

**BRECKENRIDGE SCHOOL BOARD MEETING  
INDEPENDENT SCHOOL DISTRICT #846  
THURSDAY, NOVEMBER 17, 2022  
REGULAR MEETING - 4:00 PM  
ELEMENTARY CONFERENCE ROOM #233  
810 BEEDE AVENUE  
BRECKENRIDGE, MN 56520**

**AGENDA**

- 1. Call the Meeting to Order**
  - A. Pledge of Allegiance
  - B. School Happenings
- 2. Approval of Agenda**
- 3. Public Input**
- 4. Communications**
  - A. Elementary Principal 3
  - B. Ex-officio Student Representatives
  - C. High School Principal 4
  - D. Business Manager
  - E. Superintendent
  - F. Committee Reports
- 5. Approval of Consent Agenda**
  - A. Minutes 7
  - B. Financials 10
    1. Financial Report & Bills
    2. Contingent Account 39
  - C. Hires
    1. Raymond Pearson, Part-Time Custodian
    2. Austin Ramos, Junior High Boys Basketball Coach
  - D. Resignations
    1. Erin Palmer, Special Education Teacher
    2. Darcie Cribb, Special Education Para-Educator
    3. Dee Nelson, Summer Youth Enrichment Director
    4. Betty Pawlak, Transportation Shuttle
    5. Darcie Cribb, Juinor High Track Coach
  - E. Extra Curricular Contracts 40
  - F. Enrollment 41
- 6. Old Business**
  - A. Final Reading Of Policies 416, 418 45

<b>7. New Business</b>	
A. Resolution Accepting Donations	77
B. Seniority List	
C. MSEA Contract	78
D. MSHSL Foundation Resolution	79
E. World's Best Workforce	80
F. Canvas General Election Results	98
G. Certificates Of Election	99
H. 2023 Board Meeting Schedule	100
<b>8. Adjournment</b>	

# Breckenridge Elementary School

## Breckenridge Pride...Inspiring to Excel



### Elementary Board Report November 2022

**#1 BOARD VALUE:** To provide a world-class education for Breckenridge students.

**#2 BOARD VALUE:** The board values the need for individualized learning and will prioritize our resources to support student achievement through active and engaging learning.

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#### **Celebrations and Thank Yous:**

- Chelsey's David's work on the NA Plan and AIPAC mtg.
- Mrs. Kramer for putting together the Fall Carnival

#### **P-T Conferences:**

- Thursday, Nov. 10 and Monday, Nov. 14
  - Maxine Lammers - Book Fair

#### **Educator Excellence:**

- **Observations:**
  - Round 1 in progress
- **Student Surveys & Reflections**
  - Pivot as needed based on feedback from students

#### **Safety Team:**

- Updates to Crisis Go
- Learning from drills & reviewing expectations

#### **Nov. 7 Workshop Day:**

- Tom Cody - many positive reports and paras appreciated being invited to join for the afternoon.
  - "Frame"
    - How we SEE something includes how we FEEL.
    - How we Feel influences what we DO.
    - What we DO influences what we GET.
    - What we GET reinforces how we SEE.
- Teacher in the a.m. prepared for conferences

#### **Collaborative Problem Solving:**

- Kelly, Rikki and I have been participating in 4 days of virtual training
  - Step 1: Determine Challenging Behaviors
  - Step 2: Problems to be Solved
  - Step 3: Thinking Skills...What "lagging" thinking skills do they need to be successful?

**Breckenridge High School  
School Board Report  
Thurs. Nov. 17, 2022  
Principal: Craig J. Peterson  
4:00pm**

**High School Goal #1: Data**  
**High School Goal #2: Literacy: Written Communication**  
**High School Goal #3: Equity and opportunities**

**Celebrations:**

-

**2022-2023 Board Values and Objectives:**

#1 Board Value: To provide a world-class education for Breckenridge students

-

#2 Board Value: The board values the need for individualized learning and will prioritize our resources to support student achievement through active and engaging learning

-

**Breckenridge CORE Values:**

Empathy, Integrity, Respect, Responsibility

**Old Business**

**1. Profile of a Learner:** <https://sites.google.com/isd846.org/breck-grad/home>

\*\*\*\***MASSP SILVER STAR AWARD!!** Present at Summer MASSP conference; \$100

-This is the same award we received in 2018-2019 for our "Student Showcase Night"

1. Inspired

2. Impassioned

3. Empowered

4. Engaged

\*\*\**Thurs. Nov. 10: HS staff defined all 4 areas, Laid out Project ideas for students and worked on how to engage students*

\*\*\***December... STUDENTS will do this process**

\*\*We are also go to look at surveying parents/guardians (via google forms) on these 4 areas

**2. TOP 20 and Collective Problem Solving (CPS) trainings**

\*\*\*UPDATE: -Top 20: Tom Cody presented to our staff on Mon. Nov. 7

\*\*\*UPDATE-Collective Problem Solving (CPS): Training for staff and counselors

### **New Business:**

#### **1.END of 1st quarter was Fri. Nov. 7**

- ALL grades were DUE by Wed. Nov. 9
- Block class vs. Skinny (qtr class)

#### **2.2022-2023 2nd semester Schedule**

- Mrs. Quast and I are working on “re-assessing” or 2nd semester classes

#### **3. Flexible Learning Day Plan**

**FLD board revised 5/18/22**

#### **4.WE CARE and Vaping**

<https://mn.mylifemyquit.org/index>

### **Curriculum:**

- \*\*\*Review: 1.College in the HS courses: Southwest State and MN-State and NDSCS
- 2.MN Standards and PLCs
- Working on new Curriculum offerings and MN standards
- Making sure we are set and teaching MN Standards in our classrooms
- Starting 1st Formal Observations (End of Sept/Early Oct.)

### **Activities and Facilities:**

- 1.Welding and Wood Shop: Selling Items for Auction (Mr. McCall doing a fabulous job)
- 2.Technology and Infrastructure
- \*\*\*UPDATE: Week of Nov. 21-Nov. 25 3.Gym Floor (Scratches): Gym floor got scratched during the Homecoming activity.

### **November UPDATES:**

- 1.Enrollment #'s: November, 2022
- Gr. 7: 51
- Gr.8: 53
- Gr. 9: 67
- Gr. 10: 56
- Gr. 11: 55
- Gr. 12: 70
- Total: 352 (+12 students) from last May.. +20 from last month (Oct)
- Valley Lake: 5

### **November Presentations:**

#### **1.Discipline Data (1st Quarter)**

–See HANDOUT

### **Future Projects:**

- 1.CNA certificate:
- 2.CDL license

**Announcements/Calendar of Events**

-Wed. Nov. 16: EARLY-OUT @ 1:30pm

-Fri. Nov. 18: Soul Shop (Suicide Prevention)

-Wed. Nov. 23-Fri. Nov. 25: Thanksgiving BREAK

-Tues. Dec. 13: Native American Troupe Dance (UMM)

-Wed. Dec. 14: EARLY OUT

**The Regular Meeting of the Board of Education, Independent School District No. 846, Breckenridge, Minnesota met Wednesday, October 19, at 4:00PM in the Elementary School, conference room #233.**

UNOFFICIAL MINUTES UNTIL APPROVED AT THE NEXT BOARD MEETING.

**Members Present:** Ernst, Hasbargen, Johnson, Mikkelson, Neppl, and Superintendent Sullivan

**Members Absent:** Arnhalt, Roberts

Chairperson Johnson called the regular meeting to order at 4:00PM with the Pledge of Allegiance recited.

Superintendent Sullivan recognized:

- Carter “Big Base Superstar” Kava was recognized as a Daily News Athlete of the Week for scoring “too many homeruns to count” at his birthday party this fall.
- Abby Johnson beat the Cowgirl Volleyball Kill record with 1,023 Kills.

**Motion** by Mikkelson, seconded by Hasbargen to approve the agenda as presented. 5-0

**COMMUNICATIONS:**

Elementary Principal – Corinna Erickson

- ◇Thank you to FF OT Staff for the updates to the Brain Break/Sensory room and providing training to staff◇Teachers are choosing which PLC’s they want to focus on, going great◇Kindergarten had a lesson on dog safety in preparation for our support dog◇

Ex-Officio Student Representatives-Josie Johnson & Spencer Boesen

- ◇Recognized the Cowgirl Volleyball team as HOL Conf. Champs and Addie Twidwell for breaking the Blocks Per Match Record◇Band is selling Chocolate for trip accounts◇Prom Committee is selling pizzas and raffle tickets◇Cap and Gown orders were due for Seniors◇

High School Principal – Craig Peterson

- ◇College Application Month◇Reviewing Politics Policies with upcoming Elections◇Chain of Responsibility◇Busy weeks ahead between athletics, activities, and events

Director of Finance and Operations – Neil Kusler

- ◇Auditors on site week of Oct. 10th, onsite only 2 days◇Received \$70,000 from ECF Funding for reimbursement for ChromeBooks

Superintendent – Kristie Sullivan

- ◇Thanked the Admin Team for their work coordinating PLC’s◇Welcomed Spencer Boeson◇Custodial position open

Portrait Of A Learner – Craig Peterson & BHS Students

- ◇McKenna Roberts and Sierra Stillwell, both juniors, presented their Portrait of a Learner sites◇Both students shared the value of their portfolios and how they will benefit their futures◇

Technology Report – Tom Thielen

- ◇Tom presented the State of the Technology Department, in his report he presented on what is going well, what will need attention in the near future, and what is the district’s 5 year plan.

Committee Reports

◊Negotiations Minutes

**CONSENT AGENDA:**

**Motion** by Mikkelson, seconded by Ernst to approve the consent agenda. 5-0

Previous month's minutes – September 21, 2022

Financial reports as presented including:

Checks #126563 - #126706 in the amount of \$246,862.00

Wire disbursements of \$131,333.43 (9/16/22 through 10/19/22)

Hires: Wendy Bommersbach, P/T Head Cook, Daniel Peterson, Type 3 Driver, Grace Brandt, Speech Coach, Sierra Hansey, Jr. High Volleyball Practice Coach

Resignations: Trenton Anderson, Custodian

Reviewed enrollment numbers – 663 / K-12-605; Preschool-58

**OLD BUSINESS:**

Second Reading of Policies 416, 418

Policy 416: Drug and Alcohol Testing

Policy 418: Drug-Free Workplace/Drug-Free School

**NEW BUSINESS:**

**Motion** by Neppel to adopt the RESOLUTION ACCEPTING DONATIONS for the following:

*September donations received:* \$400.00

West Central Initiative \$400.00 Kindergarten Flexible Seating Project

Mikkelson seconded the motion. 5-0 (resolution on file)

**Motion** by Hasbargen, seconded by Neppel to authorize Courtney Diestler as a bank signer for the contingent account at Bank of the West and removal of Justine Bruan, Gail Korth, and Cathy Affield 5-0

**Motion** by Ernst, seconded by Mikkelson to approve Memorandum of Understanding between the Breckenridge School District and The American Federation of State, County and Municipal Employees Council to correct the 2021-2022 "B" B22 Salary Schedule. 5-0 (copy on file)

**Motion** by Hasbargen, seconded by Neppel to approve Memorandum of Understanding between the Breckenridge School District and The American Federation of State, County and Municipal Employees Council to remove the longevity stipend from the 2022-2025 Custodial Agreement. 5-0 (copy on file)

**Motion** by Neppel, seconded by Ernst to to accept the high bids for the sale of 4 drill presses, 2 stick welders, 2 jointers, a radial arm saw, spot welder, and a bench grinder. Total of accepted bids \$2732.50 5-0 (copy on file)

**Motion** by Mikkelson, seconded by Neppel to approve The agreement with the Campbell/Tintah School District for English Language Learner (ELL) consultation services is enclosed. The agreement is for one day (4.64 hours) per week at a rate of \$332 per day for an estimated 17 days for the 2022/2023 school year. 5-0

**Motion** by Mikkelson, seconded by Ernst to authorize paying **ACT** test fees annually for Juniors interested in taking the **ACT** test in the spring. 5-0

**Motion** by Hasbargen, seconded by Neppi to accept the amended and restated Joint Powers Agreement with the Fergus Falls Area Special Education Cooperative School District #935 5-0 (copy on file)

Superintendent Sullivan gave an update on the Veteran's Day Program planning. The Veteran's Day Program is scheduled for Friday, November 11th at 9:00AM in the Breckenridge High School Gym.

**Motion** by Hasbargen, seconded by Mikkelson to schedule the November Board Meeting for Thursday, November 17th at 4:00PM in the Elementary Board Room #233. 5-0

**Motion** by Mikkelson, seconded by Ernst to approve that election results will be canvassed during our November Board Meeting on Thursday, November 17th at 4:00PM. By law results need to be canvassed between November 11th and November 18th. 5-0

**Motion** by Mikkelson, seconded by Ernst to adjourn at 5:18PM. 5-0

Next regular meeting date Thursday, November 17th 2022 at 4:00PM

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Chair

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Clerk

**Reconciliation of Ledger Balances with Bank Statement  
Independent School District NO. 846  
Breckenridge, Minnesota**

Date of Report: November 1, 2022

For the Month of October 2022

**General Ledger Balances**

FUNDS	Balance Beg. of Month	Debits	Credits	Balance End of Month
General Fund	\$166,562.62	1,177,229.49	993,514.17	\$350,277.94
Food Service	167,844.54	17,744.77	61,614.11	\$123,975.20
Comm. Serv.	118,781.57	71,719.10	23,722.27	\$166,778.40
Cap. Exp.	(22,000.41)	7,932.50	38,110.39	(\$52,178.30)
Debt. Redemption	318,628.57	246,874.86	0.00	\$565,503.43
Trust Fund	3,706.73	0.00	1,000.00	\$2,706.73
Student Activities	58,279.45	7,715.40	7,108.64	\$58,886.21
TOTALS:	\$811,803.07	\$1,529,216.12	\$1,125,069.58	\$1,215,949.61

**Bank Balances**

Description	Balance Per Bank	Outstanding Checks and Wires	Deposits in Transit	Balance
Bremer	\$1,243,004.92	35,505.31	0.00	\$1,207,499.61
The "Barn" Cash Box				50.00
Bank of the West (Contingent)				8,000.00
Petty Cash				400.00
TOTALS:				\$1,215,949.61

**Investments**

Minn. School District Liquid Asset Fund	2.8900%	\$ 1,291.33	
Minn. School District "MAX" Fund	2.9900%	\$2,288,146.83	
Bremer Money Market	1.0000%	\$103,667.49	
TOTALS:		\$ 2,393,105.65	
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TOTAL CASH AND INVESTMENTS:		\$3,609,055.26	=====

**Breckenridge Public School**  
**Receipts for the Month of October 2022**

Control #	Bank	Receipt #	Date	Received From	Amount	Description	Fund
8953	FAB	15589	10/3/2022	HS GENERAL FUND RECEIPTS	10.00	Tablet Protection Plan Fee	General
8953	FAB	15589	10/3/2022	HS GENERAL FUND RECEIPTS	700.00	Concession Sales	General
8953	FAB	15589	10/3/2022	HS GENERAL FUND RECEIPTS	1,010.00	Football Gate Receipts	General
8953	FAB	15589	10/3/2022	HS GENERAL FUND RECEIPTS	300.00	Yearbook Ads	General
8953	FAB	15589	10/3/2022	HS GENERAL FUND RECEIPTS	125.00	Student Lunch Sales	Food Service
8953	FAB	15589	10/3/2022	HS GENERAL FUND RECEIPTS	120.00	Boys Golf Revenue	Student Activities
<b>8953 Total</b>					2,265.00		
8954	FAB	15590	10/4/2022	Misc	110.82	ACH REJECTION	General
<b>8954 Total</b>					110.82		
8955	FAB	15591	10/5/2022	CREDIT CARD DEPOSIT	87.00	THE BARN SALES	Student Activities
8955	FAB	15592	10/5/2022	CREDIT CARD DEPOSIT	-3.35	CREDIT CARD FEES	Student Activities
<b>8955 Total</b>					83.65		
8956	FAB	15593	10/5/2022	HS GENERAL FUND RECEIPTS	661.00	Concession Sales	General
8956	FAB	15593	10/5/2022	HS GENERAL FUND RECEIPTS	458.75	Volleyball Gate Receipts	General
8956	FAB	15593	10/5/2022	HS GENERAL FUND RECEIPTS	445.00	Student Lunch Sales	Food Service
8956	FAB	15593	10/5/2022	HS GENERAL FUND RECEIPTS	775.00	HS Band Revenue	Student Activities
<b>8956 Total</b>					2,339.75		
8957	FAB	15594	10/6/2022	WRESTLING BOOSTERS	5,150.00	1/2 COST OF MATS	Capital Outlay
8957	FAB	15595	10/6/2022	Life Insurance Payment	6.00	Life & Disability Payable	General
8957	FAB	15595	10/6/2022	Health Insurance Payment	495.68	Group Health Payable	General
8957	FAB	15596	10/6/2022	CITY OF BRECKENRIDGE	25,000.00	City of Breckenridge	Community Service
8957	FAB	15597	10/6/2022	WEST CENTRAL INITIATIVE FUND	50.00	CHROMECAST	Capital Outlay
8957	FAB	15598	10/6/2022	Misc	300.00	403(B) REFUND	General
<b>8957 Total</b>					31,001.68		
8958	FAB	15599	10/6/2022	AMAZON	18.27	PO 13383 - HANDBOOK	General
<b>8958 Total</b>					18.27		
8959	FAB	15600	10/7/2022	HS GENERAL FUND RECEIPTS	725.00	Concession Sales	General
8959	FAB	15600	10/7/2022	HS GENERAL FUND RECEIPTS	642.00	Volleyball Gate Receipts	General
<b>8959 Total</b>					1,367.00		
8960	LAF	15601	10/13/2022	STATE OF MINNESOTA	239.66	Breakfast Program	Food Service
<b>8960 Total</b>					239.66		
8961	FAB	15602	10/14/2022	ELEM GENERAL FUND DEPOSITS	45.00	BAND RENTAL	General
8961	FAB	15602	10/14/2022	ELEM GENERAL FUND DEPOSITS	31.15	Sale of Materials	General
8961	FAB	15602	10/14/2022	ELEM GENERAL FUND DEPOSITS	11 22.00	YEARBOOKS	General
8961	FAB	15602	10/14/2022	ELEM GENERAL FUND DEPOSITS	766.25	SCHOOL READINESS	Community Service
8961	FAB	15602	10/14/2022	ELEM GENERAL FUND DEPOSITS	1,855.30	Student Lunch Sales	Food Service

**Breckenridge Public School**  
**Receipts for the Month of October 2022**

<b>8961 Total</b>					2,719.70			
8962	FAB	15603	10/14/2022	HS GENERAL FUND RECEIPTS	1,594.00	Concession Sales	General	
8962	FAB	15603	10/14/2022	HS GENERAL FUND RECEIPTS	1,114.00	Volleyball Gate Receipts	General	
8962	FAB	15603	10/14/2022	HS GENERAL FUND RECEIPTS	75.00	USER FEES	General	
8962	FAB	15603	10/14/2022	HS GENERAL FUND RECEIPTS	1,150.00	Yearbook Ads	General	
8962	FAB	15603	10/14/2022	HS GENERAL FUND RECEIPTS	190.00	Student Lunch Sales	Food Service	
8962	FAB	15603	10/14/2022	HS GENERAL FUND RECEIPTS	3,706.00	HS Band Revenue	Student Activities	
<b>8962 Total</b>					7,829.00			
8963	MAX	15604	10/14/2022	STATE OF MINNESOTA	140,721.30	2023 GEN ED AID	General	
8963	MAX	15604	10/14/2022	STATE OF MINNESOTA	32,967.20	2023 SHARED TIME	General	
<b>8963 Total</b>					173,688.50			
8964	FAB	15605	10/14/2022	MSDMAX	240,000.00	Minn. Sch. District "max" Fund	General	
<b>8964 Total</b>					240,000.00			
8965	FAB	15606	10/19/2022	BRECKENRIDGE LUTHERAN CHURCH	326.25		General	
8965	FAB	15607	10/19/2022	Misc	35.00	ANGEL FUND-MEMORY OF TIM BOGEN	Food Service	
8965	FAB	15608	10/19/2022	AMERICAN LEGION	1,288.32		General	
8965	FAB	15609	10/19/2022	Misc	300.00	403(B) REFUND	General	
8965	FAB	15610	10/19/2022	WEST CENTRAL INITIATIVE FUND	40.00	CASE OF POTATO CHIPS	Food Service	
8965	FAB	15611	10/19/2022	RAM MUTUAL INSURANCE	773.00	Worker's Comp - Refund	General	
8965	FAB	15612	10/19/2022	FARMERS UNION OIL OF SV	10.43	PATRON REFUND	General	
8965	FAB	15613	10/19/2022	ISD 544 - FERGUS FALLS SCHOOL	5,759.86		General	
8965	FAB	15614	10/19/2022	LAKES COUNTRY SERVICE COOP	348.62		General	
8965	FAB	15615	10/19/2022	Misc	244.40	ROTOR AND CALIPER	General	
<b>8965 Total</b>					9,125.88			
8966	FAB	15616	10/20/2022	MSDMAX	250,000.00	Minn. Sch. District "max" Fund	General	
<b>8966 Total</b>					250,000.00			
8967	FAB	15617	10/24/2022	HS GENERAL FUND RECEIPTS	724.05	Concession Sales	General	
8967	FAB	15617	10/24/2022	HS GENERAL FUND RECEIPTS	1,142.00	Football Gate Receipts	General	
8967	FAB	15617	10/24/2022	HS GENERAL FUND RECEIPTS	650.00	Yearbook Ads	General	
8967	FAB	15617	10/24/2022	HS GENERAL FUND RECEIPTS	250.00	Student Lunch Sales	Food Service	
8967	FAB	15617	10/24/2022	HS GENERAL FUND RECEIPTS	770.00	HS Band Revenue	Student Activities	
<b>8967 Total</b>					3,536.05			
8968	FAB	15618	10/25/2022	OTTERTAIL COUNTY	1.20	County Apportionment	General	
8968	FAB	15618	10/25/2022	OTTERTAIL COUNTY	36.77	Current Taxes Receivable	Debt Service	
8968	FAB	15618	10/25/2022	OTTERTAIL COUNTY	12	3.84	Current Taxes Receivable	Community Service
8968	FAB	15618	10/25/2022	OTTERTAIL COUNTY		162.32	Current Taxes Receivable	General
<b>8968 Total</b>					204.13			

**Breckenridge Public School**  
**Receipts for the Month of October 2022**

8969	MAX	15619	10/28/2022	STATE OF MINNESOTA	173,466.02	2022 GEN ED AID	General	
8969	MAX	15619	10/28/2022	STATE OF MINNESOTA	7,885.81	2022 SPECIAL ED AID	General	
8969	MAX	15619	10/28/2022	STATE OF MINNESOTA	390.02	2022 LT FAC MAINT	Debt Service	
8969	MAX	15619	10/28/2022	STATE OF MINNESOTA	54.78	2022 ABATEMENT AID	General	
8969	MAX	15619	10/28/2022	STATE OF MINNESOTA	2.29	2022 ABATEMENT AID	Community Service	
8969	MAX	15619	10/28/2022	STATE OF MINNESOTA	21,103.09	2023 GEN ED AID	General	
8969	MAX	15619	10/28/2022	STATE OF MINNESOTA	1,023.83	2023 AG HMSTD CREDIT	Debt Service	
8969	MAX	15619	10/28/2022	STATE OF MINNESOTA	43,655.41	2023 SCHOOL BUILDING BOND	Debt Service	
8969	MAX	15619	10/28/2022	STATE OF MINNESOTA	1,647.11	2023 DISPARITY RED AID	Debt Service	
8969	MAX	15619	10/28/2022	STATE OF MINNESOTA	8,579.89	2023 LT FAC MAINT	Debt Service	
<b>8969 Total</b>					257,808.25			
8971	FAB	15621	10/28/2022	HS GENERAL FUND RECEIPTS	901.06	Concession Sales	General	
8971	FAB	15621	10/28/2022	HS GENERAL FUND RECEIPTS	3,250.00	VB 10/26/2022	General	
8971	FAB	15621	10/28/2022	HS GENERAL FUND RECEIPTS	635.00	Student Lunch Sales	Food Service	
8971	FAB	15621	10/28/2022	HS GENERAL FUND RECEIPTS	2,110.75	HS Band Revenue	Student Activities	
<b>8971 Total</b>					6,896.81			
8972	FAB	15622	10/28/2022	COMMUNITY EDUCATION	180.00	CE CLASSES	Community Service	
8972	FAB	15622	10/28/2022	COMMUNITY EDUCATION	694.75	SACC	Community Service	
8972	FAB	15622	10/28/2022	COMMUNITY EDUCATION	945.00	BASKETBALL	Community Service	
<b>8972 Total</b>					1,819.75			
8973	FAB	15623	10/31/2022	MSDMAX	56,895.38	Minn. Sch. District "max" Fund	General	
8973	FAB	15623	10/31/2022	MSDMAX	25,262.30	Minn. Sch. District "max" Fund	Community Service	
8973	FAB	15623	10/31/2022	MSDMAX	2.29	Minn. Sch. District "max" Fund	Community Service	
8973	FAB	15623	10/31/2022	MSDMAX	112,543.77	Minn. Sch. District "MAX" Fund	Debt Service	
8973	FAB	15623	10/31/2022	MSDMAX	55,296.26	Minn. Sch. District "MAX" Fund	Debt Service	
<b>8973 Total</b>					250,000.00			
8974	FAB	15624	10/31/2022	WILKIN COUNTY	4,695.91	County Apportionment	General	
8974	FAB	15624	10/31/2022	WILKIN COUNTY	1,405.48	PUBLIC SHOOTING	General	
8974	FAB	15624	10/31/2022	WILKIN COUNTY	312.84	US FISH AND WILDLIFE	General	
8974	FAB	15624	10/31/2022	WILKIN COUNTY	78,943.03	Current Taxes Receivable	Debt Service	
8974	FAB	15624	10/31/2022	WILKIN COUNTY	14,353.17	Current Taxes Receivable	Community Service	
8974	FAB	15624	10/31/2022	WILKIN COUNTY	55.03	Current Taxes Receivable	Debt Service	
8974	FAB	15624	10/31/2022	WILKIN COUNTY	300,934.89	Current Taxes Receivable	General	
<b>8974 Total</b>					400,700.35			
8975	FAB	15625	10/31/2022	Misc	13	1,342.00	Sale of Equipment	Capital Outlay
8975	FAB	15626	10/31/2022	Misc		536.00	Sale of Equipment	Capital Outlay
8975	FAB	15627	10/31/2022	Misc		854.50	Sale of Equipment	Capital Outlay

**Breckenridge Public School**  
**Receipts for the Month of October 2022**

8975	FAB	15628	10/31/2022	Life Insurance Payment	108.00	Life & Disability Payable	General
8975	FAB	15629	10/31/2022	Life Insurance Payment	6.00	Life & Disability Payable	General
8975	FAB	15629	10/31/2022	Health Insurance Payment	495.68	Group Health Payable	General
8975	FAB	15630	10/31/2022	BELL BANK	170.00	CUSTOM CARD DONATION	General
8975	FAB	15631	10/31/2022	ISD 544 - FERGUS FALLS SCHOOL	204.00	CAREER EXPO EXPENSES	General
8975	FAB	15632	10/31/2022	ISD 593	2,672.10		General
8975	FAB	15633	10/31/2022	Misc	15.00	BOOK REFUND	General
<b>8975 Total</b>					6,403.28		
8976	BREM	15634	10/31/2022	BREMER BANK	53.94	Interest Income	General
<b>8976 Total</b>					53.94		
8977	LAF	15635	10/31/2022	MSDMAX	3.14	Interest Income	General
<b>8977 Total</b>					3.14		
8978	MAX	15636	10/31/2022	MSDMAX	6,285.73	Interest Income	General
<b>8978 Total</b>					6,285.73		
8979	FAB	15637	10/31/2022	CREDIT CARD DEPOSIT	480.00	Tuition from Patron	Community Service
8979	FAB	15637	10/31/2022	CREDIT CARD DEPOSIT	3,488.50	Tuition from Patron	Community Service
8979	FAB	15637	10/31/2022	CREDIT CARD DEPOSIT	88.00	Tuition from Patron	Community Service
8979	FAB	15637	10/31/2022	CREDIT CARD DEPOSIT	455.00	Fees	Community Service
<b>8979 Total</b>					4,511.50		
8980	FAB	15638	10/31/2022	CREDIT CARD DEPOSIT	325.00	DRIVERS ED	General
8980	FAB	15638	10/31/2022	CREDIT CARD DEPOSIT	10.00	Art Fees	General
8980	FAB	15638	10/31/2022	CREDIT CARD DEPOSIT	425.00	USER FEES	General
8980	FAB	15638	10/31/2022	CREDIT CARD DEPOSIT	25.00	Activity Tickets	General
8980	FAB	15638	10/31/2022	CREDIT CARD DEPOSIT	13,612.47	Student Lunch Sales	Food Service
8980	FAB	15638	10/31/2022	CREDIT CARD DEPOSIT	25.00	SHOP CLASS FEE	General
8980	FAB	15638	10/31/2022	CREDIT CARD DEPOSIT	44.00	Yearbook Sales	General
<b>8980 Total</b>					14,466.47		
<b>Grand Total</b>					1,673,478.31		
<b>Fund Summary</b>							
General Fund					1,266,660.47		
Food Service Fund					17,427.43		
Community Service Fund					71,721.39		
Capital Fund					7,932.50		
Debt Service Fund					302,171.12		
Trust Fund					14 0.00		
Student Activities Fund					7,565.40		

## Breckenridge Public School

## Payment Register

Check #	Vendor #	Vendor Name	Date	Amount	Description	Fund
	39	MN DEPT OF REVENUE (EFT)	10/14/2022	6,177.84	MN State Withholding Payable	General
		<b>MN DEPT OF REVENUE (EFT) Total</b>		6,177.84		
	599	P.E.R.A.	10/14/2022	12,430.83	PERA Payable	General
		<b>P.E.R.A. Total</b>		12,430.83		
	600	TEACHERS RETIREMENT ASSN.	10/14/2022	23,280.47	TRA Payable	General
		<b>TEACHERS RETIREMENT ASSN. Total</b>		23,280.47		
	1052	AMERICAN FAM. LIFE ASSURANCE	10/14/2022	165.71	AFLAC Payable	General
		<b>AMERICAN FAM. LIFE ASSURANCE Total</b>		165.71		
	1233	EFTPS	10/14/2022	34,408.50	FICA Payable	General
	1233	EFTPS	10/14/2022	15,682.86	Federal Withholding Payable	General
		<b>EFTPS Total</b>		50,091.36		
	2251	FURTHER (FSA/ HSA)	10/14/2022	5,131.65	HSA Deductions	General
	2251	FURTHER (FSA/ HSA)	10/14/2022	114.66	HSA Deductions	General
		<b>FURTHER (FSA/ HSA) Total</b>		5,246.31		
	2277	EDUCATORS BENEFIT ACH	10/14/2022	1,170.95	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	10/14/2022	610.45	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	10/14/2022	300.00	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	10/14/2022	1,746.27	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	10/14/2022	635.66	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	10/14/2022	557.92	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	10/14/2022	3,381.55	Tax Shelter Payable	General
		<b>EDUCATORS BENEFIT ACH Total</b>		8,402.80		
	636	MINNESOTA UI FUND	10/17/2022	486.00	Reemployment Insur.	General
		<b>MINNESOTA UI FUND Total</b>		486.00		
	2251	FURTHER (FSA/ HSA)	10/19/2022	168.64	Flexible Benefits	General
		<b>FURTHER (FSA/ HSA) Total</b>		168.64		
	39	MN DEPT OF REVENUE (EFT)	10/31/2022	5,919.81	MN State Withholding Payable	General
		<b>MN DEPT OF REVENUE (EFT) Total</b>		5,919.81		
	599	P.E.R.A.	10/31/2022	12,114.38	PERA Payable	General
		<b>P.E.R.A. Total</b>		12,114.38		
	600	TEACHERS RETIREMENT ASSN.	10/31/2022	24,338.75	TRA Payable	General
		<b>TEACHERS RETIREMENT ASSN. Total</b>		24,338.75		
	1233	EFTPS	10/31/2022	36,236.56	FICA Payable	General
	1233	EFTPS	10/31/2022	15,245.20	Federal Withholding Payable	General
		<b>EFTPS Total</b>		51,481.76		

Breckenridge Public School

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2251	FURTHER (FSA/ HSA)	10/31/2022	6,939.34	HSA Deductions	General
	<b>FURTHER (FSA/ HSA) Total</b>		6,939.34		
2277	EDUCATORS BENEFIT ACH	10/31/2022	610.45	Tax Shelter Payable	General
2277	EDUCATORS BENEFIT ACH	10/31/2022	300.00	Tax Shelter Payable	General
2277	EDUCATORS BENEFIT ACH	10/31/2022	-610.45	Tax Shelter Payable	General
2277	EDUCATORS BENEFIT ACH	10/31/2022	1,170.95	Tax Shelter Payable	General
2277	EDUCATORS BENEFIT ACH	10/31/2022	610.45	Tax Shelter Payable	General
2277	EDUCATORS BENEFIT ACH	10/31/2022	1,812.52	Tax Shelter Payable	General
2277	EDUCATORS BENEFIT ACH	10/31/2022	635.66	Tax Shelter Payable	General
2277	EDUCATORS BENEFIT ACH	10/31/2022	557.92	Tax Shelter Payable	General
2277	EDUCATORS BENEFIT ACH	10/31/2022	6,864.43	Tax Shelter Payable	General
	<b>EDUCATORS BENEFIT ACH Total</b>		11,951.93		
3702	REVTRAK	10/31/2022	188.38	Credit Card/ Web Store Fees	Community Service
	<b>REVTRAK Total</b>		188.38		
3703	SCHOOLPAY	10/31/2022	281.25	Credit Card/ Web Store Fees	General
3703	SCHOOLPAY	10/31/2022	523.78	Credit Card/ Web Store Fees	Food Service
	<b>SCHOOLPAY Total</b>		805.03		
39	MN DEPT OF REVENUE (EFT)	11/1/2022	215.64	MN State Withholding Payable	General
	<b>MN DEPT OF REVENUE (EFT) Total</b>		215.64		
599	P.E.R.A.	11/1/2022	1,013.88	PERA Payable	General
	<b>P.E.R.A. Total</b>		1,013.88		
1233	EFTPS	11/1/2022	1,225.82	FICA Payable	General
1233	EFTPS	11/1/2022	582.03	Federal Withholding Payable	General
	<b>EFTPS Total</b>		1,807.85		
2251	FURTHER (FSA/ HSA)	11/1/2022	429.30	HSA Deductions	General
2251	FURTHER (FSA/ HSA)	11/2/2022	234.97	Flexible Benefits	General
	<b>FURTHER (FSA/ HSA) Total</b>		664.27		
3459	AMERITAS LIFE INSURANCE	11/2/2022	6.12	Vision Insurance	General
3459	AMERITAS LIFE INSURANCE	11/2/2022	298.84	Vision Insurance	General
	<b>AMERITAS LIFE INSURANCE Total</b>		304.96		
1719	ECONO FOODS	11/3/2022	17.91	Food	Food Service
	<b>ECONO FOODS Total</b>		17.91		
2167	CHANHASSEN DINNER THEATRES	11/3/2022	133.14	Community Ed Class Instructor/ Contracted Servic	Community Service
2167	CHANHASSEN DINNER THEATRES	16 11/3/2022	199.71	Community Ed Class Instructor/ Contracted Servic	Community Service
	<b>CHANHASSEN DINNER THEATRES Total</b>		332.85		

Breckenridge Public School

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2188	P-CARD, HARRIS BANK	11/3/2022	24.55	Consulting Fees	General
2188	P-CARD, HARRIS BANK	11/3/2022	325.00	General Supply	General
	<b>P-CARD, HARRIS BANK Total</b>		349.55		
3359	WALMART STORE	11/3/2022	78.24	Food	Community Service
3359	WALMART STORE	11/3/2022	38.74	Supply	General
3359	WALMART STORE	11/3/2022	11.04	General Supply	General
3359	WALMART STORE	11/3/2022	76.40	Supply	General
3359	WALMART STORE	11/3/2022	110.01	Food	Community Service
3359	WALMART STORE	11/3/2022	104.63	Supply	Community Service
3359	WALMART STORE	11/3/2022	144.88	Supply	General
	<b>WALMART STORE Total</b>		563.94		
1719	ECONO FOODS	11/3/2022	48.64	Food	Food Service
1719	ECONO FOODS	11/3/2022	20.61	Supply	General
1719	ECONO FOODS	11/3/2022	6.19	Food	Food Service
	<b>ECONO FOODS Total</b>		75.44		
2274	APPLE COMPUTER, INC.	11/3/2022	10.68	Letterclub Supplies	Student Activities
	<b>APPLE COMPUTER, INC. Total</b>		10.68		
3359	WALMART STORE	11/3/2022	2.24	Food	Food Service
	<b>WALMART STORE Total</b>		2.24		
2727	AMERICAN EXPRESS	11/3/2022	31.73	General Supply	General
2727	AMERICAN EXPRESS	11/3/2022	50.00	Supply	General
	<b>AMERICAN EXPRESS Total</b>		81.73		
193	GREAT PLAINS NATURAL GAS	11/10/2022	23.00	Heating Fuel	General
193	GREAT PLAINS NATURAL GAS	11/10/2022	35.04	Heating Fuel	General
193	GREAT PLAINS NATURAL GAS	11/10/2022	929.54	Heating Fuel	General
193	GREAT PLAINS NATURAL GAS	11/10/2022	277.97	Gas	General
193	GREAT PLAINS NATURAL GAS	11/10/2022	2,127.65	Heating Fuel	General
	<b>GREAT PLAINS NATURAL GAS Total</b>		3,393.20		
55	BRECKENRIDGE PUBLIC UTILITIES	11/10/2022	69.99	Electricity	General
55	BRECKENRIDGE PUBLIC UTILITIES	11/10/2022	56.33	Water-Sewer	General
55	BRECKENRIDGE PUBLIC UTILITIES	11/10/2022	25.00	Electricity	General
55	BRECKENRIDGE PUBLIC UTILITIES	11/10/2022	119.00	Water-Sewer	General
55	BRECKENRIDGE PUBLIC UTILITIES	11/10/2022	6,584.13	Electricity	General
55	BRECKENRIDGE PUBLIC UTILITIES	11/10/2022	1,700.80	Water-Sewer	General
55	BRECKENRIDGE PUBLIC UTILITIES	11/10/2022	6,254.32	Electricity	General
55	BRECKENRIDGE PUBLIC UTILITIES	11/10/2022	806.10	Water-Sewer	General
	<b>BRECKENRIDGE PUBLIC UTILITIES Total</b>		15,615.67		

Breckenridge Public School

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126710	2977	ASCHE, MARY	10/14/2022	135.00	Officials/ Contracted Services	General
		<b>ASCHE, MARY Total</b>		135.00		
126711	2825	CAMPBELL, TIM	10/14/2022	59.00	Officials/ Contracted Services	General
		<b>CAMPBELL, TIM Total</b>		59.00		
126712	3202	GRIPENTROG, TYLER WAYNE	10/14/2022	59.00	Officials/ Contracted Services	General
		<b>GRIPENTROG, TYLER WAYNE Total</b>		59.00		
126713	2968	HERDING, MARIAH	10/14/2022	111.50	Officials/ Contracted Services	General
		<b>HERDING, MARIAH Total</b>		111.50		
126714	3225	JEPSEN, WESLEY	10/14/2022	111.50	Officials/ Contracted Services	General
		<b>JEPSEN, WESLEY Total</b>		111.50		
126715	3722	KARAS, BLAKE	10/14/2022	135.00	Officials/ Contracted Services	General
		<b>KARAS, BLAKE Total</b>		135.00		
126716	2824	KING, ROY M.	10/14/2022	111.50	Officials/ Contracted Services	General
		<b>KING, ROY M. Total</b>		111.50		
126717	2967	MATERI, PEGGY	10/14/2022	60.00	Officials/ Contracted Services	General
126717	2967	MATERI, PEGGY	10/14/2022	60.00	Officials/ Contracted Services	General
126717	2967	MATERI, PEGGY	10/14/2022	60.00	Officials/ Contracted Services	General
		<b>MATERI, PEGGY Total</b>		180.00		
126718	3676	MUNEZERO, DESIRE	10/14/2022	70.00	Officials/ Contracted Services	General
		<b>MUNEZERO, DESIRE Total</b>		70.00		
126719	2818	PETERSON, RICHARD	10/14/2022	59.00	Officials/ Contracted Services	General
		<b>PETERSON, RICHARD Total</b>		59.00		
126720	3721	SOUTHERN MINNESOTA INSPECTION	10/14/2022	6,650.00	NFPA 286 Fire-Rated Wall Padding	Capital Outlay
		<b>SOUTHERN MINNESOTA INSPECTION Total</b>		6,650.00		
126721	3655	STORO, KYLIE	10/14/2022	60.00	Officials/ Contracted Services	General
		<b>STORO, KYLIE Total</b>		60.00		
126722	3715	SWENSON, LESTER	10/14/2022	70.00	Officials/ Contracted Services	General
		<b>SWENSON, LESTER Total</b>		70.00		
126723	3609	WULFEKUHLE, CASSIE	10/14/2022	111.50	Officials/ Contracted Services	General
		<b>WULFEKUHLE, CASSIE Total</b>		111.50		
126724	2821	EITER, TERRY J.	10/24/2022	115.00	Officials/ Contracted Services	General
		<b>EITER, TERRY J. Total</b>		115.00		
126725	3539	GUARDIAN	10/24/2022	262.95	Voluntary Life Insurance	General
126725	3539	GUARDIAN	10/24/2022	1,936.15	Dental Insurance	General
126725	3539	GUARDIAN	10/24/2022	1,081.82	Life & Disability Payable	General
		<b>GUARDIAN Total</b>		3,280.92		

Breckenridge Public School

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126726	2822	GULSETH, MARK	10/24/2022	115.00	Officials/ Contracted Services	General
		<b>GULSETH, MARK Total</b>		115.00		
126727	3347	JACOBSON, JAMES	10/24/2022	115.00	Officials/ Contracted Services	General
		<b>JACOBSON, JAMES Total</b>		115.00		
126728	2325	JOHN DEERE FINANCIAL	10/24/2022	403.91	Repair/Equipment	General
		<b>JOHN DEERE FINANCIAL Total</b>		403.91		
126729	3555	LYNGAAS, JACKSON	10/24/2022	165.00	Officials/ Contracted Services	General
		<b>LYNGAAS, JACKSON Total</b>		165.00		
126730	2871	MUSIC TRAVEL CONSULTANTS	10/24/2022	4,981.80	HS Band Supplies	Student Activities
		<b>MUSIC TRAVEL CONSULTANTS Total</b>		4,981.80		
126731	2980	SAVARY, DYLAN MARTIN	10/24/2022	115.00	Officials/ Contracted Services	General
		<b>SAVARY, DYLAN MARTIN Total</b>		115.00		
126732	604	AFSCME COUNCIL 65	10/28/2022	74.03	Custodial Dues Payable	General
		<b>AFSCME COUNCIL 65 Total</b>		74.03		
126733	603	BRECKENRIDGE ED LOCAL 1299	10/28/2022	2,372.88	Breck Federation of Teachers Payable	General
		<b>BRECKENRIDGE ED LOCAL 1299 Total</b>		2,372.88		
126734	2635	BRECKENRIDGE SCHOOL FOOD SERVICE	10/28/2022	200.00	ANGEL FUND	Food Service
		<b>BRECKENRIDGE SCHOOL FOOD SERVICE Total</b>		200.00		
126735	2492	BUDS BLOOMS & BLESSINGS	10/28/2022	303.93	High School Student Council Supplies	Student Activities
126735	2492	BUDS BLOOMS & BLESSINGS	10/28/2022	85.43	HS Choir Supplies	Student Activities
		<b>BUDS BLOOMS &amp; BLESSINGS Total</b>		389.36		
126736	1872	MN CHILD SUPPORT PAYMENT CTR	10/28/2022	424.00	Child Support Payable	General
		<b>MN CHILD SUPPORT PAYMENT CTR Total</b>		424.00		
126737	1184	MN SCHOOL EMPLOYEES ASSOC	10/28/2022	1,089.58	Breck School Employees Assn Payable	General
		<b>MN SCHOOL EMPLOYEES ASSOC Total</b>		1,089.58		
126738	1779	NCPERS GROUP LIFE INS	10/28/2022	48.00	PERA Life Insurance Payable	General
		<b>NCPERS GROUP LIFE INS Total</b>		48.00		
126739	3236	CHILDREN'S THEATER--BOX 123	11/4/2022	1,416.00	Entry Fees/ Student Travel	General
		<b>CHILDREN'S THEATER--BOX 123 Total</b>		1,416.00		
126740	2891	GROCHOW, ARTHUR	11/4/2022	228.00	Officials/ Contracted Services	General
126740	2891	GROCHOW, ARTHUR	11/4/2022	120.00	Officials/ Contracted Services	General
		<b>GROCHOW, ARTHUR Total</b>	19	348.00		
126741	2844	REGION 6A	11/4/2022	3,250.00	Flow -Thru Tournament	General
		<b>REGION 6A Total</b>		3,250.00		

Breckenridge Public School

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126742	3726	SNYDER, GAVIN	11/4/2022	286.28	Accounts Payable	General
		<b>SNYDER, GAVIN Total</b>		286.28		
126743	2804	TOBOLA, MIRIAM	11/4/2022	705.52	Travel	General
		<b>TOBOLA, MIRIAM Total</b>		705.52		
126744	604	AFSCME COUNCIL 65	11/11/2022	83.24	Custodial Dues Payable	General
		<b>AFSCME COUNCIL 65 Total</b>		83.24		
126745	18	AIM ELECTRONICS	11/11/2022	4,333.00	BB-2115-PV shot clock set	Capital Outlay
126745	18	AIM ELECTRONICS	11/11/2022	1,938.00	Backboard end of period light strip set	Capital Outlay
126745	18	AIM ELECTRONICS	11/11/2022	160.00	shipping & handling	Capital Outlay
		<b>AIM ELECTRONICS Total</b>		6,431.00		
126746	1981	ALBERTSON'S PARTS CITY AUTO PA	11/11/2022	170.08	Repair/Equipment	General
		<b>ALBERTSON'S PARTS CITY AUTO PA Total</b>		170.08		
126747	1129	AMAZON.COM	11/11/2022	80.70	B081BCHTJ7 Raw Magnetite, Mineral Specimen - Approx. 1" - Geologist Selected & Hand Processed - Great for Science Classrooms - Eisco Labs	General
126747	1129	AMAZON.COM	11/11/2022	20.56	B097P9JF3M Glass Graduated Cylinder Set Thick Measuring Cylinders 10 ml with Brush (2Pcs)	General
126747	1129	AMAZON.COM	11/11/2022	0.00	Amazon Shipping Charge	General
126747	1129	AMAZON.COM	11/11/2022	224.60	1387572318 Atlas of the Heart: Mapping Meaningful Connection and the Language of Human Experience (The Concise)	General
126747	1129	AMAZON.COM	11/11/2022	23.94	B0B455DK7C Workbook: Atlas of the Heart: Mapping Meaningful Connection and the Language of Human Experience	General
126747	1129	AMAZON.COM	11/11/2022	0.00	Amazon Shipping Charge	General
126747	1129	AMAZON.COM	11/11/2022	25.34	B000F8VCT0 Classroom Keepers 9" x 12" Construction Paper Storage, White, 9-3/8"H x 29-1/4"W x 12-7/8"D, 1 Unit	General
126747	1129	AMAZON.COM	11/11/2022	5.16	Amazon Shipping Charge	General

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126747	1129	AMAZON.COM	11/11/2022	36.50	B07K4CQGPJ Fillable Light Bulb Containers, 36 Pack – Clear Plastic Candy Jars, Party Favors, Decorative Centerpieces, Arts and Crafts Supplies - Twist	General
126747	1129	AMAZON.COM	11/11/2022	16.99	B07SFV1G4H OBKJJ Coach Whistle,35Pack Football Referee Whistle with Lanyard for Emergency Sports Training Referee1	General
126747	1129	AMAZON.COM	11/11/2022	0.00	Amazon Shipping Charge	General
126747	1129	AMAZON.COM	11/11/2022	54.58	141663066X The Definitive Guide to Instructional Coaching: Seven Factors for Success	General
126747	1129	AMAZON.COM	11/11/2022	0.00	Amazon Shipping Charge	General
126747	1129	AMAZON.COM	11/11/2022	15.30	0545044227 Living Sunlight: How Plants Bring The Earth To Life	General
126747	1129	AMAZON.COM	11/11/2022	5.95	0778723089 Photosynthesis: Changing Sunlight into Food (Nature's Changes)	General
126747	1129	AMAZON.COM	11/11/2022	7.99	1416934839 A Log's Life	General
126747	1129	AMAZON.COM	11/11/2022	8.99	158469002X Pass the Energy, Please!: Learn the Basics of the Food Chain and the Transfer of Energy with an Upbeat Rhyming Story	General
126747	1129	AMAZON.COM	11/11/2022	11.99	B07VD3C4XW 40MM Ping Pong Balls, 50 Pack Assorted Colored Tennis Balls Multi Color Plastic Balls Fun Beer Ping Pong Balls Bulk for Beer Pong Balls, Ar	General
126747	1129	AMAZON.COM	11/11/2022	10.99	B07VSW2BZX 40MM Ping Pong Balls, 50 Pack Assorted Colored Tennis Balls Multi Color Plastic Balls Fun Beer Ping Pong Balls Bulk for Beer Pong Balls, Ar	General

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126747	1129	AMAZON.COM	11/11/2022	11.99	B09CYQ1PMN 40MM Ping Pong Balls, 50 Pack Assorted Colored Tennis Balls Multi Color Plastic Balls Fun Beer Ping Pong Balls Bulk for Beer Pong Balls, Ar	General
126747	1129	AMAZON.COM	11/11/2022	3.90	Amazon Shipping Charge	General
126747	1129	AMAZON.COM	11/11/2022	21.99	B0010JEJPC Scotch Thermal Laminator, 2 Roller System for a Professional Finish, Use for Home, Office or School, Suitable for use with Photos (TL901X)	General
126747	1129	AMAZON.COM	11/11/2022	23.58	B002MMY4WY Logitech K350 Wireless Wave Ergonomic Keyboard with Unifying Wireless Technology - Black	General
126747	1129	AMAZON.COM	11/11/2022	17.99	B073VZLQY4 Everydecor Galvanized Metal Hanging Envelope - Wall Files - Office Mail Holder & Paper Organizer	General
126747	1129	AMAZON.COM	11/11/2022	47.00	B07CQBRL84 Advil (100 Packets of 2 Capsules) Pain Reliever/Fever Reducer Coated Tablet, Individually Sealed, 200mg Ibuprofen, Temporary Pain Relief, T	General
126747	1129	AMAZON.COM	11/11/2022	47.99	B07XJ8C8F7 Echo Dot (4th Gen)   Smart speaker with clock and Alexa   Glacier White	General
126747	1129	AMAZON.COM	11/11/2022	48.99	B0877DK2FL Logitech ERGO M575 Wireless Trackball Mouse - Easy thumb control, precision and smooth tracking, ergonomic comfort design, for Windows, PC	General
126747	1129	AMAZON.COM	11/11/2022	0.00	Amazon Shipping Charge	General

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126747	1129	AMAZON.COM	11/11/2022	27.63	B004SCA15K ACDelco 100-Count AA Batteries, Maximum Power Super Alkaline Battery, 10-Year Shelf Life, Recloseable Packaging	General
126747	1129	AMAZON.COM	11/11/2022	8.24	B00M8MN6KO LOOPACELL AG12 LR43 386 SR43 1.5V Alkaline Button Cell Watch Batteries 10 Pack	General
126747	1129	AMAZON.COM	11/11/2022	0.00	Amazon Shipping Charge	General
126747	1129	AMAZON.COM	11/11/2022	180.50	B005QDU59M American Educational Products-3071 American Educonal Economy Stream Table Kit	General
126747	1129	AMAZON.COM	11/11/2022	15.08	Amazon Shipping Charge	General
126747	1129	AMAZON.COM	11/11/2022	16.98	B07XZ22KCD HDMI to VGA, BENFEI HDMI to VGA Adapter (Female to Male) with 3.5mm Audio Jack Compatible for TV Stick, Computer, Desktop, Laptop, PC, Moni	General
126747	1129	AMAZON.COM	11/11/2022	15.10	B093SP9BYR USB C to VGA Adatper for Monitor, Thunderbolt 3 Multi-Display Video Converter Cable for MacBook Pro iPad Chromebook Surface and More Type C	General
126747	1129	AMAZON.COM	11/11/2022	0.00	Amazon Shipping Charge	General
126747	1129	AMAZON.COM	11/11/2022	33.75	B00345WST4 Sky Bounce Ball 3pk - Assorted Colors 2"	General
126747	1129	AMAZON.COM	11/11/2022	149.50	B00QQPEIS8 DANCING BEAR Meteorite from Space, 5 pcs Campo del Cielo from Argentina/ Educational Card & Magnifying Box	General

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126747	1129	AMAZON.COM	11/11/2022	68.76	B01AJJOJD0 Kitchen Crop VKP1200 Seed Sprouter,   6" Diameter Trays, 1 Oz Alfalfa Included	General
126747	1129	AMAZON.COM	11/11/2022	59.98	B075DC6X25 Light Meter Digital Illuminance Meter Handheld Ambient Temperature Measurer with Range up to 200,000 Lux Luxmeter with 4 Digit Color LCD Sc	General
126747	1129	AMAZON.COM	11/11/2022	26.72	B077T2PXR8 1% Phenolphthalein Solution, 30mL - The Curated Chemical Collection	General
126747	1129	AMAZON.COM	11/11/2022	24.49	B082DJWKPF Crafare 40pc 3 Inch White Styrofoam Balls Smooth for Holiday DIY Crafts Making and School Projects Decorations	General
126747	1129	AMAZON.COM	11/11/2022	10.97	B083DRZQXS FKG 3/8" Inch Bearing Balls 100 Qty	General
126747	1129	AMAZON.COM	11/11/2022	17.99	B089CPXQQG Super Strong Neodymium Disc Magnets with Double-sided Adhesive, Powerful Permanent Rare Earth Magnets. Fridge, DIY, Building, Scientific, C	General
126747	1129	AMAZON.COM	11/11/2022	20.56	B097P9JF3M Glass Graduated Cylinder Set Thick Measuring Cylinders 10 ml with Brush (2Pcs)	General
126747	1129	AMAZON.COM	11/11/2022	116.88	B09BVPWPCT BAGAIL BASICS Digital Kitchen Scale, Premium Stainless Steel Food Scales Weight Grams and Oz for Baking and Cooking,11lb/5kg with 0.1oz/1g	General
126747	1129	AMAZON.COM	11/11/2022	0.15	Amazon Shipping Charge	General

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126747	1129	AMAZON.COM	11/11/2022	35.34	B00M8ZEAW4 Reynolds Wrap Heavy Duty Aluminum Foil, 130 Square Feet	General
126747	1129	AMAZON.COM	11/11/2022	21.72	B010OV9KQ4 Dixie Ultra Disposable Paper Bowls, 20oz, Dinner or Lunch Size Printed Disposable Bowls, 156 Count (6 packs of 26 Bowls), Packaging and Des	General
126747	1129	AMAZON.COM	11/11/2022	28.88	B01FRDSU1A [100 Pack - 16 oz.] Crystal Clear PET Plastic Cups	General
126747	1129	AMAZON.COM	11/11/2022	27.24	B01LYHE49W Amazon Basics 1/3-Cut Tab, Assorted Positions File Folders, Letter Size, Manila - Pack of 100	General
126747	1129	AMAZON.COM	11/11/2022	56.60	B01MU3ADH5 hand2mind White Streak Plates, Geology Tools, Streak Plates for Minerals, Mineral Test Kit, Rock Test, Hardness Test Kit, Science School La	General
126747	1129	AMAZON.COM	11/11/2022	20.47	B01MZ6TWU9 Magnets for Crafts - 100 High Quality 1 inch Round Strong Magnets – 25mm x 4mm - Great for Creating Fridge Magnets and Other Magnetic Craft	General
126747	1129	AMAZON.COM	11/11/2022	13.98	B0721JK6R4 TashiBox 200 Pack of 2-Ounce Disposable Plastic Jello Shot Cups with Lids, Souffle Portion Container, 2 oz-200 Sets, Clear	General
126747	1129	AMAZON.COM	11/11/2022	24.25	B075NRM77L SOLO Cup Company Heavyweight Plastic Cutlery, Spoons, White, 6 in, 500/Carton	General

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126747	1129	AMAZON.COM	11/11/2022	6.79	B077JM7LPH Blulu Pompoms for Craft Making and Hobby Supplies, 500 Pieces, 1.2 cm/ 0.5 Inch (Red)	General
126747	1129	AMAZON.COM	11/11/2022	40.40	B07L8YN8DS LTKJ 3pcs Stainless Steel 50 Mesh Micron True Filtration Screen Fine Wire Filter 3.94 x 3.94inch	General
126747	1129	AMAZON.COM	11/11/2022	23.50	B07RRTX7MZ [100 Pack 8 Oz ] Plastic Cups, Plastic Cups, Clear Plastic Cups 8 Oz Clear Cups, Disposable Clear Plastic Cups Water Cups Disposable Cups,	General
126747	1129	AMAZON.COM	11/11/2022	74.32	B07SQXRSNR Gikfun 1.5V-6V Type 130 Miniature DC Motors for Arduino Hobby Projects DIY (Case Pack of 6) EK1450	General
126747	1129	AMAZON.COM	11/11/2022	18.80	B081BCHTJ7 Raw Magnetite, Mineral Specimen - Approx. 1" - Geologist Selected & Hand Processed - Great for Science Classrooms - Eisco Labs	General
126747	1129	AMAZON.COM	11/11/2022	7.99	B08PTSGLGZ Cement nails 50pcs Metal Nail Length 1.57"Carbon Steel Nail Cement Nail Wall Nail Board Nail Reinforcement	General
126747	1129	AMAZON.COM	11/11/2022	31.98	B0B5DK3PJY Realth Bar Magnets Rare Earth Magnetic Rectangular Magnet for Warehouse Office Science Project Building Teaching Shower Door and Craft DIY	General
126747	1129	AMAZON.COM	11/11/2022	-1.60	Amazon Shipping Charge	General
126747	1129	AMAZON.COM	11/11/2022	14.99	B0924KV4PS [300 Pack] 3 oz Paper Cups, Blue Mouthwash Cups, Disposable Bathroom Cups, Cold Beverage Drinking Cup for Water Coolers, Party, Home and Of	General

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126747	1129	AMAZON.COM	11/11/2022	97.60	B097P9JF3M Glass Graduated Cylinder Set Thick Measuring Cylinders 10 ml with Brush (2Pcs)	General
126747	1129	AMAZON.COM	11/11/2022	0.00	Amazon Shipping Charge	General
126747	1129	AMAZON.COM	11/11/2022	15.39	0316703060 The Best Part of Me: Children Talk About their Bodies in Pictures and Words	General
126747	1129	AMAZON.COM	11/11/2022	17.69	0684138999 Everybody Needs a Rock	General
126747	1129	AMAZON.COM	11/11/2022	12.99	0811807185 I Love You the Purplest: (I Love Baby Books, Mother's Love Book, Baby Books about Loving Life)	General
126747	1129	AMAZON.COM	11/11/2022	0.00	Amazon Shipping Charge	General
126747	1129	AMAZON.COM	11/11/2022	355.60	0399592555 Atlas of the Heart: Mapping Meaningful Connection and the Language of Human Experience	General
126747	1129	AMAZON.COM	11/11/2022	23.94	B0B455DK7C Workbook: Atlas of the Heart: Mapping Meaningful Connection and the Language of Human Experience	General
126747	1129	AMAZON.COM	11/11/2022	0.00	Amazon Shipping Charge	General
		<b>AMAZON.COM Total</b>		2,535.15		
126748	3697	A-OX WELDING SUPPLY COMPANY INC	11/11/2022	83.95	Vocational Supply	General
		<b>A-OX WELDING SUPPLY COMPANY INC Total</b>		83.95		
126749	2274	APPLE COMPUTER, INC.	11/11/2022	289.00	3-Year AppleCare+ for Schools - 16 inch MacBook Pro M1	Capital Outlay
126749	2274	APPLE COMPUTER, INC.	11/11/2022	2,498.99	16-inch MacBook Pro -Space Gray	Capital Outlay
		<b>APPLE COMPUTER, INC. Total</b>		2,787.99		
126750	2394	BEYER, STEPHANIE	11/11/2022	18.87	Food	Food Service
		<b>BEYER, STEPHANIE Total</b>		18.87		
126751	2020	BLICK ART MATERIALS	11/11/2022	151.80	14941-1021 Ampersand Hardbord Panel Pack - 6" x 8", 1/8" Flat Panels, Pkg fo 3	General
126751	2020	BLICK ART MATERIALS	11/11/2022	35.58	60997-1002 Jennifer's Mosaics Scorer/Breaker	General

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126751	2020	BLICK ART MATERIALS	11/11/2022	93.00	62948-1005 Mosaic Tile Adhesive - 8 oz	General
		<b>BLICK ART MATERIALS Total</b>		280.38		
126752	3593	BLUE CROSS BLUE SHIELD OF MN	11/11/2022	54,076.37	Group Health Payable	General
		<b>BLUE CROSS BLUE SHIELD OF MN Total</b>		54,076.37		
126753	603	BRECKENRIDGE ED LOCAL 1299	11/11/2022	2,316.06	Breck Federation of Teachers Payable	General
		<b>BRECKENRIDGE ED LOCAL 1299 Total</b>		2,316.06		
126754	2482	BUILDERS FIRST SOURCE	11/11/2022	54.58	Supply	General
126754	2482	BUILDERS FIRST SOURCE	11/11/2022	36.12	Repair/Equipment	General
		<b>BUILDERS FIRST SOURCE Total</b>		90.70		
126755	1530	CENTRAL MN FOSTER GRANDPARENT	11/11/2022	570.00	Consulting Fees	General
		<b>CENTRAL MN FOSTER GRANDPARENT Total</b>		570.00		
126756	3727	CITY BREW HALL	11/11/2022	534.00	Travel	General
		<b>CITY BREW HALL Total</b>		534.00		
126757	1449	CLAY CO ENVIRONMENTAL HEALTH	11/11/2022	735.00	LTFM Consulting Fees	Capital Outlay
126757	1449	CLAY CO ENVIRONMENTAL HEALTH	11/11/2022	60.00	CONCESSIONS FEE	General
126757	1449	CLAY CO ENVIRONMENTAL HEALTH	11/11/2022	735.00	LTFM Consulting Fees	Capital Outlay
		<b>CLAY CO ENVIRONMENTAL HEALTH Total</b>		1,530.00		
126758	1545	CREATIVE STITCHES	11/11/2022	440.00	Miscellaneous	General
126758	1545	CREATIVE STITCHES	11/11/2022	228.00	Miscellaneous	General
126758	1545	CREATIVE STITCHES	11/11/2022	112.00	Miscellaneous	General
126758	1545	CREATIVE STITCHES	11/11/2022	1,204.00	HS Band Supplies	Student Activities
		<b>CREATIVE STITCHES Total</b>		1,984.00		
126759	111	CULINEX	11/11/2022	149.40	General Supply	Food Service
126759	111	CULINEX	11/11/2022	201.90	General Supply	Food Service
		<b>CULINEX Total</b>		351.30		
126760	482	DAILY NEWS	11/11/2022	54.00	Advertising	General
126760	482	DAILY NEWS	11/11/2022	54.00	Advertising	General
126760	482	DAILY NEWS	11/11/2022	54.00	Advertising	General
126760	482	DAILY NEWS	11/11/2022	172.80	Advertising	General
		<b>DAILY NEWS Total</b>		334.80		
126761	3204	DAKOTA CHRYSLER CENTER	11/11/2022	788.83	Repair/Equipment	General
		<b>DAKOTA CHRYSLER CENTER Total</b>		788.83		
126762	3484	DIAZ, STACY	11/11/2022	481.45	Supply	General
		<b>DIAZ, STACY Total</b>		481.45		
126763	2593	DIGITAL GURU	11/11/2022	259.96	Technology Equipment	Capital Outlay

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		<b>DIGITAL GURU Total</b>		259.96		
126764	1433	EARTHGRAINS COMPANY	11/11/2022	22.12	Food	Food Service
126764	1433	EARTHGRAINS COMPANY	11/11/2022	52.06	Food	Food Service
126764	1433	EARTHGRAINS COMPANY	11/11/2022	100.25	Food	Food Service
126764	1433	EARTHGRAINS COMPANY	11/11/2022	62.63	Food	Food Service
126764	1433	EARTHGRAINS COMPANY	11/11/2022	27.67	Food	Food Service
126764	1433	EARTHGRAINS COMPANY	11/11/2022	38.96	Food	Food Service
126764	1433	EARTHGRAINS COMPANY	11/11/2022	67.38	Food	Food Service
126764	1433	EARTHGRAINS COMPANY	11/11/2022	11.28	Food	Food Service
126764	1433	EARTHGRAINS COMPANY	11/11/2022	110.40	Food	Food Service
126764	1433	EARTHGRAINS COMPANY	11/11/2022	42.28	Food	Food Service
126764	1433	EARTHGRAINS COMPANY	11/11/2022	24.35	Food	Food Service
126764	1433	EARTHGRAINS COMPANY	11/11/2022	18.80	Food	Food Service
		<b>EARTHGRAINS COMPANY Total</b>		578.18		
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	153.51	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	152.60	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	168.20	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	316.90	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	302.03	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	289.35	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	242.79	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	323.37	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	106.71	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	175.34	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	168.20	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	440.54	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	107.62	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	393.56	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	246.86	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	93.60	Milk	Food Service
126765	3704	EAST SIDE JERSEY DAIRY ESJD	11/11/2022	-53.26	Milk	Food Service
		<b>EAST SIDE JERSEY DAIRY ESJD Total</b>		3,627.92		
126766	3303	ECOLAB	11/11/2022	87.35	General Supply	Food Service
		<b>ECOLAB Total</b>		87.35		
126767	2265	EDUCATORS BENEFIT CONSULTANTS-AVIBEN	11/11/2022	123.35	Consulting Fees	General
		<b>EDUCATORS BENEFIT CONSULTANTS-AVIBEN Total</b>		123.35		
126768	3109	EIDE BAILLY LLP	11/11/2022	18,300.00	Consulting Fees	General

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		<b>EIDE BAILLY LLP Total</b>		18,300.00		
126769	1994	FARM CITY SUPPLY	11/11/2022	3.63	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	24.81	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	21.98	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	49.92	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	17.99	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	22.57	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	64.99	Repair/Equipment	General
126769	1994	FARM CITY SUPPLY	11/11/2022	32.98	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	31.90	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	33.76	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	20.45	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	-16.36	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	15.58	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	46.73	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	53.95	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	232.98	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	20.16	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	61.94	General Supply	General
126769	1994	FARM CITY SUPPLY	11/11/2022	23.96	General Supply	General
		<b>FARM CITY SUPPLY Total</b>		763.92		
126770	153	FARMERS UNION OIL CO	11/11/2022	79.99	Repair/ Grounds	General
126770	153	FARMERS UNION OIL CO	11/11/2022	8,412.76	Gasoline & Oil	General
126770	153	FARMERS UNION OIL CO	11/11/2022	58.61	Gasoline & Oil	General
		<b>FARMERS UNION OIL CO Total</b>		8,551.36		
126771	1211	FERGUS FALLS AREA SPEC. EDUC.	11/11/2022	49,700.00	FF Special Ed Coop	General
		<b>FERGUS FALLS AREA SPEC. EDUC. Total</b>		49,700.00		
126772	2774	FIRST ADVANTAGE BACKGROUND SERVICES CORP	11/11/2022	11.04	Miscellaneous	General
		<b>FIRST ADVANTAGE BACKGROUND SERVICES CORP</b>		11.04		
126773	3325	ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS	11/11/2022	5.19	Emotion Match game 30 pc #13949746	General
126773	3325	ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS	11/11/2022	11.99	Spread Kindness Board game #13981024	General
126773	3325	ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS	11/11/2022	15.99	Peaceable Kingdom Stone Soup #GM104	General
126773	3325	ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS	11/11/2022	31.99	Letter Size Hardwood Clipboard pk 12 #14111455	General

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126773	3325	ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS	11/11/2022	18.39	Fish bowl counting math mats #13742093	General
126773	3325	ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS	11/11/2022	13.49	Dry erase number order & sequencing cards #13742104	General
126773	3325	ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS	11/11/2022	13.49	Nouns, Verbs & Adjectives sorting boxes #13837993	General
126773	3325	ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS	11/11/2022	8.97	Jumbo roll-a-story cubes #13934927	General
126773	3325	ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS	11/11/2022	31.98	Cool Crazy Connectors Building Blocks set #60/3015	General
126773	3325	ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS	11/11/2022	21.97	Plastic solid pattern blocks #13942213	General
126773	3325	ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS	11/11/2022	6.38	8-Color Crayola Classic Fine tip Markers #73/44013	General
		<b>ORIENTAL TRADING COMPANY, INC/ FUN EXPRESS</b>		179.83		
126774	2238	FURTHER	11/11/2022	60.50	Consulting Fees	General
		<b>FURTHER Total</b>		60.50		
126775	1666	GERRELLS SPORTS CENTER, INC.	11/11/2022	25.00	SHIPPING	Capital Outlay
126775	1666	GERRELLS SPORTS CENTER, INC.	11/11/2022	7,800.00	Green and White Jerseys	Capital Outlay
		<b>GERRELLS SPORTS CENTER, INC. Total</b>		7,825.00		
126776	1499	GOPHER STATE ONE-CALL	11/11/2022	6.75	Miscellaneous	General
		<b>GOPHER STATE ONE-CALL Total</b>		6.75		
126777	1529	HILLYARD /HUTCHINSON	11/11/2022	473.72	General Supply	General
126777	1529	HILLYARD /HUTCHINSON	11/11/2022	248.98	General Supply	Food Service
126777	1529	HILLYARD /HUTCHINSON	11/11/2022	267.53	General Supply	General
126777	1529	HILLYARD /HUTCHINSON	11/11/2022	253.20	General Supply	Food Service
126777	1529	HILLYARD /HUTCHINSON	11/11/2022	263.96	General Supply	General
126777	1529	HILLYARD /HUTCHINSON	11/11/2022	732.84	General Supply	General
126777	1529	HILLYARD /HUTCHINSON	11/11/2022	279.91	Food	Food Service
126777	1529	HILLYARD /HUTCHINSON	11/11/2022	215.18	General Supply	General
126777	1529	HILLYARD /HUTCHINSON	11/11/2022	-1,055.49	General Supply	General
126777	1529	HILLYARD /HUTCHINSON	11/11/2022	65.10	General Supply	General
126777	1529	HILLYARD /HUTCHINSON	11/11/2022	379.84	General Supply	General
		<b>HILLYARD /HUTCHINSON Total</b>		2,124.77		
126778	3693	i3 EDUCATION	11/11/2022	3,980.00	QuikLunch POS Software	Food Service
126778	3693	i3 EDUCATION	11/11/2022	695.00	Remote Software Installation, Setup & Training	Food Service

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		<b>i3 EDUCATION Total</b>		4,675.00		
126779	1505	INNOVATIVE OFFICE SOLUTIONS	11/11/2022	36.45	UNV11202 PAPER,XERO/DUP,20#,LTR,BE	General
126779	1505	INNOVATIVE OFFICE SOLUTIONS	11/11/2022	4.50	Freight	General
		<b>INNOVATIVE OFFICE SOLUTIONS Total</b>		40.95		
126780	2732	IXL LEARNING	11/11/2022	425.00	Math/ELA in grades K-12: 25 students Subjects: Math and ELA	General
126780	2732	IXL LEARNING	11/11/2022	-100.00	Credit from existing subscription A20- 3189338	General
126780	2732	IXL LEARNING	11/11/2022	3,163.00	Grades 7-11: 275 students Subject: ELA	Capital Outlay
		<b>IXL LEARNING Total</b>		3,488.00		
126781	3428	JAWASKI GLASS & REPAIR, INC.	11/11/2022	170.00	Repair/Equipment	General
		<b>JAWASKI GLASS &amp; REPAIR, INC. Total</b>		170.00		
126782	2325	JOHN DEERE FINANCIAL	11/11/2022	653.97	Repair/Equipment	General
		<b>JOHN DEERE FINANCIAL Total</b>		653.97		
126783	3724	J-TECH MECHANICAL	11/11/2022	3,272.68	Repair/Building	General
		<b>J-TECH MECHANICAL Total</b>		3,272.68		
126784	1086	KBMW 1450	11/11/2022	200.00	Advertising	General
126784	1086	KBMW 1450	11/11/2022	150.00	Advertising	General
		<b>KBMW 1450 Total</b>		350.00		
126785	1366	KELVIN	11/11/2022	139.00	990177 KELVIN® 50LE Multimeter with Buzzer	General
126785	1366	KELVIN	11/11/2022	13.90	SHIPPING	General
		<b>KELVIN Total</b>		152.90		
126786	518	LAKES COUNTRY SERVICE COOP	11/11/2022	50.00	Technology Equipment	Capital Outlay
126786	518	LAKES COUNTRY SERVICE COOP	11/11/2022	23,033.54	Consulting Fees	Community Service
126786	518	LAKES COUNTRY SERVICE COOP	11/11/2022	40,062.41	Consulting Fees	Community Service
126787	518	LAKES COUNTRY SERVICE COOP	11/11/2022	15.00	Travel	General
		<b>LAKES COUNTRY SERVICE COOP Total</b>		63,160.95		
126788	3723	LEXIA LEARNING SYSTEMS LLC	11/11/2022	3,600.00	Lexia Core5 Reading/PowerUp Literacy Student Subscription	General
		<b>LEXIA LEARNING SYSTEMS LLC Total</b>		3,600.00		
126789	1192	LINDE GAS & EQUIPMENT INC	11/11/2022	25.91	Vocational Supply	General
		<b>LINDE GAS &amp; EQUIPMENT INC Total</b>		25.91		
126790	3328	MARCO TECHNOLOGIES, LLC	11/11/2022	1,857.56	Copier/Printer Maintenance	General

Breckenridge Public School

Payment Register

		<b>MARCO TECHNOLOGIES, LLC Total</b>		1,857.56		
126791	1002	MINITEX	11/11/2022	1,814.00	SIRS Issues Researcher for HS	General
		<b>MINITEX Total</b>		1,814.00		
126792	1872	MN CHILD SUPPORT PAYMENT CTR	11/11/2022	424.00	Child Support Payable	General
		<b>MN CHILD SUPPORT PAYMENT CTR Total</b>		424.00		
126793	1184	MN SCHOOL EMPLOYEES ASSOC	11/11/2022	656.08	Breck School Employees Assn Payable	General
		<b>MN SCHOOL EMPLOYEES ASSOC Total</b>		656.08		
126794	2718	MN STATE COMMUNITY AND TECHNICAL COLLEGE	11/11/2022	10,500.00	Tuition to Oth Distr	General
		<b>MN STATE COMMUNITY AND TECHNICAL COLLEGE</b>		10,500.00		
126795	337	NASCO	11/11/2022	71.99	PE02279 Latex Replacement Bladder for 72 in. Omnikin Ultra Ball	General
126795	337	NASCO	11/11/2022	64.71	PE00534 Volleyball Net - Yellow	General
		<b>NASCO Total</b>		136.70		
126796	2855	NEW DOMINION SCHOOL	11/11/2022	1,668.45	Tuition to Oth Distr	General
		<b>NEW DOMINION SCHOOL Total</b>		1,668.45		
126797	3307	NORTH CENTRAL BUS SALES	11/11/2022	545.89	Repair/Equipment	General
		<b>NORTH CENTRAL BUS SALES Total</b>		545.89		
126798	3520	OLE & LENA'S PIZZERIA	11/11/2022	6,125.50	Class of 2024 Supplies	Student Activities
		<b>OLE &amp; LENA'S PIZZERIA Total</b>		6,125.50		
126799	3157	OTTERTAIL/ MINN-DAKOTA COACHES	11/11/2022	1,150.80	Travel	General
		<b>OTTERTAIL/ MINN-DAKOTA COACHES Total</b>		1,150.80		
126800	1967	PIZZA RANCH	11/11/2022	99.50	Food/ Beverage	General
126800	1967	PIZZA RANCH	11/11/2022	99.50	Food/ Beverage	General
126800	1967	PIZZA RANCH	11/11/2022	99.50	Food/ Beverage	General
126800	1967	PIZZA RANCH	11/11/2022	63.50	Food/ Beverage	General
		<b>PIZZA RANCH Total</b>		362.00		
126801	3572	RED RIVER TELEPHONE ASSN	11/11/2022	36.17	Telephone	General
126801	3572	RED RIVER TELEPHONE ASSN	11/11/2022	31.96	Telephone	General
126801	3572	RED RIVER TELEPHONE ASSN	11/11/2022	352.89	Telephone	General
126801	3572	RED RIVER TELEPHONE ASSN	11/11/2022	352.89	Telephone	General
		<b>RED RIVER TELEPHONE ASSN Total</b>		773.91		
126802	3224	SANFORD HEALTH OCCUPATION MEDICINE CLINIC	11/11/2022	115.00	Miscellaneous	General
		<b>SANFORD HEALTH OCCUPATION MEDICINE CLINIC</b>		115.00		

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126803	1941	SCHMITT MUSIC CENTERS	11/11/2022	27.75	Vandoren Alto Saxophone reeds 2.5 - box of 10	General
126803	1941	SCHMITT MUSIC CENTERS	11/11/2022	27.75	Vandoren Alto Saxophone reeds 3 - box of 10	General
126803	1941	SCHMITT MUSIC CENTERS	11/11/2022	23.38	Vic Firth drumstick corpsmaster multi-tenor stick nylon tip	General
126803	1941	SCHMITT MUSIC CENTERS	11/11/2022	5.00	Selmer Tenor Saxophone Thumb Hook	General
126803	1941	SCHMITT MUSIC CENTERS	11/11/2022	21.59	RICO reed Alto Sax	General
126803	1941	SCHMITT MUSIC CENTERS	11/11/2022	63.96	Essential Elements Book 1 - Combined Percussion	General
126803	1941	SCHMITT MUSIC CENTERS	11/11/2022	35.98	RICO reed Bb Clarinet 2.5	General
		<b>SCHMITT MUSIC CENTERS Total</b>		205.41		
126804	1126	SCHOOL SPECIALTY	11/11/2022	46.47	248237 Jennifer's Mosaics Stained Glass Square Mosaic Tile Assortment, 3/4 Inch, Pack of 450	General
		<b>SCHOOL SPECIALTY Total</b>		46.47		
126805	2412	SHI	11/11/2022	2,208.00	G-Suite Enterprise for Education all faculty/staff license Google GAPPS-ENT-FTE-12MO-EDU	Capital Outlay
126805	2412	SHI	11/11/2022	-0.05	adjustment	Capital Outlay
		<b>SHI Total</b>		2,207.95		
126806	3269	SOUTHERN VALLEY MECHANICAL	11/11/2022	290.44	Food	Food Service
		<b>SOUTHERN VALLEY MECHANICAL Total</b>		290.44		
126807	1583	SOUTHWEST STATE UNIVERSITY	11/11/2022	16,500.00	Tuition to Oth Distr	General
		<b>SOUTHWEST STATE UNIVERSITY Total</b>		16,500.00		
126808	2131	SUMMIT FIRE PROTECTION	11/11/2022	385.00	General Supply	General
		<b>SUMMIT FIRE PROTECTION Total</b>		385.00		
126809	3719	SUNWIND SOLAR INDUSTRIES INC	11/11/2022	1,092.00	SUNNYSIDE UP CLASSROOM 10-PACK	General
126809	3719	SUNWIND SOLAR INDUSTRIES INC	11/11/2022	54.19	SHIPPING	General
		<b>SUNWIND SOLAR INDUSTRIES INC Total</b>		1,146.19		
126810	1516	TELIN TRANSPORTATION GROUP	11/11/2022	15.36	Repair/Equipment	General
		<b>TELIN TRANSPORTATION GROUP Total</b>		15.36		
126811	2775	TOP 20 TRAINING, LLC	11/11/2022	3,010.00	Travel	General
		<b>TOP 20 TRAINING, LLC Total</b>		3,010.00		
126812	3361	TRANS-MISSISSIPPI BIOLOGICAL SUPPY	11/11/2022	38.72	Pond Snails (#1390) class of 25	General

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126812	3361	TRANS-MISSISSIPPI BIOLOGICAL SUPPY	11/11/2022	34.51	SHIPPING AND HANDLING	General
126812	3361	TRANS-MISSISSIPPI BIOLOGICAL SUPPY	11/11/2022	81.66	Guppies (#1490) dozen	General
126812	3361	TRANS-MISSISSIPPI BIOLOGICAL SUPPY	11/11/2022	124.02	Elodea (#2000) class of 75	General
126812	3361	TRANS-MISSISSIPPI BIOLOGICAL SUPPY	11/11/2022	7.70	Duckweed (#1990) 1 jar	General
		<b>TRANS-MISSISSIPPI BIOLOGICAL SUPPY Total</b>		286.61		
126813	1409	US FOODS, INC	11/11/2022	62.29	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	49.09	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	43.74	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	178.29	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	104.40	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	60.76	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	1,614.74	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	25.05	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	1,354.44	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	30.73	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	1,695.43	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	57.75	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	1,139.14	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	39.07	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	25.45	Food/ Beverage	General
126813	1409	US FOODS, INC	11/11/2022	229.38	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	2,029.86	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	154.20	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	83.83	Food/ Beverage	General
126813	1409	US FOODS, INC	11/11/2022	1,373.23	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	85.55	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	24.88	Food/ Beverage	General
126813	1409	US FOODS, INC	11/11/2022	99.41	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	69.41	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	1,424.05	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	39.78	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	1,223.99	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	24.88	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	24.18	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	14.68	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	23.83	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	59.83	Food	Food Service

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126813	1409	US FOODS, INC	11/11/2022	-3.09	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	784.33	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	57.83	Food/ Beverage	General
126813	1409	US FOODS, INC	11/11/2022	1,947.56	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	193.84	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	1,582.59	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	40.42	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	715.04	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	-35.59	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	-4.93	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	57.68	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	77.52	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	1,384.48	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	1,573.16	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	1,641.54	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	12.92	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	992.67	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	74.05	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	91.06	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	68.54	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	24.03	General Supply	Food Service
126813	1409	US FOODS, INC	11/11/2022	118.66	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	557.84	Food	Food Service
126813	1409	US FOODS, INC	11/11/2022	41.60	Food	Food Service
		<b>US FOODS, INC Total</b>		25,459.09		
126814	1331	VERNIER SOFTWARE & TECHNOLOGY	11/11/2022	225.00	Go direct CO2 sensor (GDX-CO2)	General
126814	1331	VERNIER SOFTWARE & TECHNOLOGY	11/11/2022	17.20	Freight	General
		<b>VERNIER SOFTWARE &amp; TECHNOLOGY Total</b>		242.20		
126815	1774	VIKING COCA-COLA BOTTLING CO.	11/11/2022	324.00	Food/ Beverage	General
126815	1774	VIKING COCA-COLA BOTTLING CO.	11/11/2022	380.00	Food/ Beverage	General
		<b>VIKING COCA-COLA BOTTLING CO. Total</b>		704.00		
126816	1945	WAHPETON ACE HARDWARE	11/11/2022	8.34	Supply	General
		<b>WAHPETON ACE HARDWARE Total</b>		8.34		
126817	1569	WAHPETON AUTO VALUE	11/11/2022	11.99	Repair/Equipment	General
126817	1569	WAHPETON AUTO VALUE	11/11/2022	59.95	Repair/Equipment	General
126817	1569	WAHPETON AUTO VALUE	11/11/2022	226.87	Repair/Equipment	General
126817	1569	WAHPETON AUTO VALUE	11/11/2022	24.90	Repair/Equipment	General

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126817	1569	WAHPETON AUTO VALUE	11/11/2022	19.79	Repair/Equipment	General
126817	1569	WAHPETON AUTO VALUE	11/11/2022	59.92	Repair/Equipment	General
126817	1569	WAHPETON AUTO VALUE	11/11/2022	56.54	Repair/Equipment	General
		<b>WAHPETON AUTO VALUE Total</b>		459.96		
126818	509	WAHPETON GLASS & PAINT	11/11/2022	1,570.00	Repair/Building	General
126818	509	WAHPETON GLASS & PAINT	11/11/2022	37.50	Repair/Building	General
		<b>WAHPETON GLASS &amp; PAINT Total</b>		1,607.50		
126819	2267	WASTE MANAGEMENT OF ND	11/11/2022	481.85	Garbage	General
126819	2267	WASTE MANAGEMENT OF ND	11/11/2022	544.05	Garbage	General
126819	2267	WASTE MANAGEMENT OF ND	11/11/2022	194.37	Garbage	General
		<b>WASTE MANAGEMENT OF ND Total</b>		1,220.27		
126821	524	WILKIN CO PUB HLTH NURSING SER	11/11/2022	1,150.50	Consulting Fees	General
126821	524	WILKIN CO PUB HLTH NURSING SER	11/11/2022	243.75	Hearing and Vision Screenings	Community Service
		<b>WILKIN CO PUB HLTH NURSING SER Total</b>		1,394.25		
126822	3485	WORLDS FINEST CHOCOLATE, INC	11/11/2022	6,695.00	HS Band Supplies	Student Activities
		<b>WORLDS FINEST CHOCOLATE, INC Total</b>		6,695.00		
126823	545	CONTINGENT FUND	11/11/2022	60.00	Miscellaneous	General
126823	545	CONTINGENT FUND	11/11/2022	60.00	Entry Fees/ Student Travel	General
126823	545	CONTINGENT FUND	11/11/2022	196.00	Entry Fees/ Student Travel	General
126823	545	CONTINGENT FUND	11/11/2022	247.80	Inservice	General
126823	545	CONTINGENT FUND	11/11/2022	103.75	Inservice	General
126823	545	CONTINGENT FUND	11/11/2022	100.00	Entry Fees/ Student Travel	General
126823	545	CONTINGENT FUND	11/11/2022	53.50	Dues-Memberships-Lic-Fees	General
126823	545	CONTINGENT FUND	11/11/2022	45.00	General Supply	General
		<b>CONTINGENT FUND Total</b>		866.05		
		<b>Grand Total</b>		608,575.87		
		Wire Disbursements		244,639.15		
		Check Disbursements		363,936.72		
		<b>Fund Summary</b>				
		General Fund		457,693.81		
		Food Service Fund		36,477.01		
		Community Service Fund		64,153.81		
		Capital Fund		30,844.90		
		Debt Service Fund	37	0.00		
		Trust Fund		0.00		
		Student Activities Fund		19,406.34		

# Breckenridge Public Schools

Student Activities Account

31-Oct-22

UFARS Crs #		10/01/2022 Balance	Deposits	Expenses	10/31/2022 Balance
922	Class of 2022	0.00			0.00
923	Class of 2023	2,560.21			2,560.21
924	Class of 2024	0.00			0.00
978	National Honor Society	674.37		375.49	298.88
979	HS Student Council	7,444.85		1,370.18	6,074.67
980	Letterclub	3,883.85		10.68	3,873.17
981	Mathletes	24.15		17.94	6.21
982	HS Band	20,788.62	7,361.75	5,128.05	23,022.32
983	Boys Golf	131.41	120.00	45.87	205.54
984	HS Choir	5,869.75		85.43	5,784.32
986	FFA	2,368.28			2,368.28
987	Close Up	1,620.79			1,620.79
988	Speech	4,302.85			4,302.85
989	Drama Club	2,544.48	-75.00		2,469.48
990	DECA	2,370.49	237.00	3.35	2,604.14
991	Robotics	3,553.38			3,553.38
	<b>Totals</b>	<b>58,137.48</b>	<b>7,643.75</b>	<b>7,036.99</b>	<b>58,744.24</b>

**Breckenridge Public School-Contingent Account  
Account Summary  
October 2022**

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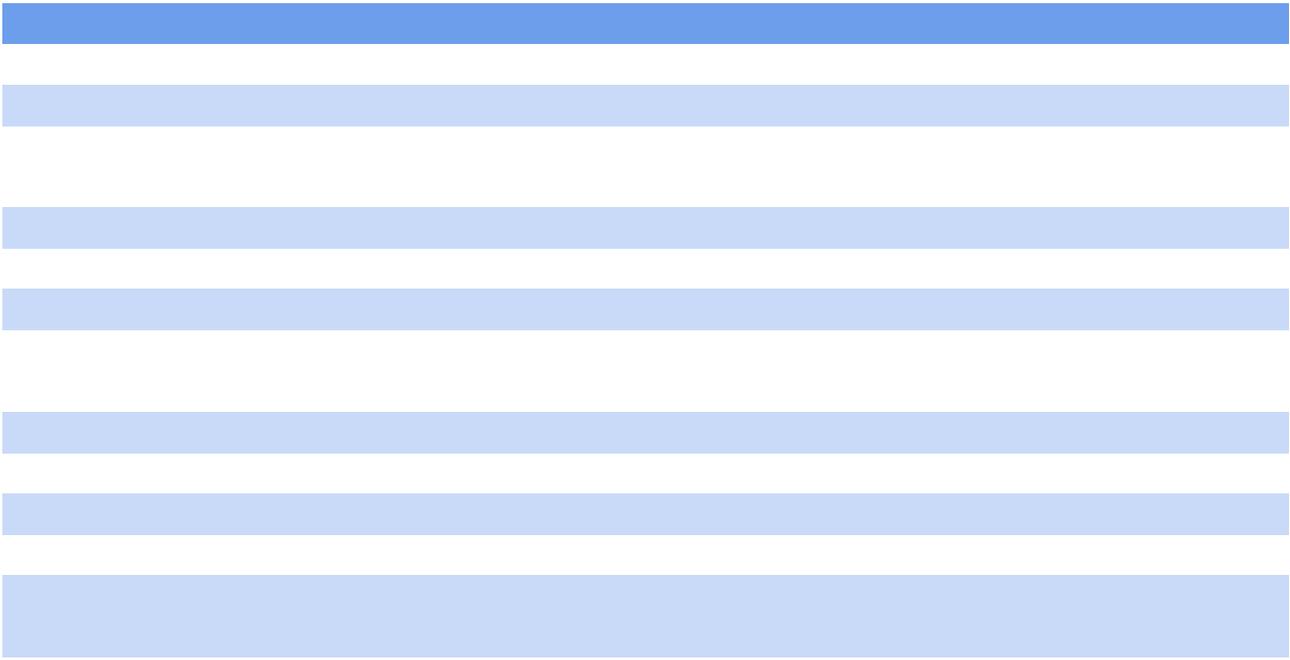
	<u>Oct 22</u>
<b>Ordinary Income/Expense</b>	
<b>Expense</b>	
01005010000899000 Sch Bd Misc	60.00
01300291000369256 Band Enty Fee	60.00
01300291000369289 Mathlte Entry	196.00
01300291000430287 3 Act Supply	247.80
01300296000367202 GBB Inservice	103.75
01300296000369211 VB Entry Fees	100.00
01300296000820202 GBB Dues	53.50
01300810000401000 HS Maint Sply	45.00
<b>Total Expense</b>	<u>866.05</u>
<b>Net Ordinary Income</b>	<u>-866.05</u>
<b>Net Income</b>	<u><u>-866.05</u></u>

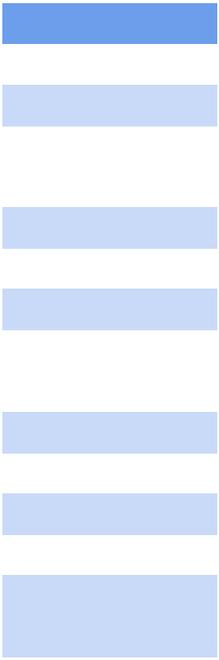
<b>Name</b>	<b>Activity</b>
Julie Ernst	Elementary Flag Football Coordinator
Julie Ernst	Elementary Girls' Basketball Coordinator
Julie Ernst	Elementary Boys' Basketball Coordinator
Eric Erlandson	Co-Head Wrestling Coach
Susan Smith	Junior High Girls Basketball Coach
Kayla Mohs	Junior High Girls Basketball Coach
Austin Imdieke	Head Girls Basketball Coach
Anthony Bogenreif	"B" Squad Girls Basketball Coach
Ashtyn Kaehler	Freshman Girls Basketball Coach
Connor Yaggie	"B" Squad Boys Basketball Coach
Jack Hiedeman	Freshman Boys Basketball Coach
Susan Smith	Junior High Boys Basketball Coach

Breckenridge Public Schools Enrollment Numbers 2022-2023

STU601	August	September	October	November	December	January	February	March	April	May	June '22
K	45	37	37	38							48
1	48	48	47	47							48
2	42	45	45	44							41
3	29	38	37	37							32
4	48	30	29	29							48
5	40	41	41	41							38
6	52	37	37	38							51
7	51	50	50	51							52
8	55	49	50	53							46
9	65	64	60	67							47
10	50	50	52	56							49
11	56	54	53	55							65
12	65	65	67	70							51
PSEO		0	0	0	0	0	0	0			2
ALP only		0	0	0	0	0	0	0			5
Total	646	608	605	626	0	0	0	0			623
Pre-School	55	51	53	54							60
VL	9	4	5	5							9
Grand Total	710	663	663	685	0	0	0	0	0	0	692
MS St. Mary's	26	17	17	17							27
El. St. Mary's	8	13	13	13							15
Homeschool		1	1	1							

Grade	Teacher	Students	Gender	
			Boys	Girls
K	Bommersbach	19	12	7
K	Ekren	19	9	10
1	Fedderson	15	8	7
1	Jensen	16	8	8
1	Johnson	16	8	8
2	Fuentes	15	8	7
2	Eggiman	15	9	6
2	Randall	15	8	7
3	Snyder	19	9	10
3	Werner	18	9	9
4	Erlandson	15	9	6
4	Kramer	14	9	5
5	Studio 5	41	17	24
6	Studio 6	38	18	20
		275	141	134





## **416 DRUG AND ALCOHOL TESTING**

### **I. PURPOSE**

- A. The school board recognizes the significant problems created by drug and alcohol use in society in general, and the public schools in particular. The school board further recognizes the important contribution that the public schools have in shaping the youth of today into the adults of tomorrow.
- B. The school board believes that a work environment free of drug and alcohol use will be not only safer, healthier, and more productive but also more conducive to effective learning. To provide such an environment, the purpose of this policy is to provide authority so that the school board may require all employees and/or job applicants to submit to drug and alcohol testing in accordance with the provisions of this policy and as provided in federal law and Minnesota Statutes, sections 181.950-181.957.

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

- A. All school district employees and job applicants whose positions require a commercial driver's license will be required to undergo drug and alcohol testing in accordance with federal law and the applicable provisions of this policy. The school district also may request or require that drivers submit to drug and alcohol testing in accordance with the provisions of this policy and as provided in Minnesota Statutes, sections 181.950-181.957.
- B. The school district may request or require that any school district employee or job applicant, other than an employee or applicant whose position requires a commercial driver's license, submit to drug and alcohol testing in accordance with the provisions of this policy and as provided in Minnesota Statutes, sections 181.950-181.957.
- C. The use, possession, sale, purchase, transfer, or dispensing of any drugs not medically prescribed, including medical cannabis, whether or not it has been prescribed for the employee, is prohibited on school district property (which includes school district vehicles), while operating school district vehicles or equipment, and at any school-sponsored program or event. Use of drugs that are not medically prescribed, including medical cannabis, whether or not it has been prescribed for the employee, is also prohibited throughout the school or work day, including lunch or other breaks, whether or not the employee is on or off school district property. Employees under the influence of drugs that are not medically

prescribed are prohibited from entering or remaining on school district property.

- D. The use, possession, sale, purchase, transfer, or dispensing of alcohol is prohibited on school district property (which includes school district vehicles), while operating school district vehicles or equipment, and at any school-sponsored program or event. Use of alcohol is also prohibited throughout the school or work day, including lunch or other breaks, whether or not the employee is on or off school district property. Employees under the influence of alcohol are prohibited from entering or remaining on school district property.
- E. Any employee who violates this section shall be subject to discipline that includes, but is not limited to, immediate suspension without pay and immediate discharge.

### **III. FEDERALLY MANDATED DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS**

#### **A. General Statement of Policy**

All persons subject to commercial driver's license requirements shall be tested for alcohol, marijuana (including medical cannabis), cocaine, amphetamines, opiates (including heroin), and phencyclidine (PCP), pursuant to federal law. Drivers who test positive for alcohol or drugs shall be subject to disciplinary action, which may include termination of employment.

#### **B. Definitions**

1. "Actual Knowledge" means actual knowledge by the school district that a driver has used alcohol or controlled substances based on: (a) direct observation of the employee's use (not observation of behavior sufficient to warrant reasonable suspicion testing); (b) information provided by a previous employer; (c) a traffic citation; or (d) an employee's admission, except when made in connection with a qualified employee self-admission program.
2. "Alcohol Screening Device" (ASD) means a breath or saliva device, other than an Evidential Breath Testing Device (EBT), that is approved by the National Highway Traffic Safety Administration and placed on its Conforming Products List for such devices.
3. "Breath Alcohol Technician" (BAT) means an individual who instructs and assists individuals in the alcohol testing process and who operates the EBT.
4. "Commercial Motor Vehicle" (CMV) includes a vehicle that is designed to transport 16 or more passengers, including the driver.

5. “Designated Employer Representative” (DER) means an employee authorized by the school district to take immediate action to remove employees from safety-sensitive duties, or cause employees to be removed from these covered duties, and to make required decisions in the testing and evaluation process. The DER receives test results and other communications for the school district.
6. “Department of Transportation” (DOT) means United States Department of Transportation.
7. “Direct Observation” means observation of alcohol or controlled substances use and does not include observation of employee behavior or physical characteristics sufficient to warrant reasonable suspicion testing.
8. “Driver” is any person who operates a CMV, including full-time, regularly employed drivers, casual, intermittent or occasional drivers, leased drivers, and independent owner-operator contractors.
9. “Evidential Breath Testing Device” (EBT) means a device approved by the National Highway Traffic Safety Administration for the evidentiary testing of breath for alcohol concentration and placed on its Conforming Products List for such devices.
10. “Licensed Medical Practitioner” means a person who is licensed, certified, and/or registered, in accordance with applicable Federal, State, local, or foreign laws and regulations, to prescribe controlled substances and other drugs.
11. “Medical Review Officer” (MRO) means a licensed physician responsible for receiving and reviewing laboratory results generated by the school district’s drug testing program and for evaluating medical explanations for certain drug tests.
12. “Refusal to Submit” (to an alcohol or controlled substances test) means that a driver: (a) fails to appear for any test within a reasonable time, as determined by the school district, consistent with applicable DOT regulations, after being directed to do so; (b) fails to remain at the testing site until the testing process is complete; (c) fails to provide a urine specimen or an adequate amount of saliva or breath for any DOT drug or alcohol test; (d) fails to permit the observation or monitoring of the driver’s provision of a specimen in the case of a directly observed or monitored collection in a drug test; (e) fails to provide a sufficient breath specimen or sufficient amount of urine when directed and a determination has been made that no adequate medical explanation for the failure exists; (f) fails or declines to take an additional test as directed by the school district or the collector; (g) fails to undergo a medical examination or evaluation, as directed by the MRO or the DER; (h) fails to cooperate with

any part of the testing process (e.g., refuses to empty pockets when so directed by the collector, behaves in a confrontational way that disrupts the collection process, fails to wash hands after being directed to do so by the collector, fails to sign the certification on the forms); (i) fails to follow the observer's instructions, in an observed collection, to raise the driver's clothing above the waist, lower clothing and underpants, and to turn around to permit the observer to determine if the driver has any type of prosthetic or other device that could be used to interfere with the collection process; (j) possesses or wears a prosthetic or other device that could be used to interfere with the collection process; (k) admits to the collector or MRO that the driver adulterated or substituted the specimen; or (l) is reported by the MRO as having a verified adulterated or substituted test result. An applicant who fails to appear for a pre-employment test, who leaves the testing site before the pre-employment testing process commences, or who does not provide a urine specimen because he or she has left before it commences is not deemed to have refused to submit to testing.

13. "Safety-Sensitive Functions" are on-duty functions from the time the driver begins work or is required to be in readiness to work until relieved from work and all responsibility for performing work, and include such functions as driving, loading and unloading vehicles, or supervising or assisting in the loading or unloading of vehicles, servicing, repairing, obtaining assistance to repair, or remaining in attendance during the repair of a disabled vehicle.
14. "Screening Test Technician" (STT) means anyone who instructs and assists individuals in the alcohol testing process and operates an ASD.
15. "Stand Down" means the practice of temporarily removing an employee from performing safety-sensitive functions based only upon a laboratory report to the MRO of a confirmed positive test for a drug or drug metabolite, an adulterated test, or a substituted test before the MRO completes the verification process.
16. "Substance Abuse Professional" (SAP) means a qualified person who evaluates employees who have violated a DOT drug and alcohol regulation and makes recommendations concerning education, treatment, follow-up testing, and aftercare.

C. Policy and Educational Materials

1. The school district shall provide a copy of this policy and procedures to each driver prior to the start of its alcohol and drug testing program and to each driver subsequently hired or transferred into a position requiring driving of a CMV.

2. The school district shall provide to each driver information required under Title 49 of the Code of Federal Regulations, including information concerning the effects of alcohol and controlled substances use on an individual's health, work, and personal life; signs and symptoms of an alcohol or controlled substance problem (the driver's or a coworker's); and available methods of intervening when an alcohol or controlled substance problem is suspected, including confrontation, referral to an employee assistance program, and/or referral to management.
3. The school district shall provide written notice to representatives of employee organizations that the information described above is available.
4. The school district shall require each driver to sign a statement certifying that the driver received a copy of the policy and materials. This statement should be in the form of Attachment A to this policy. The school district will maintain the original signed certificate and will provide a copy to the driver if the driver so requests.

D. Alcohol and Controlled Substances Testing Program Manager

1. The program manager will coordinate the implementation, direction, and administration of the alcohol and controlled substances testing policy for bus drivers. The program manager is the principal contact for the collection site, the testing laboratory, the MRO, the BAT, the SAP, and the person submitting to the test. Employee questions concerning this policy shall be directed to the program manager.
2. The school district shall designate a program manager and provide written notice of the designation to each driver along with this policy.

E. Specific Prohibitions for Drivers

1. Alcohol Concentration. No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater. Drivers who test greater than 0.04 will be taken out of service and will be subject to evaluation by a professional and retesting at the driver's expense.
2. Alcohol Possession. No driver shall be on duty or operate a CMV while the driver possesses alcohol.
3. On-Duty Use. No driver shall use alcohol while performing safety-sensitive functions.
4. Pre-Duty Use. No driver shall perform safety-sensitive functions within four (4) hours after using alcohol.

5. Use Following an Accident. No driver required to take a post-accident test shall use alcohol for eight (8) hours following the accident, or until the driver undergoes a post-accident alcohol test, whichever occurs first.
6. Refusal to Submit to a Required Test. No driver shall refuse to submit to an alcohol or controlled substances test required by post-accident, random, reasonable suspicion, return-to-duty, or follow-up testing requirements. A verified adulterated or substituted drug test shall be considered a refusal to test.
7. Use of Controlled Substances. No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any controlled substance, except when the use is pursuant to instructions (which have been presented to the school district) from a licensed medical practitioner who is familiar with the driver's medical history and has advised the driver that the substance does not adversely affect the driver's ability to safely operate a CMV. Controlled substance includes medical cannabis, regardless of whether the driver is enrolled in the state registry program.
8. Positive, Adulterated, or Substituted Test for Controlled Substance. No driver shall report for duty, remain on duty, or perform a safety-sensitive function if the driver tests positive for controlled substances, including medical cannabis, or has adulterated or substituted a test specimen for controlled substances.
9. General Prohibition. Drivers are also subject to the general policies and procedures of the school district that prohibit possession, transfer, sale, exchange, reporting to work under the influence of drugs or alcohol, and consumption of drugs or alcohol while at work or while on school district premises or operating any school district vehicle, machinery, or equipment.

F. Other Alcohol-Related Conduct

No driver found to have an alcohol concentration of 0.02 or greater but less than 0.04 shall perform safety-sensitive functions for at least twenty-four (24) hours following administration of the test. The school district will not take any action under this policy other than removal from safety-sensitive functions based solely on test results showing an alcohol concentration of less than 0.04 but may take action otherwise consistent with law and the policies of the school district.

G. Prescription Drugs/Cannabinoid Products

A driver shall inform the driver's supervisor if at any time the driver is using a controlled substance pursuant to a physician's prescription. The physician's instructions shall be presented to the school district upon request. Use of a

prescription drug shall be allowed if the physician has advised the driver that the prescribed drug will not adversely affect the driver's ability to safely operate a CMV. Use of medical cannabis is prohibited notwithstanding the driver's enrollment in the patient registry. Use of nonintoxicating cannabinoids or edible cannabinoid products is not a legitimate medical explanation for a confirmed positive test result for marijuana. MROs will verify a drug test confirmed as positive, even if a driver claims to have only used nonintoxicating cannabinoids or edible cannabinoid product.

## H. Testing Requirements

### 1. Pre-Employment Testing

- a. A driver applicant shall undergo testing for [alcohol and] controlled substances, including medical cannabis, before the first time the driver performs safety-sensitive functions for the school district.
- b. Tests shall be conducted only after the applicant has received a conditional offer of employment.
- c. To be hired, the applicant must test negative and must sign an agreement in the form of Attachment B to this policy, authorizing former employers to release to the school district all information on the applicant's alcohol tests with results of blood alcohol concentration of 0.04 or higher, or verified positive results for controlled substances, including medical cannabis, or refusals to be tested (including verified adulterated or substituted drug test results), or any other violations of DOT agency drug and alcohol testing regulations, or, if the applicant violated the testing regulations, documentation of the applicant's successful completion of DOT return-to-duty requirements (including follow-up tests), within the preceding two (2) years.
- d. The applicant also must be asked whether he or she has tested positive, or refused to test, on any pre-employment drug or alcohol test administered by an employer to which the employee, during the last two (2) years, applied for, but did not obtain, safety-sensitive transportation work covered by DOT testing rules.
- e. Before employing a driver subject to controlled substances and alcohol testing, the school district must conduct a full pre-employment query of the federal Commercial Driver's License (CDL) Drug and Alcohol Clearinghouse ("Clearinghouse") to obtain information about whether the driver (1) has a verified positive, adulterated, or substituted controlled substances test result; (2) has an alcohol confirmation test with a concentration of

0.04 or higher; (3) has refused to submit to a test in violation of federal law; or (4) that an employer has reported actual knowledge that the driver used alcohol on duty, before duty, or following an accident in violation of federal law or used a controlled substance in violation of federal law. The applicant must give specific written or electronic consent for the school district to conduct the Clearinghouse full query. The school district shall retain the consent for three (3) years from the date of the query.

3. Post-Accident Testing

- a. As soon as practicable following an accident involving a CMV, the school district shall test the driver for alcohol and controlled substances, including medical cannabis, if the accident involved the loss of human life or if the driver receives a citation for a moving traffic violation arising from an accident which results in bodily injury or disabling damage to a motor vehicle.
- b. Drivers should be tested for alcohol use within two (2) hours and no later than eight (8) hours after the accident.
- c. Drivers should be tested for controlled substances, including medical cannabis, no later than thirty-two (32) hours after the accident.
- d. A driver subject to post-accident testing must remain available for testing, or shall be considered to have refused to submit to the test.
- e. If a post-accident alcohol test is not administered within two (2) hours following the accident, the school district shall prepare and maintain on file a record stating the reasons the test was not promptly administered and continue to attempt to administer the alcohol test within eight (8) hours.
- f. If a post-accident alcohol test is not administered within eight (8) hours following the accident or a post-accident controlled substances test is not administered within thirty-two (32) hours following the accident, the school district shall cease attempts to administer the test, and prepare and maintain on file a record stating the reasons for not administering the test.
- g. The school district shall report drug and alcohol program violations to the Clearinghouse as required under federal law.

4. Random Testing

- a. The school district shall conduct tests on a random basis at

unannounced times throughout the year, as required by the federal regulations.

- b. The school district shall test for alcohol at a minimum annual percentage rate of 10% of the average number of driver positions, and for controlled substances, including medical cannabis, at a minimum annual percentage of 50%.
- c. The school district shall adopt a scientifically valid method for selecting drivers for testing, such as random number table or a computer-based random number generator that is matched with identifying numbers of the drivers. Each driver shall have an equal chance of being tested each time selections are made. Each driver selected for testing shall be tested during the selection period.
- d. Random tests shall be unannounced. Dates for administering random tests shall be spread reasonably throughout the calendar year.
- e. Drivers shall proceed immediately to the collection site upon notification of selection; provided, however, that if the driver is performing a safety-sensitive function, other than driving, at the time of notification, the driver shall cease to perform the function and proceed to the collection site as soon as possible.

5. Reasonable Suspicion Testing

- a. The school district shall require a driver to submit to an alcohol test and/or controlled substances, including medical cannabis, test when a supervisor or school district official, who has been trained in accordance with the regulations, has reasonable suspicion to believe that the driver has used alcohol and/or controlled substances, including medical cannabis, on duty, within four (4) hours before coming on duty, or just after the period of the work day. The test shall be done as soon as practicable following the observation of the behavior indicative of the use of controlled substances or alcohol.
- b. The reasonable suspicion determination must be based on specific, contemporaneous, articulable observations concerning the driver's appearance, behavior, speech, or body odors. The required observations for reasonable suspicion of a controlled substances violation may include indications of the chronic and withdrawal effects of controlled substances.
- c. Alcohol testing shall be administered within two (2) hours following a determination of reasonable suspicion. If it is not done

within two (2) hours, the school district shall prepare and maintain a record explaining why it was not promptly administered and continue to attempt to administer the alcohol test within eight (8) hours. If an alcohol test is not administered within eight (8) hours following the determination of reasonable suspicion, the school district shall cease attempts to administer the test and state in the record the reasons for not administering the test.

d. The supervisor or school district official who makes observations leading to a controlled substances reasonable suspicion test shall make and sign a written record of the observations within twenty-four (24) hours of the observed behavior or before the results of the drug test are released, whichever is earlier.

6. Return-To-Duty Testing. A driver found to have violated this policy shall not return to work until an SAP has determined the employee has successfully complied with prescribed education and/or treatment and until undergoing return-to-duty tests indicating an alcohol concentration of less than 0.02 and a confirmed negative result for the use of controlled substances. The school district is not required to return a driver to safety-sensitive duties because the driver has met these conditions; this is a personnel decision subject to collective bargaining agreements or other legal requirements.

7. Follow-Up Testing. When an SAP has determined that a driver is in need of assistance in resolving problems with alcohol and/or controlled substances, the driver shall be subject to unannounced follow-up testing as directed by the SAP for up to sixty (60) months after completing a treatment program.

8. Refusal to Submit and Attendant Consequences

a. A driver or driver applicant may refuse to submit to drug and alcohol testing.

b. Refusal to submit to a required drug or alcohol test subjects the driver or driver applicant to the consequences specified in federal regulations as well as the civil and/or criminal penalty provisions of 49 United States Code section 521(b). In addition, a refusal to submit to testing establishes a presumption that the driver or driver applicant would test positive if a test were conducted and makes the driver or driver applicant subject to discipline or disqualification under this policy.

c. A driver applicant who refuses to submit to testing shall be disqualified from further consideration for the conditionally offered position.

- d. An employee who refuses to submit to testing shall not be permitted to perform safety-sensitive functions and will be considered insubordinate and subject to disciplinary action, up to and including dismissal. If an employee is offered an opportunity to return to a DOT safety-sensitive duty, the employee will be evaluated by an SAP and must submit to a return-to-duty test prior to being considered for reassignment to safety-sensitive functions.
- e. Drivers or driver applicants who refuse to submit to required testing will be required to sign Attachment C to this policy.

I. Testing Procedures

1. Drug Testing

- a. Drug testing is conducted by analyzing a donor's urine specimen. Split urine samples will be collected in accordance with federal regulations. The donor will provide a urine sample at a designated collection site. The collection site personnel will then pour the sample into two sample bottles, labeled "primary" and "split," seal the specimen bottles, complete the chain of custody form, and prepare the specimen bottles for shipment to the testing laboratory for analysis. The specimen preparation shall be conducted in sight of the donor.
- b. If the donor is unable to provide the appropriate quantity of urine, the collection site person shall instruct the individual to drink up to forty (40) ounces of fluid distributed reasonably through a period of up to three (3) hours to attempt to provide a sample. If the individual is still unable to provide a complete sample, the test shall be discontinued and the school district notified. The DER shall refer the donor for a medical evaluation to determine if the donor's inability to provide a specimen is genuine or constitutes a refusal to test. For pre-employment testing, the school district may elect to not have a referral made, and revoke the employment offer.
- c. Drug test results are reported directly to the MRO by the testing laboratory. The MRO reports the results to the DER. If the results are negative, the school district is informed and no further action is necessary. If the test result is confirmed positive, adulterated, substituted, or invalid, the MRO shall give the donor an opportunity to discuss the test result. The MRO will contact the donor directly, on a confidential basis, to determine whether the donor wishes to discuss the test result. The MRO shall notify each donor that the donor has seventy-two (72) hours from the time of notification in which to request a test of the split specimen at the

donor's expense. No split specimen testing is done for an invalid result.

- d. If the donor requests an analysis of the split specimen within seventy-two (72) hours of having been informed of a confirmed positive test, the MRO shall direct, in writing, the laboratory to provide the split specimen to another Department of Health and Human Services – SAMHSA certified laboratory for analysis. If the donor has not contacted the MRO within seventy-two (72) hours, the donor may present the MRO information documenting that serious illness, injury, inability to contact the MRO, lack of actual notice of the confirmed positive test, or other circumstances unavoidably prevented the donor from timely making contact. If the MRO concludes that a legitimate explanation for the donor's failure to contact him/her within seventy-two (72) hours exists, the MRO shall direct the analysis of the split specimen. The MRO will review the confirmed positive test result to determine whether an acceptable medical reason for the positive result exists. The MRO shall confirm and report a positive test result to the DER and the employee when no legitimate medical reason for a positive test result as received from the testing laboratory exists.
- e. If, after making reasonable efforts and documenting those efforts, the MRO is unable to reach the donor directly, the MRO must contact the DER who will direct the donor to contact the MRO. If the DER is unable to contact the donor, the donor will be suspended from performing safety-sensitive functions.
- f. The MRO may confirm the test as a positive without having communicated directly with the donor about the test results under the following circumstances:
  - (1) The donor expressly declines the opportunity to discuss the test results;
  - (2) The donor has not contacted the MRO within seventy-two (72) hours of being instructed to do so by the DER; or
  - (3) The MRO and the DER, after making and documenting all reasonable efforts, have not been able to contact the donor within ten (10) days of the date the confirmed test result was received from the laboratory.

## 2. Alcohol Testing

- a. The federal alcohol testing regulations require testing to be administered by a BAT using an EBT or an STT using an ASD.

EBTs and ASDs can be used for screening tests but only EBTs can be used for confirmation tests.

- b. Any test result less than 0.02 alcohol concentration is considered a “negative” test.
- c. If the donor is unable to provide sufficient saliva for an ASD, the DER will immediately arrange to use an EBT. If the donor attempts and fails to provide an adequate amount of breath, the school district will direct the donor to obtain a written evaluation from a licensed physician to determine if the donor’s inability to provide a breath sample is genuine or constitutes a refusal to test.
- d. If the screening test results show alcohol concentration of 0.02 or higher, a confirmatory test conducted on an EBT will be required to be performed between fifteen (15) and thirty (30) minutes after the completion of the screening test.
- e. Alcohol tests are reported directly to the DER.

J. Driver/Driver Applicant Rights

- 1. All drivers and driver applicants subject to the controlled substances testing provisions of this policy who receive a confirmed positive test result for the use of controlled substances have the right to request, at the driver’s or driver applicant’s expense, a confirming retest of the split urine sample. If the confirming retest is negative, no adverse action will be taken against the driver, and a driver applicant will be considered for employment.
- 2. The school district will not discharge a driver who, for the first time, receives a confirmed positive drug or alcohol test UNLESS:
  - a. The school district has first given the employee an opportunity to participate in, at the employee’s own expense or pursuant to coverage under an employee benefit plan, either a drug or alcohol counseling or rehabilitation program, whichever is more appropriate, as determined by the school district after consultation with the SAP; and
  - b. The employee refuses to participate in the recommended program, or fails to successfully complete the program as evidenced by withdrawal before its completion or by a positive test result on a confirmatory test after completion of the program.
  - c. This limitation on employee discharge does not bar discharge of an employee for reasons independent of the first confirmed positive

test result.

K. Testing Laboratory

The testing laboratory for controlled substances will be Medtox Laboratories, Inc., 402 W. County Road D, West St. Paul, MN 55112, which is a laboratory certified by the Department of Health and Human Services – SAMHSA to perform controlled substances testing pursuant to federal regulations.

L. Confidentiality of Test Results

All alcohol and controlled substances test results and required records of the drug and alcohol testing program are considered confidential information under federal law and private data on individuals as that phrase is defined in Minnesota Statutes, Chapter 13. Any information concerning the individual’s test results and records shall not be released without written permission of the individual, except as provided for by regulation or law.

M. Recordkeeping Requirements and Retention of Records

1. The school district shall keep and maintain records in accordance with the federal regulations in a secure location with controlled access.

2. The required records shall be retained for the following minimum periods:

Basic records	5 years
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“Basic records” includes records of: (a) alcohol test results with concentration of 0.02 or greater; (b) verified positive drug test results; (c) refusals to submit to required tests (including substituted or adulterated drug test results); (d) SAP reports; (e) all follow-up tests and schedules for follow-up tests; (f) calibration documentation; (g) administration of the testing programs; and (h) each annual calendar year summary.

Information obtained from previous employers	3 years
Alcohol and controlled substance collection procedures	2 years
Negative and cancelled controlled substance tests	1 year
Alcohol tests with less than 0.02 concentration	1 year
Education and training records	indefinite

“Education and training records” must be maintained while the individuals perform the functions which require training and for the two (2) years after ceasing to perform those functions.

3. Personal Information

Personal information about all individuals who undergo any required testing under this policy will be shared with the U.S. DOT Drug & Alcohol Clearinghouse (“Clearinghouse”) as required under federal law, including:

- a. The name of the person tested;
- b. Any verified positive, adulterated, or substituted drug test result;
- c. Any alcohol confirmation test with a BAC concentration of 0.04 or higher;
- d. Any refusal to submit to any test required hereunder;
- e. Any report by a supervisor of actual knowledge of use as follows
  - i. Any on-duty alcohol use;
  - ii. Any pre-duty alcohol use;
  - iii. Any alcohol use following an accident; and
  - iv. Any controlled substance use.
- f. Any report from a substance abuse professional certifying successful completion of the return-to-work process;
- g. Any negative return-to-duty test; and
- h. Any employer’s report of completion of follow-up testing.

N. Training

The school district shall ensure all persons designated to supervise drivers receive training. The designated employees shall receive at least sixty (60) minutes of training on alcohol misuse and at least sixty (60) minutes of training on controlled substances use. The training shall include physical, behavioral, speech, and performance indicators of probable misuse of alcohol and use of controlled substances. The training will be used by the supervisors to make determinations of reasonable suspicion.

O. Consequences of Prohibited Conduct and Enforcement

1. Removal. The school district shall remove a driver who has engaged in prohibited conduct from safety-sensitive functions. A driver shall not be permitted to return to safety-sensitive functions until and unless the return-to-duty requirements of federal DOT regulations have been completed.

2. Referral, Evaluation, and Treatment

- a. A driver or driver applicant who has engaged in prohibited conduct shall be provided a listing of SAPs readily available to the driver or applicant and acceptable to the school district.
- b. If the school district offers a driver an opportunity to return to a DOT safety-sensitive duty following a violation, the driver must be evaluated by an SAP and the driver is required to successfully comply with the SAP's evaluation recommendations (education, treatment, follow-up evaluation(s), and/or ongoing services). The school district is not required to provide an SAP evaluation or any subsequent recommended education or treatment.
- c. Drivers are responsible for payment for SAP evaluations and services unless a collective bargaining agreement or employee benefit plan provides otherwise.
- d. Drivers who engage in prohibited conduct also are required to comply with follow-up testing requirements.

3. Disciplinary Action

- a. Any driver who refuses to submit to post-accident, random, reasonable suspicion, or follow-up testing not only shall not perform or continue to perform safety-sensitive functions, but also may be subject to disciplinary action, which may include immediate suspension without pay and/or immediate discharge.
- b. Drivers who test positive with verification of a confirmatory test or are otherwise found to be in violation of this policy or the federal regulations shall be subject to disciplinary action, which may include immediate suspension without pay and/or immediate discharge.
- c. Nothing in this policy limits or restricts the right of the school district to discipline or discharge a driver for conduct which not only constitutes prohibited conduct under this policy but also violates the school district's other rules or policies.

P. Other Testing

The school district may request or require that drivers submit to drug and alcohol testing other than that required by federal law. For example, drivers may be requested or required to undergo drug and alcohol testing on an annual basis as part of a routine physical examination. Such additional testing of drivers will be

conducted only in accordance with the provisions of this policy and as provided in Minnesota Statutes, sections 181.950-181.957. For purposes of such additional, non-mandatory testing, drivers fall within the definition of “other employees” covered by Section IV. of this policy.

Q. Report to Clearinghouse

The school district shall promptly submit to the Clearinghouse any record generated of an individual who refuses to take an alcohol or controlled substance test required under Title 49, Code of Federal Regulations, tests positive for alcohol or a controlled substance in violation of federal regulations, or violates subpart B of Part 382 of Title 49, Code of Federal Regulations (or any subsequent corresponding regulations).

R. Annual Clearinghouse Query

1. The school district must conduct a query of the Clearinghouse record at least once per year for information for all employees subject to controlled substance and alcohol testing related to CMV operation to determine whether information exists in the Clearinghouse about those employees. In lieu of a full query, the school district may obtain the individual driver’s consent to conduct a limited query to satisfy the annual query requirement. The limited query will tell the employer whether there is information about the driver in the Clearinghouse but will not release that information to the employer. If the limited query shows that information exists in the Clearinghouse about the driver, the school district must conduct a full query within twenty-four (24) hours or must not allow the driver to continue to perform any safety-sensitive function until the employee conducts the full query and the results confirm the driver’s Clearinghouse record contains no prohibitions showing the driver has a verified positive, adulterated or substitute controlled substance test, no alcohol confirmation test with a concentration of 0.04 or higher, refuses to submit to a test, or was reported to have used alcohol on duty, before duty, following an accident or otherwise used a controlled substance in violation of the regulations except where the driver completed the SAP evaluation, referral and education/treatment process as required by the regulations. The school district shall comply with the query requirements set forth in 49 Code of Federal Regulations 382.701.

2. The school district may not access an individual’s Clearinghouse record unless the school district (1) obtains the individual’s prior written or electronic consent for access to the record; and (2) submits proof of the individual’s consent to the Clearinghouse. The school district must retain the consent for three (3) years from the date of the last query. The school district shall retain for three (3) years a record of each request for records from the Clearinghouse and the information received pursuant to the request.

3. The school district shall protect the individual's privacy and confidentiality of each Clearinghouse record it receives. The school district shall ensure that information contained in a Clearinghouse record is not divulged to a person or entity not directly involved in assessing and evaluating whether a prohibition applies with respect to the individual to operate a CMV for the school district.
4. The school district may use an individual's Clearinghouse record only to assess and evaluate whether a prohibition applies with respect to the individual to operate a CMV for the school district.

#### **IV. DRUG AND ALCOHOL TESTING FOR OTHER EMPLOYEES**

The school district may request or require drug and alcohol testing for other school district personnel, i.e., employees who are not school bus drivers, or job applicants for such positions. The school district does not have a legal duty to request or require any employee or job applicant to undergo drug and alcohol testing as authorized in this policy, except for school bus drivers and other drivers of CMVs who are subject to federally mandated testing. (See Section III. of this policy.) If a school bus driver is requested or required to submit to drug or alcohol testing beyond that mandated by federal law, the provisions of Section IV. of this policy will be applicable to such testing.

##### **A. Circumstances Under Which Drug or Alcohol Testing May Be Requested or Required:**

###### **1. General Limitations**

- a. The school district will not request or require an employee or job applicant whose position does not require a commercial driver's license to undergo drug or alcohol testing, unless the testing is done pursuant to this drug and alcohol testing policy; and is conducted by a testing laboratory that meets one of the criteria listed in Minnesota Statutes, section 181.953, subdivision 1.
- b. The school district will not request or require an employee or job applicant whose position does not require a commercial driver's license to undergo drug and alcohol testing on an arbitrary and capricious basis.

###### **2. Job Applicant Testing**

The school district may request or require any job applicant whose position does not require a commercial driver's license to undergo drug and alcohol testing, provided a job offer has been made to the applicant and the same test is requested or required of all job applicants

conditionally offered employment for that position. If a job applicant has received a job offer which is contingent on the applicant's passing drug and alcohol testing, the school district may not withdraw the offer based on a positive test result from an initial screening test that has not been verified by a confirmatory test. In the event the job offer is subsequently withdrawn, the school district shall notify the job applicant of the reason for its action.

3. Random Testing

The school district may request or require employees to undergo drug and alcohol testing on a random selection basis only if they are employed in safety-sensitive positions.

4. Reasonable Suspicion Testing

The school district may request or require any employee to undergo drug and alcohol testing if the school district has a reasonable suspicion that the employee:

- a. is under the influence of drugs or alcohol;
- b. has violated the school district's written work rules prohibiting the use, possession, sale, or transfer of drugs or alcohol while the employee is working or while the employee is on the school district's premises or operating the school district's vehicles, machinery, or equipment;
- c. has sustained a personal injury, as that term is defined in Minnesota Statutes, section 176.011, subdivision 16, or has caused another employee to sustain a personal injury; or
- d. has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident.

5. Treatment Program Testing

The school district may request or require any employee to undergo drug and alcohol testing if the employee has been referred by the school district for chemical dependency treatment or evaluation or is participating in a chemical dependency treatment program under an employee benefit plan, in which case the employee may be requested or required to undergo drug and alcohol testing without prior notice during the evaluation or treatment period and for a period of up to two (2) years following completion of any prescribed chemical dependency treatment program.

6. Routine Physical Examination Testing

The school district may request or require any employee to undergo drug and alcohol testing as part of a routine physical examination provided the drug or alcohol test is requested or required no more than once annually and the employee has been given at least two weeks' written notice that a drug or alcohol test may be requested or required as part of the physical examination.

B. No Legal Duty to Test

The school district does not have a legal duty to request or require any employee or job applicant whose position does not require a commercial driver's license to undergo drug and alcohol testing.

C. Definitions

1. "Drug" means a controlled substance as defined in Minnesota Statutes, including medical cannabis, regardless of enrollment in the state registry program.
2. "Drug and Alcohol Testing," "Drug or Alcohol Testing," and "Drug or Alcohol Test" mean analysis of a body component sample by a testing laboratory that meets one of the criteria listed in Minnesota Statutes, section 181.953, subdivision 1, for the purpose of measuring the presence or absence of drugs, alcohol, or their metabolites in the sample tested.
3. "Other Employees" means any persons, independent contractors, or persons working for an independent contractor who perform services for the school district for compensation, either full time or part time, in whatever form, except for persons whose positions require a commercial driver's license, and includes both professional and nonprofessional personnel. Persons whose positions require a commercial driver's license are primarily governed by the provisions of the school district's drug and alcohol testing policy relating to school bus drivers (Section III.). To the extent that the drug and alcohol testing of persons whose positions require a commercial driver's license is not mandated by federal law and regulations, such testing shall be governed by Section IV. of this policy and the drivers shall fall within this definition of "other employees."
4. "Job Applicant" means a person, independent contractor, or person working for an independent contractor who applies to become an employee of the school district in a position that does not require a commercial driver's license, and includes a person who has received a job offer made contingent on the person's passing drug or alcohol testing. Job applicants for positions requiring a commercial driver's license are governed by the provisions of the school district's drug and alcohol testing

policy relating to school bus drivers (Section III.).

5. “Positive test result” means a finding of the presence of drugs, alcohol, or their metabolites in the sample tested in levels at or above the threshold detection levels contained in the standards of one of the programs listed in Minnesota Statutes, section 181.953, subdivision 1.
6. “Random Selection Basis” means a mechanism for selection of employees that:
  - a. results in an equal probability that any employee from a group of employees subject to the selection mechanism will be selected; and
  - b. does not give the school district discretion to waive the selection of any employee selected under the mechanism.
7. “Reasonable Suspicion” means a basis for forming a belief based on specific facts and rational inferences drawn from those facts.
8. “Safety-Sensitive Position” means a job, including any supervisory or management position, in which an impairment caused by drug or alcohol usage would threaten the health or safety of any person.

D. Right of Other Employee or Job Applicant to Refuse Drug and Alcohol Testing and Consequences of Such Refusal

1. Right of Other Employee or Job Applicant to Refuse Drug and Alcohol Testing

Any employee or job applicant whose position does not require a commercial driver’s license has the right to refuse drug and alcohol testing subject to the provisions contained in Paragraphs 2. and 3. of Section IV.D.

2. Consequences of an Employee’s Refusal to Undergo Drug and Alcohol Testing

Any employee in a position that does not require a commercial driver’s license who refuses to undergo drug and alcohol testing in the circumstances set out in the Random Testing, Reasonable Suspicion Testing, and Treatment Program Testing provisions of this policy may be subject to disciplinary action, up to and including immediate discharge.

3. Consequences of a Job Applicant’s Refusal to Undergo Drug and Alcohol Testing

Any job applicant for a position which does not require a commercial

driver's license who refuses to undergo drug and alcohol testing pursuant to the Job Applicant Testing provision of this policy shall not be employed.

E. Reliability and Fairness Safeguards

1. Pretest Notice

Before requesting an employee or job applicant whose position does not require a commercial driver's license to undergo drug or alcohol testing, the school district shall provide the employee or job applicant with a Pretest Notice in the form of Attachment D to this policy on which to acknowledge that the employee or job applicant has received the school district's drug and alcohol testing policy.

2. Notice of Test Results

Within three (3) working days after receipt of a test result report from the testing laboratory, the school district shall inform in writing an employee or job applicant who has undergone drug or alcohol testing of a negative test result on an initial screening test or of a negative or positive test result on a confirmatory test.

3. Notice of and Right to Test Result Report

Within three (3) working days after receipt of a test result report from the testing laboratory, the school district shall inform in writing, an employee or job applicant who has undergone drug or alcohol testing of the employee or job applicant's right to request and receive from the school district a copy of the test result report on any drug or alcohol test.

4. Notice of and Right to Explain Positive Test Result

a. If an employee or job applicant has a positive test result on a confirmatory test, the school district shall provide the individual with notice of the test results and, at the same time, written notice of the right to explain the results and to submit additional information.

b. The school district may request that the employee or job applicant indicate any over-the-counter or prescription medication that the individual is currently taking or has recently taken and any other information relevant to the reliability of, or explanation for, a positive test result.

c. The employee may present verification of enrollment in the medical cannabis patient registry as part of the employee's

explanation.

- d. Use of nonintoxicating cannabinoids or edible cannabinoid products is not a legitimate medical explanation for a confirmed positive test result for marijuana. MROs will verify a drug test confirmed as positive, even if an employee claims to have only used nonintoxicating cannabinoids or edible cannabinoid product.
- e. Within three (3) working days after notice of a positive test result on a confirmatory test, an employee or job applicant may submit information (in addition to any information already submitted) to the school district to explain that result.

5. Notice of and Right to Request Confirmatory Retests

- a. If an employee or job applicant has a positive test result on a confirmatory test, the school district shall provide the individual with notice of the test results and, at the same time, written notice of the right to request a confirmatory retest of the original sample at his or her expense.
- b. An employee or job applicant may request a confirmatory retest of the original sample at his or her own expense after notice of a positive test result on a confirmatory test. Within five (5) working days after notice of the confirmatory test result, the employee or job applicant shall notify the school district in writing of his or her intention to obtain a confirmatory retest. Within three (3) working days after receipt of the notice, the school district shall notify the original testing laboratory that the employee or job applicant has requested the laboratory to conduct the confirmatory retest or to transfer the sample to another laboratory licensed under Minnesota Statutes, section 181.953, subdivision 1 to conduct the confirmatory retest. The original testing laboratory shall ensure that appropriate chain-of-custody procedures are followed during transfer of the sample to the other laboratory. The confirmatory retest must use the same drug or alcohol threshold detection levels as used in the original confirmatory test. If the confirmatory retest does not confirm the original positive test result, no adverse personnel action based on the original confirmatory test may be taken against the employee or job applicant.

6. If an employee or job applicant has a positive test result on a confirmatory test, the school district, at the time of providing notice of the test results, shall also provide written notice to inform the individual of other rights provided under Sections F. or G., below, whichever is applicable.

Attachments E and F to this policy provide the Notices described in

Paragraphs 2. through 6. of this Section E.

F. Discharge and Discipline of Employees Whose Positions Do Not Require a Commercial Driver's License

1. The school district may not discharge, discipline, discriminate against, request, or require rehabilitation of an employee on the basis of a positive test result from an initial screening test that has not been verified by a confirmatory test.
2. In the case of a positive test result on a confirmatory test, the employee shall be subject to discipline which includes, but is not limited to, immediate suspension without pay and immediate discharge, pursuant to the provisions of this policy.
3. The school district may not discharge an employee for whom a positive test result on a confirmatory test was the first such result for the employee on a drug or alcohol test requested by the school district, unless the following conditions have been met:
  - a. The school district has first given the employee an opportunity to participate in, at the employee's own expense or pursuant to coverage under an employee benefit plan, either a drug or alcohol counseling or rehabilitation program, whichever is more appropriate, as determined by the school district after consultation with a certified chemical abuse counselor or a physician trained in the diagnosis and treatment of chemical dependency; and
  - b. The employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete the program, as evidenced by withdrawal from the program before its completion or by a positive test result on a confirmatory test after completion of the program.
4. Notwithstanding Paragraph 1., the school district may temporarily suspend the tested employee or transfer that employee to another position at the same rate of pay pending the outcome of the confirmatory test and, if requested, the confirmatory retest, provided the school district believes that it is reasonably necessary to protect the health or safety of the employee, co-employees or the public. An employee who has been suspended without pay must be reinstated with back pay if the outcome of the confirmatory test or requested confirmatory retest is negative.
5. The school district may not discharge, discipline, discriminate against, request, or require rehabilitation of an employee on the basis of medical history information or the employee's status as a patient enrolled in the medical cannabis registry program revealed to the school district, unless

the employee was under an affirmative duty to provide the information before, upon, or after hire, or failing to do so would violate federal law or regulations or cause the school district to lose money or licensing-related benefit under federal law or regulations.

6. The school district may not discriminate against any employee in termination, discharge, or any term of condition of employment or otherwise penalize an employee based upon an employee registered patient's positive drug test for cannabis components or metabolites, unless the employee used, possessed, or was impaired by medical cannabis on school district property during the hours of employment.
7. An employee must be given access to information in the individual's personnel file relating to positive test result reports and other information acquired in the drug and alcohol testing process and conclusions drawn from and actions taken based on the reports or other acquired information.

G. Withdrawal of Job Offer for an Applicant for a Position That Does Not Require a Commercial Driver's License

If a job applicant has received a job offer made contingent on the applicant's passing drug and alcohol testing, the school district may not withdraw the offer based on a positive test result from an initial screening test that has not been verified by a confirmatory test. In the case of a positive test result on a confirmatory test, the school district may withdraw the job offer.

H. Chain-of-Custody Procedures

The school district has established its own reliable chain-of-custody procedures to ensure proper record keeping, handling, labeling, and identification of the samples to be tested. The procedures require the following:

1. Possession of a sample must be traceable to the employee from whom the sample is collected, from the time the sample is collected through the time the sample is delivered to the laboratory;
2. The sample must always be in the possession of, must always be in view of, or must be placed in a secure area by a person authorized to handle the sample;
3. A sample must be accompanied by a written chain-of-custody record; and
4. Individuals relinquishing or accepting possession of the sample must record the time the possession of the sample was transferred and must sign and date the chain-of-custody record at the time of transfer.

I. Privacy, Confidentiality and Privilege Safeguards

1. Privacy Limitations

A laboratory may only disclose to the school district test result data regarding the presence or absence of drugs, alcohol or their metabolites in a sample tested.

2. Confidentiality Limitations

With respect to employees and job applicants, test result reports and other information acquired in the drug or alcohol testing process are private data on individuals as that phrase is defined in Minnesota Statutes Chapter 13, and may not be disclosed by the school district or laboratory to another employer or to a third-party individual, governmental agency, or private organization without the written consent of the employee or job applicant tested.

3. Exceptions to Privacy and Confidentiality Disclosure Limitations

Notwithstanding Paragraphs 1. and 2., evidence of a positive test result on a confirmatory test may be: (1) used in an arbitration proceeding pursuant to a collective bargaining agreement, an administrative hearing under Minnesota Statutes Chapter 43A or other applicable state or local law, or a judicial proceeding, provided that information is relevant to the hearing or proceeding; (2) disclosed to any federal agency or other unit of the United States government as required under federal law, regulation or order, or in accordance with compliance requirements of a federal government contract; and (3) disclosed to a substance abuse treatment facility for the purpose of evaluation or treatment of the employee.

4. Privilege

Positive test results from the school district drug or alcohol testing program may not be used as evidence in a criminal action against the employee or job applicant tested.

J. Notice of Testing Policy to Affected Employees

The school district shall provide written notice of this drug and alcohol testing policy to all affected employees upon adoption of the policy, to a previously non-affected employee upon transfer to an affected position under the policy, and to a job applicant upon hire and before any testing of the applicant if the job offer is made contingent on the applicant's passing drug and alcohol testing. Affected employees and applicants will acknowledge receipt of this written notice in the form of Attachment G to this policy.

**V. POSTING**

The school district shall post notice in an appropriate and conspicuous location on its premises that it has adopted a drug and alcohol testing policy and that copies of the policy are available for inspection during regular business hours by its employees or job applicants in its personnel office or other suitable locations.

***Legal References:*** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. Ch. 43A (State Personnel Management)  
Minn. Stat. § 151.72 (Sale of Certain Cannabinoid Products)  
Minn. Stat. § 152.01 (Definitions)  
Minn. Stat. § 152.22 (Definitions; Medical Cannabis)  
Minn. Stat. § 152.23 (Limitations; Medical Cannabis)  
Minn. Stat. § 152.32 (Protections for Registry Program Participation)  
Minn. Stat. § 176.011, subd. 16 (Definitions; Personal Injury)  
Minn. Stat. §§ 181.950-181.957 (Drug and Alcohol Testing in the Workplace)  
Minn. Stat. § 221.031 (Motor Carrier Rules)  
49 U.S.C. § 31306 (Omnibus Transportation Employee Testing Act of 1991)  
49 U.S.C. 31306a (National Clearinghouse for Controlled Substance and Alcohol Test Results of Commercial Motor Vehicle Operators)  
49 U.S.C. § 521(b) (Civil and Criminal Penalties for Violations)  
49 C.F.R. Parts 40 and 382 (Department of Transportation Rules Implementing Omnibus Transportation Employee Testing Act of 1991)

***Cross-References:*** Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
Policy 406 (Public and Private Personnel Data)  
Policy 417 (Chemical Use and Abuse)  
Policy 418 (Drug-Free Workplace/Drug-Free School)

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

### **I. PURPOSE**

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

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

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

### **III. DEFINITIONS**

- A. "Alcohol" includes any alcoholic beverage, containing more than one-half of one percent alcohol by volume.
- B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code section 812, including analogues and look-alike drugs.
- C. "Edible cannabinoid product" means any product that is intended to be eaten or consumed as a beverage by humans, contains a cannabinoid in combination with food ingredients, and is not a drug.

- D. “Nonintoxicating cannabinoid” means substances extracted from certified hemp plants that do not produce intoxicating effects when consumed by any route of administration.
- E. “Medical cannabis” means any species of the genus cannabis plant, or any mixture or preparation of them, including whole plant extracts and resins, and is delivered in the form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of dried leaves or plant form; (4) combustion with use of dried raw cannabis; or (5) any other method approved by the commissioner.
- F. “Possess” means to have on one’s person, in one’s effects, or in an area subject to one’s control.
- G. “School location” includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.
- H. “Toxic substances” includes: (1) glue, cement, aerosol paint, containing toluene, benzene, xylene, amyl nitrate, butyl nitrate, nitrous oxide, or containing other aromatic hydrocarbon solvents, but does not include glue, cement, or paint contained in a packaged kit for the construction of a model automobile, airplane, or similar item; (2) butane or a butane lighter; or (3) any similar substance declared to be toxic to the central nervous system and to have a potential for abuse, by a rule adopted by the commissioner of health.
- I. “Use” includes to sell, buy, manufacture, distribute, dispense, possess, use, or be under the influence of alcohol, toxic substances, medical cannabis, nonintoxicating cannabinoids (including edible cannabinoid products), and/or controlled substances, whether or not for the purpose of receiving remuneration or consideration.

#### **IV. EXCEPTIONS**

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

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

## V. PROCEDURES

- A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, must comply with the school district's student medication policy.
- B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.
- C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.
- D. Employees are subject to the school district's drug and alcohol testing policies and procedures.
- E. Members of the public are not permitted to possess controlled substances in a school location except with the express permission of the superintendent.
- F. No person is permitted to possess or use medical cannabis on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility. This prohibition includes (1) vaporizing or combusting medical cannabis on any form of public transportation where the vapor or smoke could be inhaled by a minor child or in any public place, including indoor or outdoor areas used by or open to the general public or place of employment; and (2) operating, navigating, or being in actual physical control of any motor vehicle or working on transportation property, equipment or facilities while under the influence of medical cannabis.
- G. Possession of alcohol on school grounds pursuant to the exceptions of Minn. Stat. § 624.701, Subd. 1a, shall be by permission of the school board only. The applicant shall apply for permission in writing and shall follow the school board procedures for placing an item on the agenda.

## VI. ENFORCEMENT

- A. Students

1. Students may be required to participate in programs and activities that provide education against the use of alcohol, tobacco, marijuana, smokeless tobacco products, electronic cigarettes, and nonintoxicating cannabinoids (including edible cannabinoid products),
2. Students may be referred to drug or alcohol assistance or rehabilitation programs; school based mental health services, mentoring and counseling, including early identification of mental health symptoms, drug use and violence and appropriate referral to direct individual or group counselling service. which may be provided by school based mental health services providers; and/or referral to law enforcement officials when appropriate.
3. A student who violates the terms of this policy shall be subject to discipline in accordance with the school district's discipline policy. Such discipline may include suspension or expulsion from school

B. Employees

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

C. The Public

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

***Legal References:*** Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)  
Minn. Stat. § 121A.40-§ 121A.56 (Pupil Fair Dismissal Act)  
Minn. Stat. § 151.72 (Sale of Certain Cannabinoid Products)  
Minn. Stat. § 152.22, subd. 6 (Definitions; Medical Cannabis)  
Minn. Stat. § 152.23 (Limitations; Medical Cannabis)  
Minn. Stat. § 340A.101 (Definitions; Alcoholic Beverage)  
Minn. Stat. § 340A.403 (3.2 Percent Malt Liquor Licenses)  
Minn. Stat. § 340A.404 (Intoxicating Liquor; On-Sale Licenses)  
Minn. Stat. § 609.684 (Abuse of Toxic Substances)  
Minn. Stat. § 624.701 (Alcohol in Certain Buildings or Grounds)  
20 U.S.C. § 7101-71 (Student Support and Academic Enrichment Grants)  
21 U.S.C. § 812 (Schedules of Controlled Substances)  
41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)  
21 C.F.R. §§ 1308.11-1308.15 (Controlled Substances)  
34 C.F.R. Part 84 (Government-Wide Requirements for Drug-Free Workplace)

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

Date Received	Received From	Amount	Requested Purpose
10/6/2022	Wrestling Boosters	5,150.00	Mats
10/6/2022	West Central Initiative	50.00	Chromecast
10/19/2022	Gwen Sobolik	35.00	Angel Funds - In Memory of Tim Bogenreif
10/31/2022	Bell Bank	170.00	

**Total for Month of October                      \$5,405.00**

## MSEA Settlement

- Employees hired after 7/1/2020 will be allowed to accumulate personal days to 5 five days. This was previously four days.
- Employees hired after 7/1/2020 who work 240 days or more, will earn 10 days of vacation with pay. Previously they had no vacation days.
- Increase the district Health Insurance contribution from \$4,500 per year to \$4,900 for FY 2023 and \$5,200 for FY 2024.
- Increase Life Insurance from \$15,000 to \$30,000 in FY 2024.
- Salary Schedule adjustment:
  - Elimination of Step 0
  - Numerous changes to the salary schedules. The details are being left out of this report. These changes are necessary to bring us in compliance MN Pay Equity
  - Total package increase for FY 2023: 7.12%
  - Total package increase for FY 2024: 3.92%

## FORM A

### RESOLUTION OF GOVERNING BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the Governing Board of \_\_\_\_\_ recognizes the value of student participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of \_\_\_\_\_ supports the school's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.



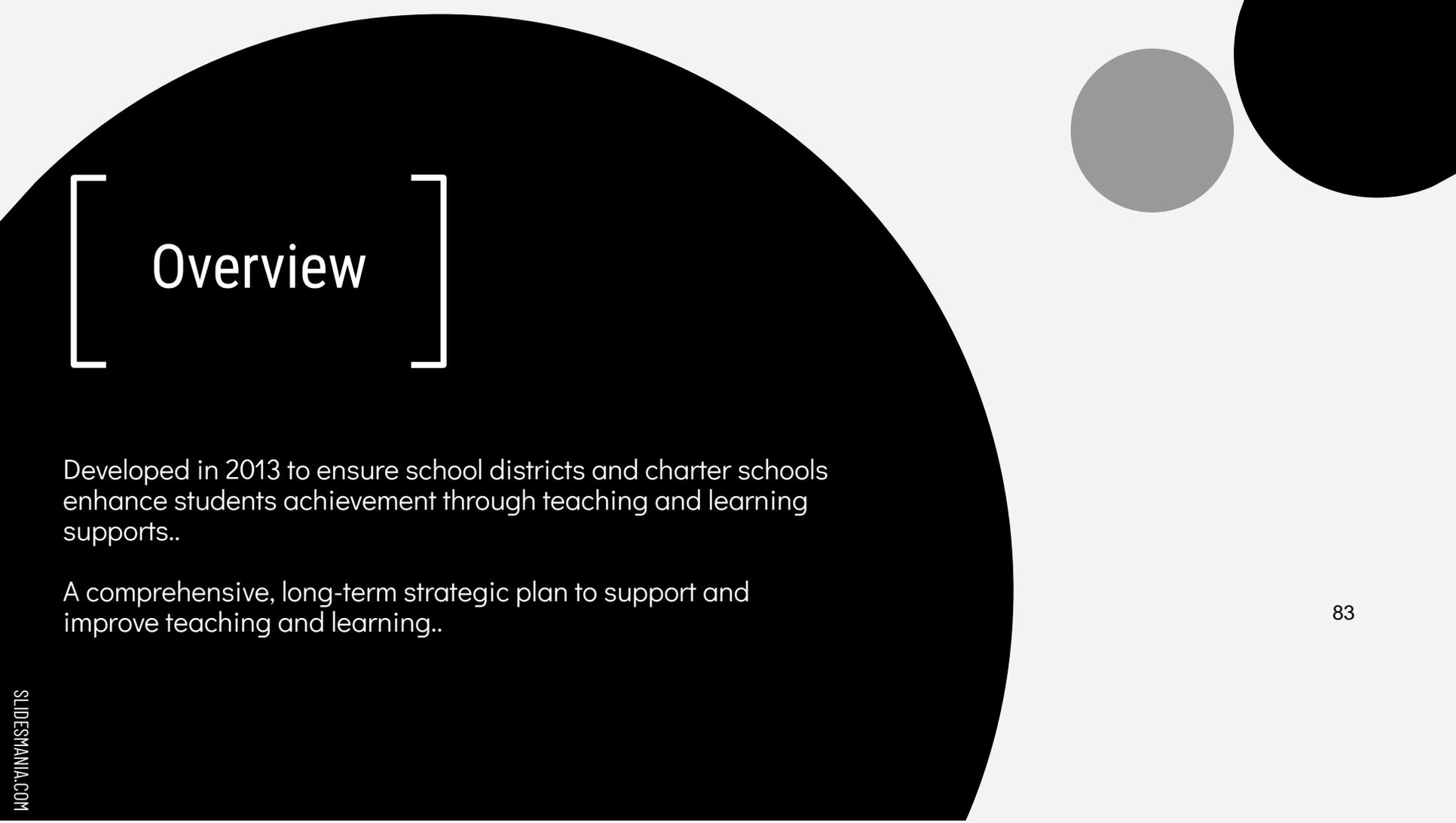
**WBWF**

World's Best Workforce 2021-22

# Agenda

- Overview of WBWF.
- Last year's results & current goals.
- Plans moving forward.

# MN World's Best Workforce



# Overview

Developed in 2013 to ensure school districts and charter schools enhance students achievement through teaching and learning supports..

A comprehensive, long-term strategic plan to support and improve teaching and learning..

# World's Best Workforce **Goals**

1

All children are ready for school.

2

All third-graders can read at grade level.

3

All racial and economic achievement gaps between students are closed.

4

All students are ready for career and college.

5

All students graduate from high school.



# Breckenridge 2021-22 **Goals**

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# All Children are Ready for School

90% of preschool students (ages 3 and 4) will be able to recognize and name 10 basic colors as measured by the Child Progress Report (that is a part of our Fireflies Curriculum) by May 19th, 2022.

90% were able to recognize and name ten basic colors.

## **2022-23:**

Increase ECFE attendance from 8 families (caregivers of 0-5 year old children with at least one child) to 12 families (caregivers of 0-5 year old children with at least one child) by the end of the 2022 school year (this will include Fabulous Friday sessions and the once a month special events).

# All Children are Ready for School

80% of pre-K students (ages 4 and 5) will be able to recognize and write their first name as measured by the Preschool Skills Assessment tool by May 19th, 2022.

90% of pre-K students were able to recognize and write their own names.

**2022-23:**

80% of pre-K students (ages 4 and 5) will be able to recognize and write their first name as measured by the Preschool Skills Assessment tool by May 19th, 2023.

# All 3rd Graders Can Read at Grade Level

The number of Breckenridge K-4 students will increase by 10% in Tier 1 from Fall 2021 to Spring 2022 in the areas of letter sounds (K), NWF (1st) and R-CBM (1-4) through Literacy Academy training and WIN interventions.

None of our grade levels (K-4) increased by 10%..

## **2022-23:**

The number of Breckenridge K-4 students will increase by 10% in Tier 1 from fall 2022 to spring 2023 in the areas of letter sounds (K), NWF (1st) and R-CBM (1-4) through implementation of the new reading curriculum.

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# All 3rd Graders Can Read at Grade Level

Breckenridge Elementary School students will increase the percentage of students passing the Reading Minnesota Comprehensive Assessments from 52.2% during the 2020-21 school year to 62.2% during the 2021-22 school year.

51.8% of elem. students met or exceeded proficiency on the MCA reading exam.

**2022-23:**

Breckenridge Elementary School students will increase the percentage of students passing the Reading Minnesota Comprehensive Assessments from 51.8% during the 2021-22 school year to 61.8% during the 2022-23 school year through the implementation of in-depth data reviews.

# Close All Racial & Economic Achievement Gaps

The proficiency gap between free/reduced lunch and non-free/reduced lunch students enrolled at Breckenridge Public Schools meeting enrollment criteria in grades 3-8 & 10 as assessed on all state reading accountability tests will *decrease* from 14.38% in 2021 to 10% in 2022.

The gap *increased* from 14.38% in 2021 to 28.65% in 2022.

2022-23:

The proficiency gap between free/reduced lunch and non-free/reduced lunch students enrolled at Breckenridge Public Schools meeting enrollment criteria in grades 3-8 & 10 as assessed on all state reading accountability tests will decrease from 28.65% in 2022 to 20% in 2023.

# Close All Racial & Economic Achievement Gaps

The proficiency gap between special education and non-special education students enrolled at Breckenridge Public Schools meeting enrollment criteria in grades 3-8 & 10 as assessed on all state reading accountability tests will *decrease* from 41.2% in 2021 to 35% in 2022.

The gap *increased* from 41.2% in 2021 to 60.8% in 2022.

**2022-23:**

The proficiency gap between special education and non-special education students enrolled at Breckenridge Public Schools meeting enrollment criteria in grades 3-8 & 10 will decrease from 60.8% in 2022 to 50% in 2023 on the MCA reading exam.

# All Students are Ready for College and Career

The composite ACT score for students at Breckenridge will increase from 19 in Spring of 2021 to 21.5 in the Spring of 2022.

The composite score was 17.8 in 2022.

2022-23:

The composite ACT score for students at Breckenridge will increase from 17.8 in Spring of 2022 to 20 in Spring of 2023.

# All Students are Ready for College and Career

The number of high school students earning concurrent enrollment credits in CTE courses will increase from 17 during fall semester 2021 to 22 during fall semester 2022.

The number of students who earned concurrent enrollment credits in CTE courses were:  
64 in Fall 2021  
67 in Spring 2022

**2022-23:**

The number of high school students earning concurrent enrollment credits in CTE courses will increase from 64 during fall semester 2022 to 70 during fall semester 2023.

# All Students Graduate from High School

The percentage of all students in grade twelve who have completed all high school graduation requirements in four years will increase from 96.8% (Class of 2020) to 99% (Class of 2021) as reported by the Minnesota Report Card.

88.7% of students in grade twelve completed all high school graduation requirements in four years.

\*The data provided by the Dept. of Education is one year behind in reporting.

2022-23:

The percentage of students enrolled in grade twelve on Sept. 7, 2021 who graduated in May 2021 increased from 88.7% (Class of 2021) to 100%<sup>94</sup> (Class of 2022) as reported by the Minnesota Report Card.

# [ Continuous Improvement ]

## **Elem Reading**

New curriculum

Data reviews  
during PLCs

## **7-12 Portfolios**

Deeper learning

Focus on artifact  
selection and  
reflection process

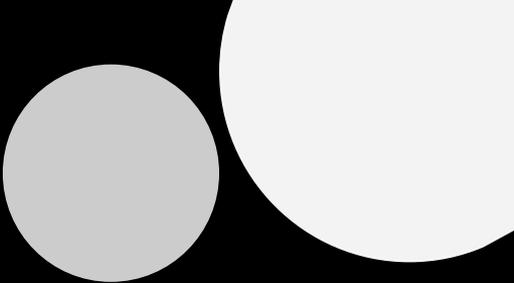
## **Curriculum Cycle**

Clarify the process

Establish  
scope/sequence  
across all grade  
levels/disciplines

**THANK YOU!**

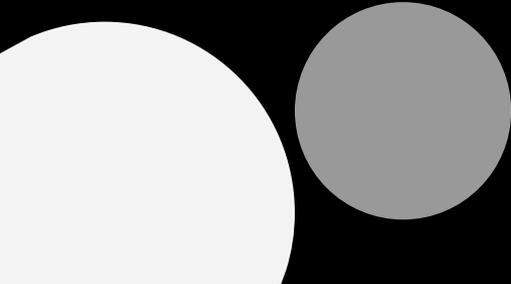
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# Presentation Template: SlidesMania

Images: Unsplash

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**RESOLUTION CANVASSING RETURNS  
OF VOTES OF SCHOOL DISTRICT GENERAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 846, as follows:

1. It is hereby found, determined and declared that the general election of the voters of the district held on November 8, 2022, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, a total of 2,189 voters of the district voted at said election on the election of four school board members for four year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election as follows:

Justin Neppl	1,263
Marc Hasbargen	1,143
Clayton Ernst	1,036
Lisa Overlee	819
Write-In	32

3. Justin Neppl, Marc Hasbargen, and Clayton Ernst having received the highest number of votes, are elected to four year terms beginning the first Monday in January, 2023.

4. The school district clerk is hereby authorized to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

Dated: November 17, 2022

\_\_\_\_\_

Chair

\_\_\_\_\_

Clerk

(Attach Abstract and Return of Votes Cast)

**RESOLUTION AUTHORIZING ISSUANCE OF CERTIFICATES  
OF ELECTION AND DIRECTING SCHOOL DISTRICT CLERK  
TO PERFORM OTHER ELECTION RELATED DUTIES**

WHEREAS, the board has canvassed the general election for school board members held on November 8, 2022.

NOW THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 846, State of Minnesota, as follows:

1. The chair and clerk are hereby authorized to execute certificates of election on behalf of the school board of Independent School District No. 846 to the following candidates:

- a. Clayton Ernst
- b. Marc Hasbargen
- c. Justin Neppl

who have received a sufficiently large number of votes to be elected to fill vacancies on the board caused by expiration of term on the first Monday in January next following the election, based on the results of the canvass.

2. The certificate of election shall be in substantially the form attached hereto.

3. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the clerk of the school board is hereby directed to deliver the certificates to the persons entitled thereto personally or by certified mail.

4. The clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

Dated: November 17, 2022

\_\_\_\_\_

Chair

\_\_\_\_\_

Clerk

**Breckenridge School District #846  
2023 School Board  
Meeting Schedule**

**Elementary Conference Room #233**

<b>Wednesday, January 18th</b>	<b>Regular/Organizational @ 4:00 pm</b>
Wednesday, February 15	Regular @ 4:00 pm
Wednesday, March 15	Regular @ 4:00 pm
Wednesday, April 19	Regular @ 4:00 pm
Wednesday, May 17	Regular @ 4:00 pm
Wednesday, June 14	Regular @ 7:00 am
Wednesday, July 19	Regular @ 7:00 am
<b>July/August</b>	<b>Retreat</b>
Wednesday, August 16	Regular @ 7:00 am
Wednesday, September 20	Regular @ 4:00 pm
Wednesday, October 18	Regular @ 4:00 pm
Wednesday, November 15	Regular @ 4:00 pm
Wednesday, December 20	Regular @ 5:00 pm

Meetings that are cancelled due to inclement weather will be rescheduled to the following day, same time and location unless otherwise noted.