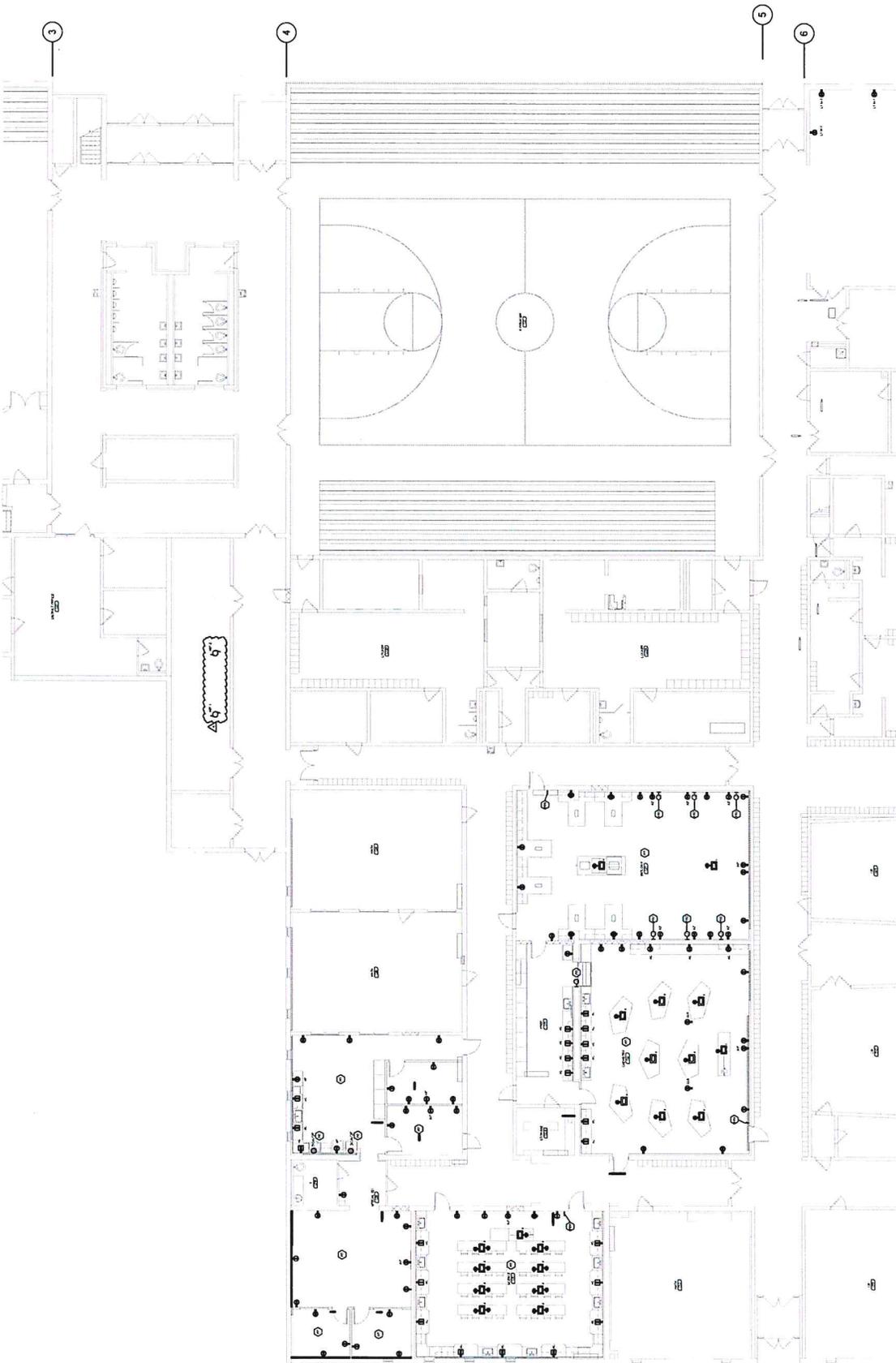
HS - FIRST FLOOR PLAN - AREA B - POWER

DATE	DESCRIPTION
1/12/2020	ADD/REMOVE
9/17/2020	REVISE

E1132

GENERAL NOTES

1. ALL ELECTRICAL WORK SHALL BE IN ACCORDANCE WITH THE 2017 NATIONAL ELECTRICAL CODE (NEC) AND THE 2017 MINNESOTA ELECTRICAL CODE (MEC).
2. ALL ELECTRICAL WORK SHALL BE INSTALLED IN ACCORDANCE WITH THE 2017 NATIONAL ELECTRICAL CODE (NEC) AND THE 2017 MINNESOTA ELECTRICAL CODE (MEC).
3. ALL ELECTRICAL WORK SHALL BE INSTALLED IN ACCORDANCE WITH THE 2017 NATIONAL ELECTRICAL CODE (NEC) AND THE 2017 MINNESOTA ELECTRICAL CODE (MEC).
4. ALL ELECTRICAL WORK SHALL BE INSTALLED IN ACCORDANCE WITH THE 2017 NATIONAL ELECTRICAL CODE (NEC) AND THE 2017 MINNESOTA ELECTRICAL CODE (MEC).
5. ALL ELECTRICAL WORK SHALL BE INSTALLED IN ACCORDANCE WITH THE 2017 NATIONAL ELECTRICAL CODE (NEC) AND THE 2017 MINNESOTA ELECTRICAL CODE (MEC).
6. ALL ELECTRICAL WORK SHALL BE INSTALLED IN ACCORDANCE WITH THE 2017 NATIONAL ELECTRICAL CODE (NEC) AND THE 2017 MINNESOTA ELECTRICAL CODE (MEC).



Wendel**PROPOSAL REQUEST**

401 2nd Avenue North
Suite 206
Minneapolis, MN 55401

Phone: (612) 332-1401

No. 015

TITLE: *HS Area B Glycol Water Loop*

DATE: 07/31/2020

PROJECT: *Barnesville Public Schools
Additions and Remodeling*

PROJECT NO: 478201

TO: Brad Bednar
RA Morton Construction Managers.
3315 Roosevelt Road, Suite 100
St. Cloud, MN 56301

An itemized proposal must be submitted for any modification or change in the Contract Sum and/or Contract Time of the Contract Documents described herein. Within Seven (7) days of the date of this Request for Proposal, the Contractor must either (i) submit an itemized proposal or (ii) notify the Architect in writing of the anticipated date on which the itemized proposal will be submitted.

THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

DESCRIPTION

MECHANICAL / ELECTRICAL

1. Refer to attached Obernel Proposal Request No. 15.

By: Dan Goemann
Attachments: Obernel PR-15.

Cc: Don Emslander, Nicki Benjamin,
Dr. Jon Ellerbusch, Tom Gray

STATE OF MINNESOTA
MINNESOTA STATE COLLEGES AND UNIVERSITIES
MINNESOTA STATE COMMUNITY AND TECHNICAL COLLEGE
POSTSECONDARY ENROLLMENT OPTIONS (PSEO) BY CONTRACT

This contract is by and between Barnesville Public Schools 146, Barnesville, MN (hereinafter "SCHOOL DISTRICT") and the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Minnesota State Community and Technical College (hereinafter "COLLEGE/UNIVERSITY"). This contract does not apply to concurrent enrollment courses.

WHEREAS, the SCHOOL DISTRICT has a need for a specific service provided by COLLEGE/UNIVERSITY in accordance with Minnesota Statutes §124D.09 and Minnesota State Board Policy 3.5 and System Procedure 3.5.1; and applicable COLLEGE/UNIVERSITY policies.

WHEREAS, the COLLEGE/UNIVERSITY, is empowered to enter into contracts pursuant to Minnesota Statutes, Chapter 136F;

NOW, THEREFORE, it is agreed:

1. DUTIES OF SCHOOL DISTRICT. The SCHOOL DISTRICT agrees to provide the following:
 - a. Perform all duties as required by the Postsecondary Enrollment Options Act (M.S. 124D.09) (<https://www.revisor.mn.gov/statutes/cite/124D.09>) and Minnesota State Board Policy 3.5 (<https://www.minnstate.edu/board/policy/305.html>) and System Procedure 3.5.1 (<https://www.minnstate.edu/board/procedure/305p1.html>)
2. DUTIES OF COLLEGE/UNIVERSITY. COLLEGE/UNIVERSITY agrees to provide the following:
 - a. Perform all duties as required by the Postsecondary Enrollment Options Act (M.S. 124D.09) (<https://www.revisor.mn.gov/statutes/cite/124D.09>) and Minnesota State Board Policy 3.5 (<https://www.minnstate.edu/board/policy/305.html>) and System Procedure 3.5.1 (<https://www.minnstate.edu/board/procedure/305p1.html>)
3. DUTIES OF COLLEGE/UNIVERSITY and SCHOOL DISTRICT. Both the SCHOOL DISTRICT and the COLLEGE/UNIVERSITY agree to:
 - a. Perform all duties as required by the Postsecondary Enrollment Options Act (M.S. 124D.09) (<https://www.revisor.mn.gov/statutes/cite/124D.09>) and Minnesota State Board Policy 3.5 (<https://www.minnstate.edu/board/policy/305.html>) and System Procedure 3.5.1

<https://www.minnstate.edu/board/procedure/305p1.html>); and all other duties as stipulated in Attachment A.

4. CONSIDERATION AND TERMS OF PAYMENT.

- a. Consideration for all services performed by the COLLEGE/UNIVERSITY pursuant to this contract shall be paid by the SCHOOL DISTRICT as follows:
 - i. The SCHOOL DISTRICT will be invoiced by the COLLEGE/UNIVERSITY at the respective academic year rate for tuition, fees, and textbooks per credit hour per student as follows.
 - 1. Fall Semester Tuition shall be billed at the rate of \$195.85 per credit, which includes a \$.35 per credit association fee.
 - 2. Spring Semester Tuition shall be billed at the rate of \$200.82 per credit, which includes a \$.35 per credit association fee.
 - 3. Books, supplies, uniform fees, and other required items shall be billed at the normal college rates. In addition, all other established course charges shall be the responsibility of the SCHOOL DISTRICT. Tools will not be billed as part of this contract.
 - 4. Other non-required costs related to course specific software and tools are the responsibility of the student.
 - 5. The SCHOOL DISTRICT will ensure that any student taking courses that require a laptop computer will have adequate computing resources provided to them by the SCHOOL DISTRICT or through their own resources to meet the course requirement.
 - 6. Expenses associated with providing disability accommodations are not reflected in the above costs. The cost of providing these accommodations will be handled on a student-by- student basis via a separate agreement.
 - 7. Students may not register for a number of credits that would cause an overload status.

5. Terms of Payment. Payments shall be made by the SCHOOL DISTRICT as follows:

- a. Invoices will be sent by the COLLEGE/UNIVERSITY to the SCHOOL DISTRICT after the 15th day of the fall and spring semester start.
- b. Payments to the COLLEGE/UNIVERSITY by the SCHOOL DISTRICT for the tuition/fees/textbooks charge for each semester will be made within thirty (30) days of the SCHOOL DISTRICT receiving the invoice.

6. TERM OF CONTRACT. This contract shall be effective on July 1, 2020, or upon the date that the final required signature is obtained by the COLLEGE/UNIVERSITY, whichever occurs later, and shall remain in effect until June 30, 2021, or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first. The COLLEGE/UNIVERSITY understands that NO work should begin under this contract until ALL required signatures have been obtained, and the

COLLEGE/UNIVERSITY is notified to begin work by the SCHOOL DISTRICT's Authorized Representative.

This agreement is effective for the 2020-2021 Academic Year.

7. CANCELLATION. This contract may be canceled by the COLLEGE/UNIVERSITY or the SCHOOL DISTRICT at any time, with or without cause, upon thirty (30) days' written notice to the other party. Termination by the SCHOOL DISTRICT shall not become effective with respect to students then participating in the program. In the event of such a cancellation, the COLLEGE/UNIVERSITY shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.

8. AUTHORIZED REPRESENTATIVES.

a. COLLEGE/UNIVERSITY'S AUTHORIZED REPRESENTATIVE. The COLLEGE'S Authorized Representative for the purposes of administration of this contract is:

Name and title: _____ or his/her successor

Address:

Telephone:

E-Mail:

b. SCHOOL DISTRICT'S AUTHORIZED REPRESENTATIVE. The SCHOOL DISTRICT'S Authorized Representative for the purposes of administration of this contract is:

Name and title: Dr. Jon Ellerbusch, Superintendent or his/her successor

Address: 302 3rd Street South, Barnesville, MN 56514

Telephone: (320) 360-9192

E-Mail: jellerbusch@barnesville.k12.mn.us

The SCHOOL DISTRICT'S Authorized Representative shall have final authority for acceptance of the COLLEGE/UNIVERSITY services and, if such services are accepted as satisfactory, shall so certify on each invoice submitted pursuant to Clause 5, paragraph b.

9. ASSIGNMENT. The SCHOOL DISTRICT shall neither assign nor transfer any rights or obligations under this contract without the prior written consent of the COLLEGE/UNIVERSITY.

10. LIABILITY. Each party will be responsible for its own acts and behavior and the results thereof. The COLLEGE/UNIVERSITY and the SCHOOL DISTRICT's liability is governed by the Minnesota Tort Claims, Act, Minn. Stat. § 3.736, and other applicable laws.

11. AMERICANS WITH DISABILITIES ACT COMPLIANCE (hereinafter "ADA"). The SCHOOL DISTRICT is responsible for complying with the ADA Act, 42 U. S. C. 12101, et seq. and regulations promulgated pursuant to it for educational services it provides to its students. The COLLEGE/UNIVERSITY will inform students of support services available at COLLEGE/UNIVERSITY but IS NOT responsible for issues or challenges related to compliance with the ADA beyond its own routine use of facilities, services, or other areas covered by the ADA.
12. AMENDMENTS. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract or their successors in office.
13. GOVERNMENT DATA PRACTICES ACT. Both parties must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by either party in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by either party in accordance with this contract. The civil remedies of Minnesota Statutes Section 13.08 apply to the release of the data referred to in this Article by either the SCHOOL DISTRICT or the COLLEGE/UNIVERSITY. In the event either party receives a request to release the data referred to in this Article, the receiving party must immediately notify the other and receive instructions from the other party concerning the release of the data to the requesting party before the data is released.
14. JURISDICTION AND VENUE. This contract shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or the breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.
15. AUDITS. The books, records, documents, and accounting procedures and practices of either party relevant to this contract shall be subject to examination by the contracting department and the Legislative Auditor for the COLLEGE/UNIVERSITY and the State Auditor for the SCHOOL DISTRICT.
16. FORCE MAJEURE. No party to this Contract shall be responsible for any delays or failure to perform any obligation under this Contract due to acts of God, strikes or other disturbances, including, without limitation, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of such party. During an event of force majeure the parties' duty to perform obligations shall be suspended.
17. OTHER PROVISIONS. (Attach additional page(s) if necessary): The student must complete and submit the POST-SECONDARY ENROLLMENT OPTIONS PROGRAM FORM with the assistance of the appropriate high school staff to the Admissions Office at the appropriate MSCTC Campus.

The remainder of this page intentionally left blank.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. SCHOOL DISTRICT:

School District certifies that the appropriate person(s) have executed the contract on behalf of the School District as required by applicable articles, by-laws, resolutions, or ordinances.

By (authorized signature)
Title Board Chairperson
Name Dion Bredman
Date August 17, 2020

**2. MINNESOTA STATE COLLEGES AND UNIVERSITIES
MINNESOTA STATE COMMUNITY AND TECHNICAL COLLEGE**

By (authorized college/university initiating agreement)
Title
Name
Date

3. MINNESOTA STATE COLLEGES AND UNIVERSITIES

AS TO FORM AND EXECUTION:

By (authorized college/university initiating agreement)
Title
Name
Date

E. Junior High Athletics

F. Pay for Fall Coaches

G. Resolution Relating to the Election of School Board Member (1) and Calling the School District 274 Special Election for November 3, 2020.

Those in favor: Marla Field, Ryan Lindbom, Dion Bredman, Dave Herbranson, Jacob Thompson.

Abstained from Voting Leslie Shirek

**RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS
AND CALLING THE SCHOOL DISTRICT SPECIAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 146, State of Minnesota as follows:

(a) 1. It is necessary for the school district to hold a special election for the purpose of electing 1 school board member for term of one (1) years each.

(b) The clerk shall include on the ballot the names of the individuals who file or have filed affidavits of candidacy during the period established for filing such affidavits, as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. The special election is hereby called and directed to be held on Tuesday, the 3 day of November, 2020, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

3. Odd Year: Pursuant to Minnesota Statutes, Section 205A.11, the school district combined polling places and the precincts served by those polling places, as previously established and designated by school board resolution for school district elections not held on the day of a statewide election, are hereby designated for said general election.

4. The clerk is hereby authorized and directed to cause written notice of said special election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said special election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said special election and to cause two sample ballots to be posted in each polling place on Election Day. The sample ballot shall not be printed on the same

color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the school district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on Election Day.

5. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

6. The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system.

7. The ballot shall be in substantially the following form:

Special Election Ballot
Independent School District No. 146
Barnesville
November 3, 2020

**Special Election
for School Board Member to fill vacancy
term expiring January 4, 2022**

Instructions to Voters:

To vote, completely fill in the oval(s) next to your choice(s) like this: 

Vote for One*

	Leslie Shirek
	Name
	_____

Write in, if any

***When more than one vacancy exists in an office elected at large, voters must be instructed to vote for up to the number of vacancies to be filled.**

8. The school district clerk shall make all Campaign Financial Reports required to be filed with the school district under Minnesota Statutes, Section 211A.02, available on the school district's website. The clerk must post the report on the school district's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The school district must make a report available on the school district's website for four years from the date the report was posted to the website. The clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

- H. Annual Evaluation of Superintendent
- 13. Discussion/Information
- 14. Enrollment Update
- 15. Dates to Remember
 - A. Regular School Board Meeting
 - 1) Monday, September 21, 2020, 7:00 PM, Barnesville High School
- 16. Closing Meeting for Negotiation Strategies
- 17. Re-Open Meeting After Discussion on Negotiation Strategies
- 18. Adjournment