

**BRECKENRIDGE SCHOOL BOARD MEETING  
INDEPENDENT SCHOOL DISTRICT #846  
WEDNESDAY, OCTOBER 18, 2023  
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. Approval of Consent Agenda**
  - A. Minutes

2

**The Board of Education, Independent School District No. 846, Breckenridge, Minnesota met for a Regular Meeting on Wednesday, September 20, 2023, at 4:00 PM in the Elementary School Conference Room #233**

UNOFFICIAL MINUTES UNTIL APPROVED AT THE NEXT BOARD MEETING

**Members Present:** Arnhalt, Ernst, Hasbargen, Johnson, Neppi(4:06), and Roberts(4:01)

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

**Motion** by Hasbargen, seconded by Arnhalt to approve the amended agenda *ADDING: Jordan Christensen, Student Council Co-Advisor and Stephanie Pausch, Student Council Co-Advisor. New Business: Item M-Workers Comp Insurance. REMOVING: Resolution Accepting Donations and MOU-Adjusted Contract 5-0*

**CONSENT AGENDA:**

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

Previous month's minutes – 8.16.23 Regular Board Meeting Minutes

Financial reports as presented including:

General Ledger Debits: August 2023

General Fund: \$1,328,715.94—Food Service: \$1,680.20—Community Service: \$35,256.60—Debt Redemption: \$99,432.58—Trust Fund: \$0.00—Student Activities: \$0.00

Accounts Payable/Wires & Checks: 08/15//2023-09/15/2023

Total: \$1,465,085.32

Hires: Alyssa Martin, Elementary Teacher; Tyler Voight, Special Education Teacher; Kristin Evans, SpEd Para-Educator; Lesley Salinas, SpEd Para-Educator; Barbara Odens, Preschool Para-Educator; Aziza Freeman, SpEd Para-Educator (Preschool); Falon Phelps, SpEd Para-Educator; Sandra Morgan, SpEd Para-Educator; Alyssa Lynaugh, SpEd Para-Educator; Sarah Huhnstock, School Psychologist; Jannika Harles, Food Service; Heather Gebhardt, Food Service; Josh Nordick, Football Coach; Noah Brenden, Football Coach; Jordan Christensen, Student Council Co-Advisor; Stephanie Pausch, Student Council Co-Advisor.

Resignations: Marissa Burhans, SpEd Para-Educator; Heidi Burhans, SpEd Para-Educator; Stephanie Anderson, SpEd Para-Educator; Cheryll Ferrel, SpEd Para-Educator; Becky Carow, SpEd Para-Educator

**COMMUNICATIONS:**

Ex-Officio Student Representatives - Spencer Boesen & AdaLia Spear

◊Homecoming Week has been good, lots of activities◊Boesen has been enjoying work internship with the Sheriff's department◊M-State classes have been going well◊Smooth transition into the new school year with the new admin model.

Dean of Students – Jordan Christensen

◊Hall Passes have been working well, thank you to the teachers for following these new procedures◊Working on discipline reports to keep everything consistent◊Kinship Lunch Buddies will start around MEA break, Kelly Larsen and Rikki Fischer will be selecting students to participate◊2 homecoming pep fests planned, one at each building◊Thank you to staff at both schools for helping admin navigate the start of the school year◊Rotary Student of the Month will be selected by teachers, students will select a teacher that has had a positive impact on them, Eli Butts and Caleb Albertson were selected and brought Mr.McCall and Mr.Heideman with them as their impactful teacher◊Thank you to our Homecoming King, Queen and Court for being a positive impact on our students◊Thank you to Total Personality for donating our Queen Crown◊Thank you to Scott Albertson for DJing the dance, the Wilkin and Amanda Fredericks for donating food, and Lovin' Nutrition for supplying teas for the dance.

K-12 Principal – Corrina Erickson

◊Great start to the school year!◊Thank you to our Elementary Staff for being flexible and helping out while we navigate the admin model at the high school◊Grants and Reports are being submitted◊Enrollment adds and drops at the high school have been a wash. A majority of our drops from the elementary school are due to 16 families that have moved◊Using data from assessments to help with scope and sequence when it comes to planning PLCs

Facilities Manager – Jerry Rosenthal

Our walk in freezer went down on the first day of school at the high school thank you to all who helped◊Presented the board with the roof repair reports, repairs for both buildings will equal about \$24,000.◊He also presented spreadsheets of utilities payments from the last few years to show savings and increases◊New LED lights have cut down on

electrical costs about 21% ◊ \$295,000 for operational costs of the two buildings annually ◊ Plans to bring in contractors to bid repair and replacement projects

Business Manager – Dessica Komestakes

◊ Open Enrollment for dental and vision starts October 1st, there was a 15% increase ◊ Continuing to work on year end closing ◊ Ran another report with our SpEd Co-Op to make sure we have the right percentages for our 1 on 1 funding ◊ Purchasing audio equipment ◊ The preliminary is built off the current (FY23) cost model, this is standard practice. The first budget revision will reflect the decreases in costs with the new model that will come out in October.

Superintendent – Kristie Sullivan

◊ Back to School orientations and conferences with families went well ◊ A renewed commitment to quality instruction which is giving teachers, paras, and staff time to collaborate ◊ Enrollment: we had a large senior class go out and a smaller kindergarten class come in, this has slightly effect enrollment. ◊ Last year for ESSER funding, this money has gone to updating some desktop computers at the high school and it has paid from some staff salaries, these salaries will be dissolved into the general budget ◊ Still waiting to hear back about the COPS and BARR grants ◊ Working on more grants for to support literacy and non exclusionary discipline practices ◊ Back to School Inservice went great, thank you to Bremer Bank and Horace Mann for providing lunches ◊ Thank you to Amanda Frederick and State Farm for holding a clothing drive so all of our students will have something to wear for Spirit Day ◊ Several school districts have lost their SROs due to new legislation. We continue to partner with Breckenridge Police and have agreed to make efforts to hold law enforcement interviews off school grounds when possible ◊ Superintendent Sullivan plans to have a quarterly meeting with Student Council this school year.

#### **OLD BUSINESS:**

**Motion** by Hasbargen, seconded by Nepl to adopt Policy 533: Wellness Policy 6-0

#### **NEW BUSINESS:**

**Motion** by Arnhalt, seconded by Roberts to appoint Junior AdaLia Spear as Ex-officio Student Representative to the Board of Education. 6-0

**Motion** by Ernst, seconded by Roberts to approve Memorandums of Understanding (MOU) for 2023/2024 with Teachers Union #1299 and Stan Goldade, Brenda Dahlgren, and Jolynn Werner-Sasse for zero hour classes. 6-0 (copy on file)

**Motion** by Nepl, seconded by Arnhalt to approve boys hockey joining the West Central Conference based on the activities committee's recommendation. 6-0

**Motion** by Roberts, seconded by Nepl to approve list of requests for fundraisers for the 2023/2024 school year. 6-0 (copy on file)

**Motion** by Ernst, seconded by Hasbargen to approve online submission of the Assurance of Compliance Report to MDE. The report assures the Federal and State Departments of Education that ISD#846 is not knowingly participating in any discrimination acts. 6-0

**Motion** by Arnhalt, seconded by Ernst to approve the Lakes Country Service Health and Safety agreement for FY24 through FY26. 6-0

First reading of Policy 506: Student Discipline

**Motion** by Hasbargen, seconded by Roberts to name Nadine Julson, LLC as the audit firm for the school for the 2022/2023 audit in the amount of \$10,000 contingent upon presentation of credentials to support compliance with Minnesota Audit requirements. 6-0.

**Motion** by Arnhalt, seconded by Roberts to schedule Truth and Taxation meeting for Wednesday, December 20th, 2023 at 6:00PM along with regularly scheduled board meeting at 5:00PM. 6-0

**Motion** by Ernst, seconded by Arnhalt to approve the Preliminary Levy to levy the maximum amount for 2023, payable 2024. 6-0

**Motion** by Hasbargen, seconded by Roberts to renew the school district’s workers’ comp insurance coverage with RAM Mutual Insurance through Bremer Insurance at a premium of \$27,518 for 2023-2024 6-0

**Motion** by Hasbargen, seconded by Ernst to adjourn the Regular School Board meeting at 5:45PM 6-0

Next Regular Meeting date Wednesday, October 18th at 4:00PM in the Elementary School, Conference Room #233.

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Chair

Clerk

## B. Financials

### 1. Financial Report & Bills

6

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

Date of Report: October 18, 2023

For the Month of September 2023

**General Ledger Balances**

FUNDS	Balance Beg. of Month	Debits	Credits	Balance End of Month
General Fund	\$2,967,046.09	1,022,160.66	981,600.60	\$3,007,606.15
Food Service	175,555.18	9,015.46	34,451.67	\$150,118.97
Comm. Serv.	162,101.98	14,105.47	26,767.25	\$149,440.20
Debt. Redemption	388,721.02	67,418.36	0.00	\$456,139.38
Trust Fund	3,356.73	0.00	0.00	\$3,356.73
Student Activities	53,207.56	2,754.00	3,752.15	\$52,209.41
TOTALS:	\$3,749,988.56	\$1,115,453.95	\$1,046,571.67	\$3,818,870.84

**Bank Balances**

Description	Balance Per Bank	Outstanding Checks and Wires	Deposits in Transit	Balance
Bremer	\$254,644.99	55,055.59	0.00	\$199,589.40
The 'Barn" Cash Box				50.00
Bank of the West (Contingent)				8,000.00
Petty Cash				400.00
TOTALS:				\$208,039.40

**Investments**

Minn. School District Liquid Asset Fund	5.2700%	\$ 147,070.81	
Minn. School District "MAX" Fund	5.3700%	\$3,366,633.74	
Bremer Money Market	4.0000%	\$106,185.02	
TOTALS:			\$ 3,619,889.57
TOTAL CASH AND INVESTMENTS:			----- \$3,827,928.97 =====

# Breckenridge Public School Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
FAB		43870		Wire	1 00172		CASH-WA DISTRIBUTING		No	Yes	No	09/25/2023	10,069.40
FAB		43919		Wire	1 00193		GREAT PLAINS NATURAL GAS		No	No	No	10/13/2023	605.27
FAB		43920		Wire	1 00055		BRECKENRIDGE PUBLIC UTILITIES		No	No	No	10/13/2023	15,315.91
FAB		43921		AE	1 02274	REMIT	APPLE COMPUTER, INC.		No	No	No	10/13/2023	11.75
FAB		43922		AE	1 2727		AMERICAN EXPRESS		No	No	No	10/13/2023	663.26
FAB		43923		Wire	1 03359		WALMART STORE		No	No	No	10/13/2023	11.94
FAB		43924		Wire	1 03359	Remit	WALMART - CAPITAL ONE		No	No	No	10/13/2023	604.22
FAB		43925		EL	1 01719		ECONO FOODS		No	No	No	10/13/2023	19.76
FAB		43926		EL	1 1129	Remit2	AMAZON CAPITAL SERVICES		No	No	No	10/13/2023	43.61
FAB		43927		EL	1 2411		MSHSCA, INC.		No	No	No	10/13/2023	112.00
FAB		43928		EL	1 2901		DOLLAR TREE STORES INC.		No	No	No	10/13/2023	12.50
FAB		43929		EL	1 3146		MN STATE COMMUNITY & TECH COLLE		No	No	No	10/13/2023	291.00
FAB		43930		EL	1 3732		ELAN CREDIT CARD		No	No	No	10/13/2023	669.79
FAB		44009		Check	1 2765		GOOD YEAR		No	No	No	09/30/2023	0.00
FAB		44010		Wire	1 00039		MN DEPT OF REVENUE (EFT)		Yes	Yes	Yes	09/28/2023	5,341.03
FAB		44010		Wire	1 00039		MN DEPT OF REVENUE (EFT)		Yes	Yes	Yes	09/30/2023	(5,341.03)
FAB		44011		Wire	1 00172		CASH-WA DISTRIBUTING		No	No	No	09/28/2023	3,756.16
FAB		44012		Wire	1 00599		P.E.R.A.		No	Yes	No	09/28/2023	6,951.15
FAB		44013		Wire	1 00600		TEACHERS RETIREMENT ASSN.		No	Yes	No	09/28/2023	25,890.35
FAB		44014		Wire	1 01052		AMERICAN FAM. LIFE ASSURANCE		No	Yes	No	09/28/2023	148.90
FAB		44015		Wire	1 01233		EFTPS		No	Yes	No	09/28/2023	45,676.29
FAB		44016		Wire	1 2251		FURTHER (FSA/ HSA)		No	Yes	No	09/28/2023	6,705.32
FAB		44017		Wire	1 2277		EDUCATORS BENEFIT ACH		No	Yes	No	09/28/2023	7,803.64
FAB		44018		Wire	1 3459		AMERITAS LIFE INSURANCE		No	Yes	No	09/28/2023	61.28
FAB		44019		Wire	1 3702		REVTRAK		No	Yes	No	09/28/2023	232.36
FAB		44020		Wire	1 3703		SCHOOL PAY		No	Yes	No	09/28/2023	528.05
FAB		44021		Check	1 2656		QUADIANT FINANCE USA		Yes	No	Yes	09/28/2023	500.00
FAB		44021		Check	1 2656		QUADIANT FINANCE USA		Yes	No	Yes	09/29/2023	(500.00)
FAB		44022		Wire	1 00039		MN DEPT OF REVENUE (EFT)		Yes	Yes	Yes	09/30/2023	0.00
FAB		44023		Wire	1 00599		P.E.R.A.		No	Yes	No	09/30/2023	11,730.06
FAB		44024		Wire	1 00600		TEACHERS RETIREMENT ASSN.		No	Yes	No	09/30/2023	23,381.16
FAB		44025		Wire	1 01233		EFTPS		No	Yes	No	09/30/2023	47,809.65
FAB		44026		Wire	1 2251		FURTHER (FSA/ HSA)		No	No	No	09/30/2023	4,614.34
FAB		44027		Wire	1 2277		EDUCATORS BENEFIT ACH		No	No	No	09/30/2023	7,803.64
FAB		44028		Wire	1 3459		AMERITAS LIFE INSURANCE		Yes	Yes	Yes	09/29/2023	(210.64)
FAB		44028		Wire	1 3459		AMERITAS LIFE INSURANCE		Yes	Yes	Yes	09/30/2023	210.64
FAB		44029		Wire	1 3703		SCHOOL PAY		No	Yes	No	09/30/2023	20.00
FAB		44030		Wire	1 2251		FURTHER (FSA/ HSA)		No	No	No	09/30/2023	3,233.72
FAB		44031		Wire	1 00039		MN DEPT OF REVENUE (EFT)		No	Yes	No	09/30/2023	5,358.74

# Breckenridge Public School Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
FAB		44032		Wire	1	00039	MIN DEPT OF REVENUE (EFT)		No	No	No	09/29/2023	5,982.05
FAB		44033		Wire	1	2656	QUADIENT FINANCE USA		No	Yes	No	09/29/2023	500.00
FAB		44034		Wire	1	3459	AMERITAS LIFE INSURANCE		No	Yes	No	09/30/2023	167.76
FAB		43861	127863	Check	1	03025	AMERICAN MATH. COMPETITIONS		Yes	Yes	No	09/22/2023	178.00
FAB		43859	127864	Check	1	00545	CONTINGENT FUND		Yes	No	No	09/22/2023	991.18
FAB		43866	127865	Check	1	3303	ECOLAB		Yes	Yes	No	09/22/2023	195.66
FAB		43867	127866	Check	1	3476	GOLDADE, STANLEY		Yes	Yes	No	09/22/2023	32.18
FAB		43864	127867	Check	1	2968	HERDING, MARIAH		Yes	No	No	09/22/2023	136.50
FAB		43865	127868	Check	1	3105	HOLZBAUER, MEGAN		Yes	No	No	09/22/2023	60.00
FAB		43860	127869	Check	1	02325	JOHN DEERE FINANCIAL		Yes	Yes	No	09/22/2023	676.00
FAB		43869	127870	Check	1	3794	KRAUSE, DAVID		Yes	No	No	09/22/2023	111.50
FAB		43863	127871	Check	1	2967	MATERI, PEGGY		Yes	Yes	No	09/22/2023	150.00
FAB		43862	127872	Check	1	2600	RAM MUTUAL INSURANCE COMPANY		Yes	Yes	No	09/22/2023	2,840.00
FAB		43868	127873	Check	1	3715	SWENSON, LESTER		Yes	Yes	No	09/22/2023	70.00
FAB		43871	127874	Check	1	00604	AFSCME COUNCIL 65		Yes	No	No	09/28/2023	24.99
FAB		43887	127875	Check	1	3358	EHRLIN, LANCE		Yes	No	No	09/28/2023	69.00
FAB		43879	127876	Check	1	2821	EITER, TERRY J.		Yes	No	No	09/28/2023	155.00
FAB		43888	127877	Check	1	3575	ENGEL, RODERICK	Ind/Sole Proprietor	Yes	No	No	09/28/2023	130.00
FAB		43890	127878	Check	1	3792	ERBELE, TRENTON		Yes	No	No	09/28/2023	69.00
FAB		43891	127879	Check	1	3796	GRAHAM, HUNTER		Yes	No	No	09/28/2023	155.00
FAB		43885	127880	Check	1	3202	GRIPENTROG, TYLER WAYNE		Yes	No	No	09/28/2023	69.00
FAB		43873	127881	Check	1	01529	HILLYARD/HUTCHINSON		Yes	No	No	09/28/2023	39.81
FAB		43889	127882	Check	1	3785	HOWIES ATHLETIC TAPE		Yes	No	No	09/28/2023	285.77
FAB		43880	127883	Check	1	2824	KING, ROY M.		Yes	No	No	09/28/2023	111.50
FAB		43884	127884	Check	1	3018	MARTINSON, RICK S		Yes	No	No	09/28/2023	130.00
FAB		43882	127885	Check	1	2967	MATERI, PEGGY		Yes	No	No	09/28/2023	60.00
FAB		43872	127886	Check	1	01184	MIN SCHOOL EMPLOYEES ASSOC		Yes	No	No	09/28/2023	641.99
FAB		43874	127887	Check	1	01779	NCPEERS GROUP LIFE INS		Yes	No	No	09/28/2023	32.00
FAB		43876	127888	Check	1	1292	ND CHILD SUPPORT DIVISION		Yes	No	No	09/28/2023	457.50
FAB		43878	127889	Check	1	2709	PETERSON MECHANICAL, INC.		Yes	No	No	09/28/2023	16,900.00
FAB		43886	127890	Check	1	3261	QUAST, JONATHAN LEE		Yes	No	No	09/28/2023	111.50
FAB		43875	127891	Check	1	1188	REGION 3 FFA		Yes	No	No	09/28/2023	250.00
FAB		43881	127892	Check	1	2886	SANNES, LUTHER G.		Yes	No	No	09/28/2023	69.00
FAB		43883	127893	Check	1	2980	SAVARY, DYLAN MARTIN		Yes	No	No	09/28/2023	130.00
FAB		43877	127894	Check	1	1850	TAG UP		Yes	No	No	09/28/2023	174.99
FAB		43894	127895	Check	1	2923	ANDERSON COACH OF FRAZEE, INC.		Yes	No	No	09/29/2023	1,650.00
FAB		43893	127896	Check	1	2635	BRECKENRIDGE SCHOOL FOOD SERV		Yes	No	No	09/29/2023	1,621.35
FAB		43896	127897	Check	1	2968	HERDING, MARIAH		Yes	No	No	09/29/2023	136.50
FAB		43897	127898	Check	1	3105	HOLZBAUER, MEGAN		Yes	No	No	09/29/2023	60.00

# Breckenridge Public School Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
FAB		43892	127899	Check	1	00518	LAKES COUNTRY SERVICE COOP		Yes	No	No	09/29/2023	690.00
FAB		43895	127900	Check	1	2967	MATERI, PEGGY		Yes	No	No	09/29/2023	60.00
FAB		43898	127901	Check	1	3261	QUAST, JONATHAN LEE		Yes	No	No	09/29/2023	111.50
FAB		43900	127902	Check	1	00604	AFSCME COUNCIL 65		Yes	No	No	10/09/2023	24.99
FAB		43916	127903	Check	1	3714	ANDERSON, RYAN		Yes	No	No	10/09/2023	130.00
FAB		43899	127904	Check	1	00603	BRECKENRIDGE ED LOCAL 1299		Yes	No	No	10/09/2023	2,213.35
FAB		43913	127905	Check	1	3490	DECA INC.		Yes	No	No	10/09/2023	403.00
FAB		43910	127906	Check	1	3202	GRIPENTROG, TYLER WAYNE		Yes	No	No	10/09/2023	80.00
FAB		43902	127907	Check	1	02570	HEART O'LAKES CONFERENCE		Yes	No	No	10/09/2023	850.00
FAB		43911	127908	Check	1	3347	JACOBSON, JAMES		Yes	No	No	10/09/2023	130.00
FAB		43917	127909	Check	1	3797	LAKE PARKAUDUBON SCHOOLS		Yes	No	No	10/09/2023	85.00
FAB		43909	127910	Check	1	2967	MATERI, PEGGY		Yes	No	No	10/09/2023	135.00
FAB		43914	127911	Check	1	3556	MESSER, JUSTIN		Yes	No	No	10/09/2023	180.00
FAB		43901	127912	Check	1	01184	MN SCHOOL EMPLOYEES ASSOC		Yes	No	No	10/09/2023	684.19
FAB		43907	127913	Check	1	2836	MORROW, JEFFREY A.		Yes	No	No	10/09/2023	80.00
FAB		43903	127914	Check	1	1292	ND CHILD SUPPORT DIVISION		Yes	No	No	10/09/2023	457.50
FAB		43905	127915	Check	1	1952	NEWS - 2 YOU, INC.		Yes	No	No	10/09/2023	239.99
FAB		43906	127916	Check	1	2818	PETERSON, RICHARD		Yes	No	No	10/09/2023	80.00
FAB		43912	127917	Check	1	3419	QUADIANT LEASING USA, INC.		Yes	No	No	10/09/2023	366.18
FAB		43915	127918	Check	1	3623	SCOLLEY, MICHAEL	Ind/Sole Proprietor	Yes	No	No	10/09/2023	130.00
FAB		43908	127919	Check	1	2949	STORHAUG, CYNTHIA JEAN		Yes	No	No	10/09/2023	1,193.88
FAB		43918	127920	Check	1	3799	TAPPE, SHAD		Yes	No	No	10/09/2023	130.00
FAB		43904	127921	Check	1	1409	US FOODS, INC		Yes	No	No	10/09/2023	9.70
FAB		43934	127922	Check	1	00138	ALBERTSON, SCOTT		Yes	No	No	10/13/2023	995.00
FAB		43954	127923	Check	1	1129	AMAZON CAPITAL SERVICES		Yes	No	No	10/13/2023	3,348.71
FAB		43953	127924	Check	1	1129	AMAZON.COM		Yes	No	No	10/13/2023	56.52
FAB		43998	127925	Check	1	3697	A-OX WELDING SUPPLY COMPANY INC		Yes	No	No	10/13/2023	449.35
FAB		43970	127926	Check	1	2269	ASCD		Yes	No	No	10/13/2023	95.12
FAB		43971	127927	Check	1	2394	BEYER, STEPHANIE		Yes	No	No	10/13/2023	628.56
FAB		43996	127928	Check	1	3593	BLUE CROSS BLUE SHIELD OF MN		Yes	No	No	10/13/2023	56,598.96
FAB		43931	127929	Check	1	00087	BOIS DE SIOUX GOLF CLUB, INC.		Yes	No	No	10/13/2023	850.00
FAB		43988	127930	Check	1	3332	BRECKENRIDGE BIG SHOTS		Yes	No	No	10/13/2023	1,500.00
FAB		43975	127931	Check	1	2635	BRECKENRIDGE SCHOOL FOOD SERV		Yes	No	No	10/13/2023	250.00
FAB		43973	127932	Check	1	2492	BUDS BLOOMS & BLESSINGS		Yes	No	No	10/13/2023	168.00
FAB		43994	127933	Check	1	3525	CHRISTENSEN, EMILY		Yes	No	No	10/13/2023	345.25
FAB		43941	127934	Check	1	00545	CONTINGENT FUND		Yes	No	No	10/13/2023	646.93
FAB		44004	127935	Check	1	3795	CREATIVE LEARNING SYSTEMS LLC		Yes	No	No	10/13/2023	143,628.50
FAB		43960	127936	Check	1	1545	CREATIVE STITCHES		Yes	No	No	10/13/2023	205.00
FAB		43932	127937	Check	1	00111	CULINEX		Yes	No	No	10/13/2023	366.34

# Breckenridge Public School Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
FAB		43999	127938	Check	1 3754		DAHLGREN, BRENDA		Yes	No	No	10/13/2023	354.32
FAB		43984	127939	Check	1 3200		DAKOTA REFRIGERATION		Yes	No	No	10/13/2023	12,245.00
FAB		43933	127940	Check	1 00115	Remit	DEMCO, INC		Yes	No	No	10/13/2023	248.72
FAB		43972	127941	Check	1 2471		DISCOUNT MAGAZINE SUBSCRIPTION		Yes	No	No	10/13/2023	99.00
FAB		43992	127942	Check	1 3500		DYRNESS CONSTRUCTION LLC		Yes	No	No	10/13/2023	848.00
FAB		43986	127943	Check	1 3303		ECOLAB		Yes	No	No	10/13/2023	97.83
FAB		43969	127944	Check	1 2265		EDUCATORS BENEFIT CONSULTANTS-		Yes	No	No	10/13/2023	133.46
FAB		43977	127945	Check	1 2730		ERICKSON, CORINNA		Yes	No	No	10/13/2023	386.10
FAB		44006	127946	Check	1 3800		ERLANDSON, ERIC		Yes	No	No	10/13/2023	96.00
FAB		43948	127947	Check	1 01994		FARM CITY SUPPLY		Yes	No	No	10/13/2023	89.42
FAB		43935	127948	Check	1 00153		FARMERS UNION OIL CO		Yes	No	No	10/13/2023	9,433.02
FAB		43979	127949	Check	1 2774		FIRST ADVANTAGE BACKGROUND SEF		Yes	No	No	10/13/2023	20.09
FAB		43983	127950	Check	1 3175		FREDERICKSEN, CHAD		Yes	No	No	10/13/2023	50.31
FAB		43967	127951	Check	1 2238		FURTHER		Yes	No	No	10/13/2023	56.30
FAB		43946	127952	Check	1 01666		GERRELLS SPORTS CENTER, INC.		Yes	No	No	10/13/2023	3,197.00
FAB		43978	127953	Check	1 2765		GOOD YEAR		Yes	No	No	10/13/2023	0.00
FAB		44001	127954	Check	1 3758		Goodhue County Ed District		Yes	No	No	10/13/2023	2,275.07
FAB		43958	127955	Check	1 1499		GOPHER STATE ONE-CALL		Yes	No	No	10/13/2023	9.45
FAB		43956	127956	Check	1 1432		GRIPPERS SPORTS TROPHYS		Yes	No	No	10/13/2023	868.00
FAB		43997	127957	Check	1 3615		H2I GROUP		Yes	No	No	10/13/2023	3,466.11
FAB		43955	127958	Check	1 1180		HERCULIFT		Yes	No	No	10/13/2023	154.00
FAB		43944	127959	Check	1 01529		HILLYARD/HUTCHINSON		Yes	No	No	10/13/2023	705.16
FAB		44003	127960	Check	1 3785		HOWIES ATHLETIC TAPE		Yes	No	No	10/13/2023	501.84
FAB		43959	127961	Check	1 1505	Remit	INNOVATIVE OFFICE SOLUTIONS		Yes	No	No	10/13/2023	1,684.35
FAB		43963	127962	Check	1 1900		INTERQUEST DETECTION CANINES		Yes	No	No	10/13/2023	340.00
FAB		44005	127963	Check	1 3798		JOHNSON AUTO DETAILING		Yes	No	No	10/13/2023	165.00
FAB		43974	127964	Check	1 2556		JW PEPPER		Yes	No	No	10/13/2023	200.99
FAB		43951	127965	Check	1 1086		KBMW 1450		Yes	No	No	10/13/2023	290.00
FAB		43940	127966	Check	1 00518		LAKES COUNTRY SERVICE COOP		Yes	No	No	10/13/2023	12,838.00
FAB		43943	127967	Check	1 01220		LAKESHORE		Yes	No	No	10/13/2023	550.42
FAB		43981	127968	Check	1 3020		LANGSTON, DEE		Yes	No	No	10/13/2023	40.00
FAB		43982	127969	Check	1 3149		MARCO TECHNOLOGIES LLC NW 7128		Yes	No	No	10/13/2023	299.50
FAB		43987	127970	Check	1 3328		MARCO TECHNOLOGIES, LLC		Yes	No	No	10/13/2023	2,043.49
FAB		43989	127971	Check	1 3350		MINNKOTA ENVIRO SERVICES		Yes	No	No	10/13/2023	94.40
FAB		43976	127972	Check	1 2718		MIN STATE COMMUNITY AND TECHNICAL		Yes	No	No	10/13/2023	151.50
FAB		43936	127973	Check	1 00337	Remit	NASCO		Yes	No	No	10/13/2023	781.84
FAB		43980	127974	Check	1 2855		NEW DOMINION SCHOOL		Yes	No	No	10/13/2023	6,349.99
FAB		43990	127975	Check	1 3359		NORTHWEST SERVICE COOPERATIVE		Yes	No	No	10/13/2023	400.00
FAB		43942	127976	Check	1 00927		NW LINKS		Yes	No	No	10/13/2023	2,307.43

# Breckenridge Public School Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
FAB		43950	127977	Check	1 03157		OTTERTAIL/MINN-DAKOTA COACHES		Yes	No	No	10/13/2023	5,473.28
FAB		43966	127978	Check	1 2193		PEMBERTON, SORLIE, RUFER &		Yes	No	No	10/13/2023	3,415.85
FAB		43968	127979	Check	1 2240		PIONEER DRAMA SERVICE, INC		Yes	No	No	10/13/2023	503.00
FAB		43964	127980	Check	1 1967		PIZZA RANCH		Yes	No	No	10/13/2023	750.00
FAB		43995	127981	Check	1 3572		RED RIVER TELEPHONE ASSN		Yes	No	No	10/13/2023	775.25
FAB		43937	127982	Check	1 00411		REGION I COMPUTER SERVICES		Yes	No	No	10/13/2023	4,698.33
FAB		43957	127983	Check	1 1434	Remit	RENAISSANCE LEARNING, INC.		Yes	No	No	10/13/2023	563.00
FAB		43947	127984	Check	1 01853		SCHOLASTIC INC.		Yes	No	No	10/13/2023	265.65
FAB		43938	127985	Check	1 00426	Remit	SCHOLASTIC MAGAZINES, INC.		Yes	No	No	10/13/2023	296.51
FAB		43952	127986	Check	1 1126	Remit	SCHOOL SPECIALTY SOLUTIONS		Yes	No	No	10/13/2023	16.30
FAB		43993	127987	Check	1 3524		SOLUTIONS		Yes	No	No	10/13/2023	1,500.00
FAB		43985	127988	Check	1 3269		SOUTHERN VALLEY MECHANICAL		Yes	No	No	10/13/2023	91.00
FAB		43965	127989	Check	1 2117		SOUTHWEST/WEST CENTRAL SERVIC		Yes	No	No	10/13/2023	5,175.00
FAB		43945	127990	Check	1 01553		SUMMERVILLE ELECTRIC, INC.		Yes	No	No	10/13/2023	2,781.75
FAB		43939	127991	Check	1 00467		SUPREME SCHOOL SUPPLY CO		Yes	No	No	10/13/2023	37.79
FAB		44002	127992	Check	1 3760		TECHCHECK		Yes	No	No	10/13/2023	795.00
FAB		43962	127993	Check	1 1774		VIKING COCA-COLA BOTTLING CO.		Yes	No	No	10/13/2023	1,077.40
FAB		44000	127994	Check	1 3756		Vivacity Tech		Yes	No	No	10/13/2023	11,695.00
FAB		43961	127995	Check	1 1569		WAHPETON AUTO VALUE		Yes	No	No	10/13/2023	447.55
FAB		43949	127996	Check	1 02267	remit	WASTE MANAGEMENT		Yes	No	No	10/13/2023	1,325.90
FAB		44008	127997	Check	1 3802		WERMERSKIRCHEN, SCOTT		Yes	No	No	10/13/2023	272.49
FAB		44007	127998	Check	1 3801		WILKIN COUNTY HEALTH & HUMAN SE		Yes	No	No	10/13/2023	1,170.00
FAB		43991	127999	Check	1 3485		WORLDS FINEST CHOCOLATE, INC		Yes	No	No	10/13/2023	5,245.00

Bank Total: \$596,598.63

Report Total: \$596,598.63

# Breckenridge Public School Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Check Date	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
9213	0846	FAB															
September			16052	Credit	A	09/08/23	0846 B 01 215 027		Check	1	1293 Robin Werner					108.00	0.00
							0846 B 01 215 025				Life & Disability Payable					1,653.58	0.00
											Group Health Payable					\$1,761.58	\$0.00
																Receipt Total:	
Sept/Oct			16053	Credit	A	09/08/23	0846 B 01 215 027		Check	1	1291 Lindberg Brad					12.00	0.00
							0846 B 01 215 025				Life & Disability Payable					1,238.62	0.00
											Group Health Payable					\$1,250.62	\$0.00
																Receipt Total:	
Two Months			16054	Credit	A	09/08/23	0846 B 01 215 027		Check	1	1284 REINERTSON, PERRY					12.00	0.00
							0846 B 01 215 025				Life & Disability Payable					1,097.36	0.00
											Group Health Payable					\$1,109.36	\$0.00
																Receipt Total:	
Overpayment Payroll			16055	Credit	A	09/08/23	0846 R 01 005 000 099 000		Check	1	C1 Misc					1,385.25	0.00
											Misc. Revenue					\$1,385.25	\$0.00
																Receipt Total:	
STEAM 1-2 Crew Fedderson			16056	Credit	A	09/08/23	0846 R 01 005 000 099 000		Check	1	1151 WEST CENTRAL INITIATI					1,880.80	0.00
											Misc. Revenue					\$1,880.80	\$0.00
																Receipt Total:	
Smith Motors			16057	Credit	A	09/08/23	0846 R 04 005 591 000 099 200		Check	1	1009 COMMUNITY EDUCATION					500.00	0.00
											Twin Town Baseball League R					\$500.00	\$0.00
																Receipt Total:	
																<b>Deposit Total:</b>	
																<b>\$7,887.61</b>	<b>\$0.00</b>
9226	0846	FAB															
Vandyke Donation Elem Supplies			16070	Credit	A	09/27/23	0846 R 01 100 791 000 050 000		Check	1	1004 ELEM GENERAL FUND DE					600.00	0.00
											Elem Activities Fees					\$600.00	\$0.00
																Receipt Total:	
Rothsay Portion			16071	Credit	A	09/27/23	0846 B 01 115 000		Check	1	C1 Misc	1433	08/30/23	Invoice	1,250.00	1,250.00	0.00
																\$1,250.00	\$0.00
																Receipt Total:	
Chamber Portion			16072	Credit	A	09/27/23	0846 B 01 115 000		Check	1	C1 Misc	1434	08/30/23	Invoice	2,500.00	2,500.00	0.00
																\$2,500.00	\$0.00
																Receipt Total:	

# Breckenridge Public School

## Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
9226	0846	FAB	16073	Credit A	09/27/23	0846	R 01 300 291 000 052 232	Check 1	1003	HS GENERAL FUND RECI HS Yearbook Sales					320.67	0.00
														Receipt Total:	\$320.67	\$0.00
			16074	Credit A	09/27/23	0846	R 21 005 298 301 099 979	Check 1	1003	HS GENERAL FUND RECI High School Student Council f					100.00	0.00
														Receipt Total:	\$100.00	\$0.00
			16075	Credit A	09/27/23	0846	R 21 005 298 301 099 979	Cash 1	1003	HS GENERAL FUND RECI High School Student Council f					50.00	0.00
														Receipt Total:	\$50.00	\$0.00
			16076	Credit A	09/27/23	0846	R 01 005 000 000 099 000	Check 1	C1	Misc Misc. Revenue					29.80	0.00
														Receipt Total:	\$29.80	\$0.00
			16077	Credit A	09/27/23	0846	R 01 005 000 000 099 000	Check 1	C1	Misc Joel Herder Accidental Pay					2,238.86	0.00
														Receipt Total:	\$2,238.86	\$0.00
			16078	Credit A	09/27/23	0846	B 02 209 000	Check 1	C1	Misc ANGEL FUND					100.00	0.00
														Receipt Total:	\$100.00	\$0.00
														Deposit Total:	\$7,189.33	\$0.00
9228	0846	FAB	16088	Credit A	09/11/23	0846	R 04 005 582 344 040 000	Check 1	1004	ELEM GENERAL FUND DE School Readines Tuition from					2,320.00	0.00
							0846 R 01 299 249 000 040 000	Check 1	1004	Drivers Ed Tuition					180.00	0.00
														Receipt Total:	\$2,500.00	\$0.00
														Deposit Total:	\$2,500.00	\$0.00
9229	0846	FAB	16089	Credit A	09/19/23	0846	R 02 005 770 701 601 000	Check 1	1019	ELEM HOT LUNCH Student Lunch Sales					1,346.00	0.00
							0846 R 04 005 582 344 040 000	Check 1	1019	School Readines Tuition from					550.00	0.00
							0846 R 01 100 791 000 052 000	Check 1	1019	Elem Yearbook Sales					82.00	0.00
							0846 R 01 005 000 000 099 000	Check 1	1019	Misc. Revenue					8.00	0.00

# Breckenridge Public School Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
9229	0846	FAB	16089	Credit	A	09/19/23	0846 R 01 201 258	000 621 000	1019	ELEM HOT LUNCH				90.00		0.00
										MS Music Sales					\$2,076.00	\$0.00
															<b>\$2,076.00</b>	<b>\$0.00</b>
9231	0846	FAB	16091	Credit	A	09/15/23	0846 R 01 005 005	000 211 000	1002	STATE OF MINNESOTA					232,579.57	0.00
							0846 R 01 005 005	000 201 000		Gen Ed Aid Rev					17,780.19	0.00
										Endowment					\$250,359.76	\$0.00
															<b>\$250,359.76</b>	<b>\$0.00</b>
9232	0846	FAB	16092	Credit	A	09/05/23	0846 R 01 300 792	000 621 000	1003	HS GENERAL FUND RECI					862.00	0.00
							0846 R 01 300 296	000 060 211		HS Concessions Sale of Mate					574.00	0.00
										HS Girls Volleyball Revenue					\$1,436.00	\$0.00
															<b>\$1,436.00</b>	<b>\$0.00</b>
9233	0846	FAB	16093	Credit	A	09/12/23	0846 R 01 300 792	000 621 000	1003	HS GENERAL FUND RECI					1,007.00	0.00
							0846 R 01 300 294	000 060 204		HS Concessions Sale of Mate					1,726.00	0.00
										HS Boys Football Revenue					\$2,733.00	\$0.00
															<b>\$2,733.00</b>	<b>\$0.00</b>
9234	0846	FAB	16094	Credit	A	09/13/23	0846 R 01 300 792	000 621 000	1003	HS GENERAL FUND RECI					1,305.00	0.00
							0846 R 01 300 296	000 060 211		HS Concessions Sale of Mate					1,286.00	0.00
										HS Girls Volleyball Revenue					\$2,591.00	\$0.00
															<b>\$2,591.00</b>	<b>\$0.00</b>
9235	0846	FAB	16095	Credit	A	09/22/23	0846 R 01 300 792	000 621 000	1003	HS GENERAL FUND RECI					1,107.00	0.00
										HS Concessions Sale of Mate						0.00



# Breckenridge Public School Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount	
9239	0846	FAB															
			16099	Credit	A	09/24/23		Check	1	1003	HS GENERAL FUND RECI						
						0846	R 01 300 296 000 060 211				HS Girls Volleyball Revenue				500.00		0.00
															\$1,131.00	\$0.00	
															<b>\$1,131.00</b>	<b>\$0.00</b>	
9240	0846	FAB															
			16100	Credit	A	09/24/23		Check	1	1003	HS GENERAL FUND RECI						
						0846	R 01 300 792 000 621 000				HS Concessions Sale of Mate				1,012.00		0.00
						0846	R 01 300 296 000 060 211				HS Girls Volleyball Revenue				556.00		0.00
															\$1,568.00	\$0.00	
															<b>\$1,568.00</b>	<b>\$0.00</b>	
9241	0846	FAB															
			16101	Credit	A	09/24/23		Check	1	1003	HS GENERAL FUND RECI						
						0846	R 21 005 298 301 099 990				DECA Revenue				133.00		0.00
															\$133.00	\$0.00	
															<b>\$133.00</b>	<b>\$0.00</b>	
9242	0846	FAB															
			16102	Credit	A	09/30/23		Wire	1	1289	US TREASURY						
						0846	E 01 005 630 599 466 000				Dist Wide Instr Tech Devices				5,880.00		0.00
															\$5,880.00	\$0.00	
															<b>\$5,880.00</b>	<b>\$0.00</b>	
9243	0846	FAB															
			16103	Credit	A	09/30/23		Wire	1	1247	PREMIER REBATES						
						0846	E 02 005 770 701 490 000				Food Svc Food				111.46		0.00
															\$111.46	\$0.00	
															<b>\$111.46</b>	<b>\$0.00</b>	
9244	0846	FAB															
			16104	Credit	A	09/30/23		Check	1	1002	STATE OF MINNESOTA						
						0846	R 01 005 005 000 211 000				Gen Ed Aid Rev 22-23				243,930.22		0.00
						0846	R 01 005 005 000 211 000				Gen Ed Aid Rev 23-24				192,241.15		0.00
						0846	R 01 005 760 720 370 000				Pupil Trans Dcfl Misc. Rev.				2,635.39		0.00
						0846	R 01 005 000 320 300 000				Indian Ed Aid				1,057.76		0.00
						0846	R 04 005 580 325 300 000				ECFE State Aid				911.61		0.00

# Breckenridge Public School Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Check Date	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
9244	0846	FAB	16104	Credit	A	09/30/23			Check	1	1002	STATE OF MINNESOTA					
						0846	R 04 005 582	344	300	000	School Readines	State Aids			1,299.56	0.00	0.00
						0846	R 04 005 583	354	300	000	Preschool Screening	State Aic			65.64	0.00	0.00
						0846	R 07 005 000	000	317	000	LTFM State Aid	22-23			1,594.64	0.00	0.00
						0846	R 07 005 000	000	317	000	LTFM State Aid	23-24			9,080.83	0.00	0.00
						0846	R 01 005 005	000	212	000	Literacy Incentive	Aid			1,112.34	0.00	0.00
						0846	R 04 701 590	351	301	000	Preschool Screening	Nonpubl			845.87	0.00	0.00
						0846	R 01 005 005	000	227	000	Abatement	Aid			0.03	0.00	0.00
						0846	R 04 005 505	321	227	000	Comm Ed Abatement	Aid			0.01	0.00	0.00
						0846	R 07 005 000	000	234	000	Ag Credit	State Aid			982.71	0.00	0.00
						0846	R 07 005 000	000	258	000	Debt Serice	Ag Credit			54,229.79	0.00	0.00
						0846	R 07 005 000	000	229	000	Disparity Reduc	Aid			1,530.39	0.00	0.00
															\$511,517.94	\$0.00	
															<b>\$511,517.94</b>	<b>\$0.00</b>	
9245	0846	FAB	16105	Credit	A	09/30/23			Wire	1	1009	COMMUNITY EDUCATION					
						0846	R 04 005 505	321	040	000	Comm Ed	Tuition			457.00	0.00	0.00
						0846	R 04 005 570	321	040	000	School Age Care	Tuition from			1,016.75	0.00	0.00
						0846	R 04 005 580	325	040	000	ECFE	Tuition			192.00	0.00	0.00
						0846	R 04 005 591	000	050	202	Youth Basketball	Fees			170.00	0.00	0.00
						0846	R 04 005 591	000	050	204	Youth Football	Fees			420.00	0.00	0.00
															\$2,255.75	\$0.00	
															<b>\$2,255.75</b>	<b>\$0.00</b>	
9246	0846	FAB	16106	Credit	A	09/30/23			Wire	1	1003	HS GENERAL FUND RECI					
						0846	R 01 005 000	000	051	000	Tablet Protection	Plan Fee			125.00	0.00	0.00
						0846	B 01 115 002				CALCULATORS	RECEIVABL			468.00	0.00	0.00
						0846	R 01 201 258	000	050	000	MS Music	Fees			45.00	0.00	0.00
						0846	R 01 300 212	000	050	000	Art	Fees			440.00	0.00	0.00
						0846	R 01 300 258	000	050	000	HS Music	Fees			65.00	0.00	0.00
						0846	R 01 300 292	000	050	000	General Athletics	Fees			550.00	0.00	0.00
						0846	R 01 300 296	000	060	214	HS Girls Activity	Tickets Reve			4,095.00	0.00	0.00
						0846	R 02 005 770	701	601	000	Student Lunch	Sales			6,058.00	0.00	0.00
						0846	R 01 300 255	000	621	110	HS Metals	Sales			50.00	0.00	0.00

# Breckenridge Public School

## Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
9246	0846	FAB	16106	Credit	A	09/30/23		Wire	1	1003	HS GENERAL FUND RECI					
			0846	R	01	100	791	000	052	000	Elem Yearbook Sales			66.00		0.00
			0846	R	01	100	620	000	050	000	Library Fees			7.25		0.00
			0846	R	21	005	298	301	099	990	DECA Revenue			200.00		0.00
			0846	R	01	005	000	000	051	000	Tablet Protection Plan Fee			10.00		0.00
														<b>Receipt Total:</b>	\$12,179.25	\$0.00
														<b>Deposit Total:</b>	\$12,179.25	\$0.00
9247	0846	FAB	16107	Credit	A	09/30/23		Wire	1	1002	STATE OF MINNESOTA					
REAP			0846	R	01	100	000	514	500	000	Elem REAP			11,719.88		0.00
														<b>Receipt Total:</b>	\$11,719.88	\$0.00
														<b>Deposit Total:</b>	\$11,719.88	\$0.00
9248	0846	FAB	16108	Credit	A	09/30/23		Check	1	1012	MSDMAX					
			0846	B	01	104	001				Minn. Sch. Dist Liquid Asset			623.10		0.00
														<b>Receipt Total:</b>	\$623.10	\$0.00
														<b>Deposit Total:</b>	\$623.10	\$0.00
9249	0846	FAB	16109	Credit	A	09/30/23		Wire	1	1012	MSDMAX					
			0846	B	01	104	002				Minn. Sch. District "max" Fund			13,035.34		0.00
														<b>Receipt Total:</b>	\$13,035.34	\$0.00
														<b>Deposit Total:</b>	\$13,035.34	\$0.00
9250	0846	FAB	16110	Credit	A	09/30/23		Wire	1	1022	BREMER BANK					
			0846	B	01	104	005				Bremer Money Market			347.96		0.00
														<b>Receipt Total:</b>	\$347.96	\$0.00
														<b>Deposit Total:</b>	\$347.96	\$0.00
9251	0846	FAB	16111	Credit	V	09/30/23		Check	1	1294	BRECKENRIDGE PUBLIC					
JM Return of Check			0846	R	01	005	000	000	099	000	Misc. Revenue			1,406.48		0.00
														<b>Receipt Total:</b>	\$1,406.48	\$0.00
														<b>Deposit Total:</b>	\$1,406.48	\$0.00





# Breckenridge Public School Student Activity Guideline Period Ending September 30, 2023

Sequence: Group-Sub, Crs

										<b>B24</b>							
L	Fd	Org	Pro	Fin	O/S	Crs	Class	Sub	Description	Annual Budget	Period 202403	Year To Date	% YTD	Encumbrances	+ Enc	% YTD	Remaining Balance
981 Mathletes																	
E	21	005	298	301	401	981	401	981	Mathletes Supplies	500.00	0.00	0.00	0%	0.00	0.00	0%	500.00
R	21	005	298	301	099	981	401	981	Mathletes Revenue	(500.00)	0.00	0.00	0%	0.00	0.00	0%	(500.00)
981 Mathletes																	
982 HS Band																	
B	21	401	982				400	982	HS Band	0.00	0.00	(6,065.42)	0%	0.00	0.00	0%	6,065.42
R	21	005	298	301	099	982	401	982	HS Band Revenue	(15,000.00)	0.00	0.00	0%	0.00	0.00	0%	(15,000.00)
E	21	005	298	301	401	982	401	982	HS Band Supplies	25,000.00	3,164.95	3,164.95	13%	0.00	0.00	13%	21,835.05
982 HS Band																	
B	21	401	983				400	983	Boys Golf	0.00	0.00	(205.54)	0%	0.00	0.00	0%	205.54
E	21	005	298	301	401	983	401	983	Boys Golf Supplies	500.00	0.00	0.00	0%	0.00	0.00	0%	500.00
R	21	005	298	301	099	983	401	983	Boys Golf Revenue	(500.00)	0.00	0.00	0%	0.00	0.00	0%	(500.00)
983 Boys Golf																	
984 HS Choir																	
B	21	401	984				400	984	HS Choir	0.00	0.00	(5,301.80)	0%	0.00	0.00	0%	5,301.80
R	21	005	298	301	099	984	401	984	HS Choir Revenue	(500.00)	0.00	0.00	0%	0.00	0.00	0%	(500.00)
E	21	005	298	301	401	984	401	984	HS Choir Supplies	500.00	0.00	0.00	0%	0.00	0.00	0%	500.00
984 HS Choir																	
986 FFA																	
B	21	401	986				400	986	FFA	0.00	0.00	(5,358.78)	0%	0.00	0.00	0%	5,358.78
E	21	005	298	301	401	986	401	986	FFA Supplies	7,000.00	0.00	0.00	0%	0.00	0.00	0%	7,000.00
R	21	005	298	301	099	986	401	986	FFA Revenue	(5,000.00)	0.00	0.00	0%	0.00	0.00	0%	(5,000.00)
986 FFA																	
987 Close Up																	
B	21	401	987				400	987	Close Up	0.00	0.00	(1,620.79)	0%	0.00	0.00	0%	1,620.79
987 Close Up																	
988 Speech																	
B	21	401	988				400	988	Speech	0.00	0.00	(4,251.89)	0%	0.00	0.00	0%	4,251.89
R	21	005	298	301	099	988	401	988	Speech Revenue	(500.00)	0.00	0.00	0%	0.00	0.00	0%	(500.00)
E	21	005	298	301	401	988	401	988	Speech Supplies	1,000.00	0.00	0.00	0%	0.00	0.00	0%	1,000.00
988 Speech																	
B	21	401	989				400	989	Drama Club	0.00	0.00	(2,267.90)	0%	0.00	0.00	0%	2,267.90
E	21	005	298	301	401	989	401	989	Drama Club Supplies	750.00	0.00	0.00	0%	0.00	0.00	0%	750.00
989 Drama Club																	
989 Drama Club Supplies																	





**Breckenridge Public School-Contingent Account**  
**Account Summary**  
September 2023

---

	<u>Sep 23</u>
<b>Ordinary Income/Expense</b>	
<b>Expense</b>	
01005010000899000 Sch Bd Misc	180.00
01100203000430000 Elem Supply	119.99
01100203161430012 Ess Supply	53.44
01300296000820202 GBB Dues	53.50
04005591000142212 YP Wrestling	240.00
	<hr/>
<b>Total Expense</b>	646.93
	<hr/>
<b>Net Ordinary Income</b>	-646.93
	<hr/>
<b>Net Income</b>	<b>-646.93</b>
	<hr/> <hr/>

**Breckenridge Public School-Contingent Account  
Transaction List by Date-Contingent Book  
September 2023**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
<b>Sep 23</b>						
Check	09/07/2023	27010	Minnesota BCA	SM,CD,KE,AF,LS,JH,...	01005010000899000 Sch Bd Misc	-180.00
Check	09/07/2023	27011	Julie Ekren	Canva Pro & Amazon	-SPLIT-	-173.43
Check	09/07/2023	27012	David Erlandson	YP Wrestling	04005591000142212 YP Wrestling	-40.00
Check	09/07/2023	27013	Tyler Burchill	YP Wrestling	04005591000142212 YP Wrestling	-40.00
Check	09/07/2023	27014	Weston Jensen	YP Wrestling	04005591000142212 YP Wrestling	-40.00
Check	09/07/2023	27015	Zander Jensen	YP Wrestling	04005591000142212 YP Wrestling	-40.00
Check	09/07/2023	27016	Riley Kappes	YP Wrestling	04005591000142212 YP Wrestling	-40.00
Check	09/07/2023	27017	Jordan Kappes	YP Wrestling	04005591000142212 YP Wrestling	-40.00
Check	09/07/2023	27018	Tim Jaehning		01300296000820202 GBB Dues	-53.50
Deposit	09/13/2023			Deposit	Breckenridge School District #8	991.18
<b>Sep 23</b>						

**Breckenridge Public School-Contingent Account  
Transaction List by Date  
September 2023**

---

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Sep 23</b>				
09/07/2023	27010	Minnesota BCA	SM,CD,KE,AF,LS,JH,JS,HG,FP,A...	-180.00
09/07/2023	27011	Julie Ekren	Canva Pro & Amazon	-173.43
09/07/2023	27012	David Erlandson	YP Wrestling	-40.00
09/07/2023	27013	Tyler Burchill	YP Wrestling	-40.00
09/07/2023	27014	Weston Jensen	YP Wrestling	-40.00
09/07/2023	27015	Zander Jensen	YP Wrestling	-40.00
09/07/2023	27016	Riley Kappes	YP Wrestling	-40.00
09/07/2023	27017	Jordan Kappes	YP Wrestling	-40.00
09/07/2023	27018	Tim Jaehning		-53.50
09/13/2023			Deposit	991.18
<b>Sep 23</b>				

C. Hires

1. Raymond Pearson, Part-Time Custodian

D. Resignations

E. Extra Curricular Contracts

F. Enrollment

28

	August	September	October	November	December	January	February	March	April	May	June '23
K	40	42	42								39
1	37	34	34								46
2	45	44	44								45
3	43	42	42								34
4	28	29	28								30
5	29	28	28								42
6	41	37	36								40
7	51	44	47								52
8	56	56	55								51
9	59	62	64								65
10	65	57	64								50
11	45	53	51								51
12	51	55	53								65
											610
PSEO		5	5	0	0	0	0	0	0	2	2
ALP only		0	0	0	0	0	0	0		0	0
Total	590	588	593	0	0						612
Pre-School	50	61	61								63
VL		6	6								9
Grand Total		655	660	0	0	0	0	0	0		684
MS St. Mary's		11	11								16
El. St. Mary's		20	29								13
Homeschool		11									0

**5. Communications**

A. Ex-officio Student Representatives

B. Dean of Students

C. K-12 Principal

30

# Breckenridge Elementary School

## Breckenridge Pride...Inspiring to Excel



### K-12 Board Report October 2023

**#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 Pride:**

- Custodian Appreciation Day - Oct 2, 2023
- NHS students helped with Bike, Walk, and Roll to School Day along with OSPTI on Oct. 4, 2023
- Wellness Committee - Monitors and promotes our wellness plan and drives initiatives to promote healthy choices.

#### **Grant & Other Report Updates:**

- Title Grants were returned with corrections needed. Those were addressed and resubmitted.
- Brianna Davis is working on the American Indian Aid application for this year and putting together our American Indian Parent Advisory Council to gather ideas for final submission.

#### **Professional Learning Community Kick-off**

- All teacher and support staff:
  - A Google classroom was created for all staff to begin creating a scope and sequence for all classes using their standards - national or state standards.
  - Veteran staff and new staff partnered up to help each other understand and review the R.E.A.L. (Readiness, Endurance, Assessed, Leverage) criteria for prioritizing standards.
- Maxine Lammers is leading a paraprofessional PLC group and providing great learning opportunities for them from various professionals. I have a check-in with them at the end of PLCs to go over some general items with them and address their questions/concerns.
- Sandy Kitzman is leading the SPED staff in PLCs on various topics related to services and due process procedures/practices.

#### **Assessments:**

- **ACTs**
  - Noah Brenden is looking at an opportunity for sophomores to take the Pre-ACT @ \$18/student.

# **Breckenridge Elementary School**

## **Breckenridge Pride...Inspiring to Excel**

### **SPARX Professional Development and Work Groups start next week:**

- PBIS development group - Corinna Erickson
- Onward - Teacher Resilience book study - Kristie Sullivan
- Dichotomy of Leadership book study - Jordan Christensen
- Redefining BPS Portrait of a Graduate development group - Miriam Tobola
- Shifting the Balance Literacy study - Lindsay Eggiman

### **Educator Excellence Program:**

- Student Growth Goals have been submitted by teachers and are in the process of being reviewed.
- Next up are the teacher's Individual Growth Plan submissions.

### **Attendance Procedures:**

- Received guidance from Wilkin County Social Services and the County Attorney in regard to addressing unexcused attendance issues.
- Process/procedure we are using this year:
  - Reports and letters are automatically generated using our student information system every Friday.
    - 3 unexcused absences = courtesy letter to guardians and student conference with principal.
    - 5 unexcused absences = warning letter and meeting with guardians, principal, and Wilkin County Social worker.
    - 7 unexcused absences = notification letter to guardians regarding report being made to Wilkin County Attorney and absence issue is then processed through the courts.

- D. Facilities Manager
- E. Business Manager
- F. Superintendent
- G. Committee Reports
  - 1. Budget Comittee
  - 2. Negotiations Committee
  - 3. Technology Comittee

33

Technology Committee  
Regular Meeting  
October 4, 2023, 3:30 pm  
HS Room 201

Members Present: Tom Thielen Kristie Sullivan Brenda Dahlgren Travis Ekren  
Renee Fedderson Ty.Mikkelson@doosan.com

Members Absent: Jordan Christensen Miriam Tobola Stacy Diaz Dessica Komestakes  
Jordan Snyder Corinna Erickson

Meeting called to order at 4pm

OLD BUSINESS:

1. [Technology Scope and Sequence](#) Please review the document and add comments as to where your grade/discipline is using these skills. This working copy will aid the Tech Department to provide necessary supports for our classrooms and grade bands.

New Business:

2. Chromebook policies

-Secondary educators expressed that chromebook rollout prior to the school year has allowed for a smoother transition back to school. Some students, especially those in younger grades, do still struggle with personal management (coming to school with chromebook charged). Last year was the first year that chargers were not collected at the end of the school year (they are property of the student) and the vast majority of students had their chargers ready to go when they picked up their device. Spare chargers are available to students for \$10.

-Cases are no longer given to students as studies show (and educators on the committee concurred) that students given cases are more likely to be careless with their device and break more often. Students are also leaving their chromebooks unattended much less, leading to zero reports of lost devices thus far, knowing that they can face disciplinary action.

-25 students have purchased insurance for the 23-24 school year, approximately 8% of the secondary population. One student without insurance has already been assessed for two damaged screens.

3. Fully Equipped Classroom

-Classroom PC's and Teacher Chromebooks are within a couple years of needing replacement. Discussion will continue during future meetings to gauge what the best and most cost effective solutions are for outfitting classroom and mobile teacher needs.

-Within the next several years, we want each classroom in the district to be 'fully equipped' meaning each will have a PC, Docking/Charging Station, Classroom Audio, Interactive Flat Panel, Charging cabinets, Document Cameras, and Classroom Cameras.

4. Projectors and Flat Panels

-Classrooms with Epson 460 projectors are in need of urgent replacement. Costs to power and maintain these devices are exceeding their worth. Tom has added IFP's to the Choir Room, Linda Hillestad's Room, and has 2 more on hand- but likely needs 10 more.

-Prior to purchasing a bulk shipment of Flat Panels, Supt. Sullivan would like Teacher Feedback on Flat Panels we are considering. Tom will collaborate with administration and get a vendor to bring in a couple of demo models on November 6 so we can collectively decide on Newline, Promethean, or Clever.

**5. Committee Concerns**

- Committee expressed partnering with a vendor to have an ATM added to the high school campus
- Travis expressed 3D Printing environment is becoming antiquated; 3D printing will be a part of the new Learning Center but Tom will also look into cost effective solutions for our existing units as well.

Meeting Adjourned At 4:55

Respectfully Submitted,

Tom Thielen  
Technology Coordinator



# State of the Tech Department

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Breckenridge Public Schools  
Tom Thielen, Technology Coordinator

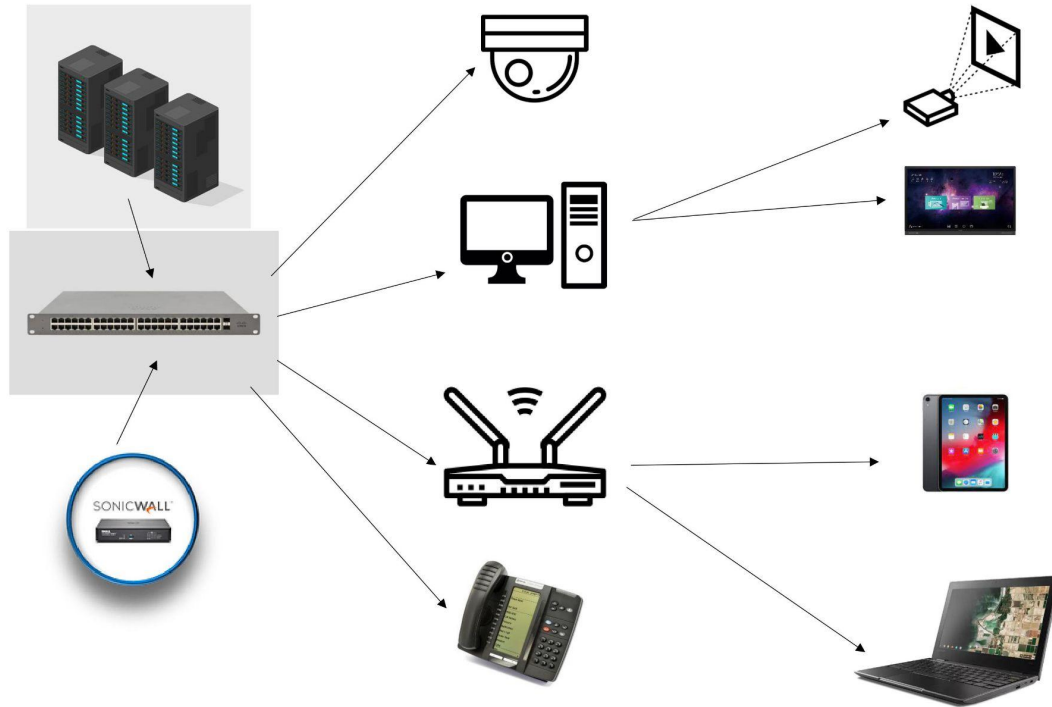
# Purpose

Identify and Communicate needs of the Technology Department

Identify and List priorities of the BPS network

Answer questions about current inventory and goals

Focus on where we are, where we need to go, and how we get there



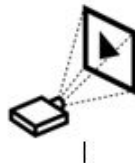
## Three Levels of Breck Tech

-Network (Servers, Switches, Firewall)

-Intermediary (IP Cameras & Phones, Classroom Desktops, Wireless Access Points)

-Endpoint (Projection, Chromebooks, iPads)

Since 2015, the Chromebook has been the focal point of technology purchasing.



# Breckenridge Schools 1:1 Devices

>To date, have strictly purchased Lenovo. These are budget friendly and reliable machines.

>"N series" (N21, N22, N23) were the original devices rolled out. The life span on these were short.

>Currently using 100e (grades 4-12) and 300e for grades 1-3 (touchscreen)

>Primary Vendor is Trafera; recent data shows that 100/300/500e series has expected life span of 4-6 years; End of Life not until 2027

Kindergarten is still using iPads. There is new MN legislation dictating screen time and active use of these in the classroom.

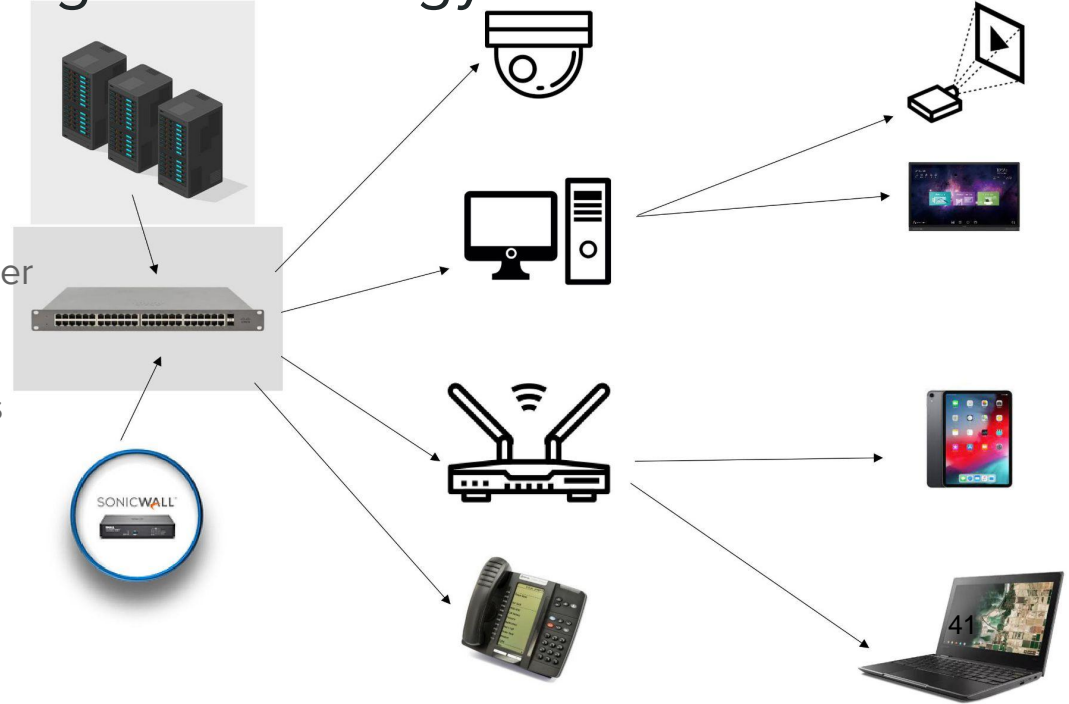
## NUMBERS:

>in March 2022, approximately 1,300 chromebooks had an active license

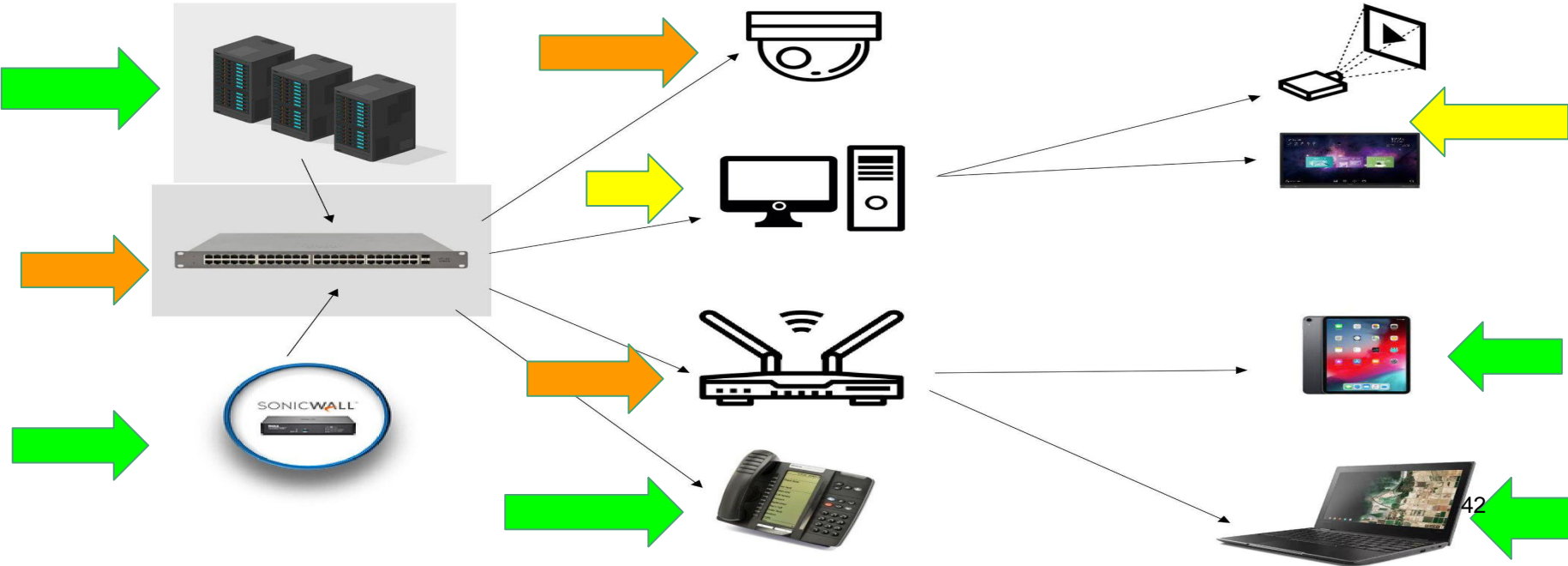
>Partners have been identified to purchase old, EOL, unused tech (chromebooks and desktops)

# Future goals of Breckenridge Technology

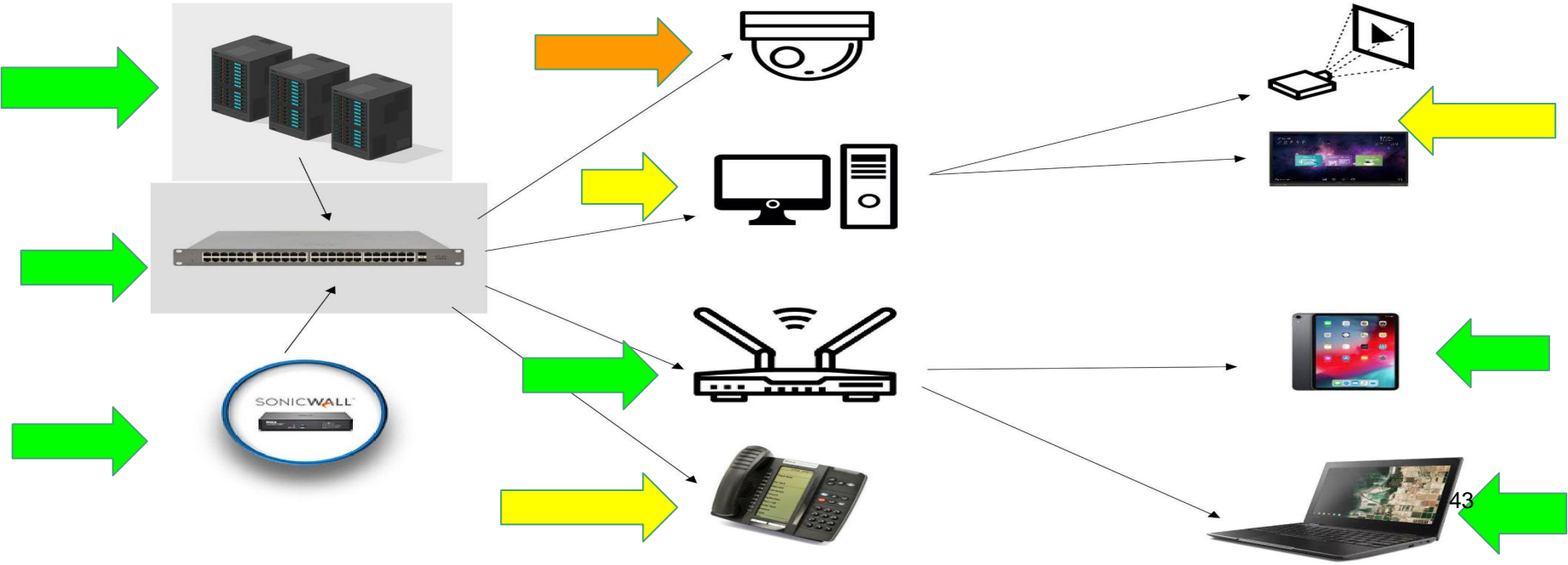
- > Sustainable Tech Practices
- > Responsible Stewardship of Resources
- > Shifting from focus on 1:1 to focus on broader network and intermediary tech
- > Portability of New Purchases and Initiatives
- > Relaunch Tech Advisory Committee



# Evaluation of current infrastructure (as of Oct 2022)



# Evaluation of current infrastructure (CURRENT)



# Strategic Planning

>Goal: Stable and Reliable network

>All devices in good health within 5 years

>Replace Needed Items as Follows:

>Network

>Intermediary

>Endpoint

Sources of funding:

>Annual Budget

>2021 Levy Increase

>Grants (COPS, E-rate, ~~ECF~~, ~~ESSR~~)

>Revenue (~~Lease~~, Insurance, Fines, Sales)

2022: Switches

2023: Wireless

2024: Cameras

2025-26: Desktops

and Classroom Tech

2027: World Class Ed

2022: ~~Switches~~

2023: ~~Wireless~~ Cameras

2024: ~~Cameras~~ Phones

2025-26: Desktops and  
Classroom Tech

2027: World Class Ed

**6. Old Business**

A. Second Reading Policy 506

48

Adopted: 08/09/2005

Breckenridge ISD 846 Policy 506

Orig. 1995

Revised: ~~09/16/2019~~ 11/15/2023

Rev. 20~~17~~23

**LOCAL LANGUAGE IS HIGHLIGHTED IN YELLOW**

Adds substantial revisions: Nonexclusionary disciplinary practices, reasonable force, recess, etc. **Second reading changes**

## **506 STUDENT DISCIPLINE**

### **I. PURPOSE**

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

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

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

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

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

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

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

students of the school district.

### **III. DEFINITIONS**

- A. "Nonexclusionary disciplinary policies and practices" means policies and practices that are alternatives to dismissing a pupil from school, including but not limited to evidence-based positive behavior interventions and supports, social and emotional services, school-linked mental health services, counseling services, social work services, academic screening for Title 1 services or reading interventions, and alternative education services. Nonexclusionary disciplinary policies and practices include but are not limited to the policies and practices under sections 120B.12; 121A.575, clauses (1) and (2); 121A.031, subdivision 4, paragraph (a), clause (1); 121A.61, subdivision 3, paragraph (r); and 122A.627, clause (3).
- B. "Pupil withdrawal agreement" means a verbal or written agreement between a school administrator or district administrator and a pupil's parent to withdraw a student from the school district to avoid expulsion or exclusion dismissal proceedings. The duration of the withdrawal agreement cannot be for more than a 12-month period.

### **IV. POLICY**

- A. The school board must establish uniform criteria for dismissal and adopt written policies and rules to effectuate the purposes of the Minnesota Pupil Fair Dismissal Act. The policies must include nonexclusionary disciplinary policies and practices consistent with Minnesota Statutes, section 121A.41, subdivision 12, and must emphasize preventing dismissals through early detection of problems. The policies must be designed to address students' inappropriate behavior from recurring.
- B. The policies must recognize the continuing responsibility of the school for the education of the pupil during the dismissal period.
- C. The school is responsible for ensuring that alternative educational services, if the pupil wishes to take advantage of them, must be adequate to allow the pupil to make progress toward meeting the graduation standards adopted under Minnesota Statutes, section 120B.02 and help prepare the pupil for readmission in accordance with section Minnesota Statutes, section 121A.46, subdivision 5.
- D. For expulsion and exclusion dismissals and pupil withdrawal agreements as defined in Minnesota Statutes, section 121A.41, subdivision 13:
  - 1. for a pupil who remains enrolled in the school district or is awaiting

enrollment in a new district, the school district's continuing responsibility includes reviewing the pupil's schoolwork and grades on a quarterly basis to ensure the pupil is on track for readmission with the pupil's peers. The school district must communicate on a regular basis with the pupil's parent or guardian to ensure that the pupil is completing the work assigned through the alternative educational services as defined in Minnesota Statutes, section 121A.41, subdivision 11. These services are required until the pupil enrolls in another school or returns to the same school;

2. a pupil receiving school-based or school-linked mental health services in the school district under Minnesota Statutes, section 245.4889 continues to be eligible for those services until the pupil is enrolled in a new district; and
3. the school district must provide to the pupil's parent or guardian information on accessing mental health services, including any free or sliding fee providers in the community. The information must also be posted on the school district website.

#### **VIII. AREAS OF RESPONSIBILITY**

- A. The School Board. The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.
- B. Superintendent. The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.
- C. Principal. The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of Behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to ~~correct or~~ restrain a student ~~to or~~ prevent imminent bodily

harm or death to ~~the student or~~ another.

- D. Teachers. All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to ~~correct or~~ restrain a student ~~to or~~ prevent **imminent** bodily harm or death to ~~the student or~~ another.
- E. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student ~~to or~~ prevent bodily harm or death to ~~the student or~~ another.
- F. Parents or Legal Guardians. Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members. Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.
- I. Reasonable Force Reports
1. The school district must report data on its use of any reasonable force used on a student with a disability to correct or restrain the student to prevent imminent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c), as outlined in section 125A.0942, subdivision 3, paragraph (b).
  2. Beginning with the 2024-2025 school year, the school district must report annually by July 15, in a form and manner determined by the MDE Commissioner, data from the prior school year about any reasonable force used on a general education student to correct or restrain the student to prevent imminent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota

Statutes, section 125A.0941, paragraph (c).

3. Any reasonable force used under Minnesota Statutes, sections 121A.582; 609.06, subdivision 1; and 609.379 which intends to hold a child immobile or limit a child's movement where body contact is the only source of physical restraint or confines a child alone in a room from which egress is barred shall be reported to the Minnesota Department of Education as a restrictive procedure, including physical holding or seclusion used by an unauthorized or untrained staff person.

## **VI. STUDENT RIGHTS**

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

## **VII. STUDENT RESPONSIBILITIES**

All students have the responsibility:

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

common standards of decency and which is consistent with applicable school district policy;

- L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M. To conduct themselves in an appropriate physical or verbal manner; and
- N. To recognize and respect the rights of others.

### **VIII. CODE OF STUDENT CONDUCT**

- A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.
  - 1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
  - 2. The use of profanity or obscene language, or the possession of obscene materials;
  - 3. Gambling, including, but not limited to, playing a game of chance for stakes;
  - 4. Violation of the school district's Hazing Prohibition Policy;
  - 5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;

6. Violation of the school district's Student Attendance Policy;
7. Opposition to authority using physical force or violence;
8. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices Policy;
9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of the school district's Weapons Policy;
14. Violation of the school district's Violence Prevention Policy;
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where

there is a risk of fire, except where the device is used in a manner authorized by the school;

19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
21. Violation of the school district's Internet Acceptable Use and Safety Policy;
22. Use of an **electronic device eell-phone** in violation of the school district's Internet Acceptable Use and Safety Policy; ~~Possession of nuisance devices or objects which cause distractions and may facilitate cheating including, but not limited to, pagers, radios, and phones, including picture phones;~~
23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district's Bullying Prohibition Policy;
30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang

membership;

31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;
33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
35. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to teachers or other school district personnel;
36. Violation of the school district's Harassment and Violence Policy;
37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
40. Verbal assaults or verbally abusive behavior including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people, or threatening to school property;
41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;
43. Violation of the school district's Distribution of Nonschool-Sponsored

Materials on School Premises by Students and Employees Policy;

44. Violation of the school district's one-to-one device rules and regulations;
45. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

## **IX. RECESS AND OTHER BREAKS**

- A. "Recess detention" means excluding or excessively delaying a student from participating in a scheduled recess period as a consequence for student behavior. Recess detention does not include, among other things, providing alternative recess at the student's choice.
- B. The school district is encouraged to ensure student access to structured breaks from the demands of school and to support teachers, principals, and other school staff in their efforts to use evidence-based approaches to reduce exclusionary forms of discipline.
- C. The school district must not use recess detention unless:
  1. a student causes or is likely to cause serious physical harm to other students or staff;
  2. the student's parent or guardian specifically consents to the use of recess detention; or
  3. for students receiving special education services, the student's individualized education program team has determined that withholding recess is appropriate based on the individualized needs of the student.
- D. The school district must not withhold recess from a student based on incomplete schoolwork.

- E. The school district must require school staff to make a reasonable attempt to notify a parent or guardian within 24 hours of using recess detention.
- F. The school district must compile information on each recess detention at the end of each school year, including the student's age, grade, gender, race or ethnicity, and special education status. This information must be available to the public upon request. The school district is encouraged to use the data in professional development promoting the use of nonexclusionary discipline.
- G. The school district must not withhold or excessively delay a student's participation in scheduled mealtimes. This section does not alter a district or school's existing responsibilities under Minnesota Statutes, section 124D.111 or other state or federal law.

**X. DISCIPLINARY ACTION OPTIONS**

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

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.
- C. Parent contact;
- D. Parent conference;
- E. Removal from class;
- F. In-school suspension;

- G. Suspension from extracurricular activities;
- H. Detention or restriction of privileges;
- I. Loss of school privileges;
- J. In-school monitoring or revised class schedule;
- K. Referral to in-school support services;
- L. Referral to community resources or outside agency services;
- M. Financial restitution;
- N. Referral to police, other law enforcement agencies, or other appropriate authorities;
- O. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- P. Out-of-school suspension under the Pupil Fair Dismissal Act;
- Q. Preparation of an admission or readmission plan;
- R. Saturday school;
- S. Expulsion under the Pupil Fair Dismissal Act;
- T. Exclusion under the Pupil Fair Dismissal Act; and/or
- U. Other disciplinary action as deemed appropriate by the school district.

**XI. REMOVAL OF STUDENTS FROM CLASS**

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

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

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

Such removal shall be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

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

- B. If a student is removed from class more than **three (3) times** in a school year, the school district shall notify the parent or guardian of the student's **third** removal from class and make reasonable attempts to convene a meeting with the student's parent or guardian to discuss the problem that is causing the student to be removed from class.

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

1. **When circumstances permit, students shall be removed from class upon agreement of the appropriate teacher and/or principal after an informal conference with the pupil.**
2. **The removal from class may be imposed without an informal conference where it appears that the student will create an immediate and substantial danger to himself/herself or to persons or property. If a student is removed from class due to immediate and substantial danger to himself/herself and no conference has been held, the teacher will notify the office immediately to inform the principal of the action taken.**

3. The length of time of the removal from class shall be at the discretion of the principal after consultation with the teacher, subject to the provisions of Minnesota Statute 127.41, Subdivision 3(e) and the Pupil Fair Dismissal Act.
4. A written disciplinary report shall be submitted by the teacher or district employee within 24 hours of the removal of any student from his/her class.
5. A teacher, school employee, bus driver or other agent of the district may use reasonable force ~~when it is necessary under the circumstances~~ to restrain a student ~~in order to~~ prevent bodily harm or death to another.

D. Period of Time for which a Student may be Removed from Class (may not exceed five (5) class periods for a violation of a rule of conduct)

1. The removal from class shall be for a period of time deemed appropriate by the principal, in consultation with the teacher.

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

1. Students removed from class are to report to the office immediately. The teacher will alert the office. If assistance is required to remove the student, a school administrator ~~the Dean of Students or Principal~~ may be sent to escort them.
2. In the event of disobedient or aggressive behavior, the teacher should immediately call the office for assistance.
3. Once in the office, the student will be supervised by office staff or a principal designee until administration can meet with the student ~~him/her~~.

F. Procedures for Return of a Student to a **Specific** Class From Which the Student was Removed.

1. The student may return to class after a conference with the appropriate administrator or designee.
2. This conference may include an examination of what happened and what can be done differently in the future to prevent it from happening again.
3. The principal or designee will follow-up with any student incident reports that have been submitted by the classroom teacher to determine if further consequences are needed.
4. The **leveled** system of discipline will be used as a guide in determination

of discipline.

G. Procedures for ~~Notification~~. Notifying a Student and Student's Parents or Guardian of Violation of the Rules of Conduct and of Resulting Disciplinary Actions;

1. The principal or designee determines the necessity of parent/guardian notification resulting from the student being removed from class.
2. The principal or designee will work with the teacher to notify the student of the violation of the discipline rules and resulting disciplinary action.
3. The principal or designee will notify parents/guardians of any additional consequences, if needed, as outlined in the student handbook. This notification may take the form of a phone call, email, conference, or written notice mailed to the parents/guardians.

H. Disabled Students; Special Provisions.

1. Students with chronic behavioral issues will require documented interventions before they can be referred for special education testing. These will be determined by the referring staff members and monitored for results. In the event the interventions have no impact on the behaviors, a special education referral will be made through the high school office, a pre-assessment meeting will be scheduled with the parent/guardian and testing will be done pending their approval.
2. Students with an IEP may be removed from class for behaviors that interfere with the learning and/or safety of other students and staff. Removal must not exceed five consecutive days or ten cumulative days for the year without a manifestation determination meeting of the members of the student's IEP team to decide if the special needs are causing the behaviors. If a student has an individual behavior plan in their IEP, that may take the place of the outline above.

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

1. The school district will maintain a chemical abuse pre-assessment team comprised of school counselor(s), social worker(s), principal/designee and activities director.
2. Administration, with reasonable suspicion of student use of alcohol or other illegal substances during the school day, and/or school sponsored events, may implement or direct the use of a Passive Breath Alcohol Sensor device to determine alcohol consumption. Law enforcement may

be called to help assist with this procedure.

3. Administration, with reasonable suspicion of student use of illegal substances during the school day, and/or school sponsored events, may implement or direct the use of procedures allowed under the law, to determine chemical use. Law enforcement may be called to help assist in this procedure.

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

1. The student handbook will be used to determine appropriate interventions for violations of the code of student conduct.

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

1. In the event of student behavior concerns, classroom teachers are highly encouraged to contact parents/guardians as soon as possible.
2. Staff are encouraged to refer students to the school counselor, social worker or **Teacher Assistance Team (TAT)** for additional support of students and families when behavior concerns arise.
3. Communication to parents may include a phone call, email, written correspondence, or invitation to a conference.

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

1. Early detection of behavioral problems is the key to a successful classroom environment. Early detection procedures may include but are not limited to staff development activities that keep teachers informed as to current behavioral instructional strategies and the use of appropriate school resources to best meet student needs.

**M. ~~Any~~ Procedures Determined Appropriate for Referring a Student in Need of Special Education Services to Those Services; ~~and~~**

1. Staff are encouraged to refer students who may need special education services to the school counselor, social worker or **Teacher Assistance Team (TAT)**.

**N. ~~Any~~ Procedures Determined Appropriate for Ensuring Victims of Bullying who Respond with Behavior not Allowed under the School's Behavior Policies have**

Access to a Remedial Response, Consistent with Minnesota Statutes, section 121A.031.

1. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct. Refer to Policy 514 Bullying Prohibition.
2. Staff development activities include identifying, preventing, and appropriately addressing bullying.
3. The school district investigates all complaints of bullying reported to the school district.

## **XII. DISMISSAL**

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

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

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

- B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:
1. Willful violation of any reasonable school board regulation, including those found in this policy;
  2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
  3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

- C. **Disciplinary Dismissals Prohibited**

1. A pupil enrolled in the following is not subject to dismissals under the Pupil Fair Dismissal Act:
  - a. a preschool or prekindergarten program, including an early childhood family education, school readiness, school readiness plus, voluntary prekindergarten, Head Start, or other school-based preschool or prekindergarten program; or
  - b. kindergarten through Grade 3.
2. This section does not apply to a dismissal from school for less than one school day, except as provided under Minnesota Statutes, chapter 125A and federal law for a student receiving special education services.
3. Notwithstanding this section, expulsions and exclusions may be used only after resources outlined under Nonexclusionary discipline have been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.

**D. Suspension Procedures**

1. “Suspension” means an action by the school administration, under rules promulgated by the School Board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.
2. School administration must allow a suspended pupil the opportunity to complete all school work assigned during the period of the pupil's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to designate a district or school employee as a liaison to work with the pupil's teachers to allow the suspended pupil to (1) receive timely course materials and other information, and (2) complete daily and weekly assignments and receive teachers' feedback.
3. If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with

the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.

4. **The definition of suspension under Minnesota Statutes, section 121A.41, subdivision 10, does not apply to a student's dismissal from school for one school day or less, except as provided under federal law for a student with a disability.** Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.
5. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6<sup>th</sup>) consecutive day of suspension or the tenth (10<sup>th</sup>) cumulative day of suspension has elapsed.
6. **Alternative education services must be provided to a pupil who is suspended for more than five (5) consecutive school days. ~~The school administration shall implement alternative educational services when the suspension exceeds five (5) days.~~** Alternative educational services may

include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minnesota Statutes, section 123A.05 selected to allow the student to progress toward meeting graduation standards under Minnesota Statutes, section 120B.02, although in a different setting.

7. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.
8. After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:
  - a. strongly encourage counselor/mental health services;
  - b. for K-6 students, a parent or guardian of the student may be encouraged to attend school with the student for one day;
  - c. petition the juvenile court that the student is in need of services under Minnesota Statutes chapter 260C.
9. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference. (See attached sample Notice of Suspension.)
10. The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.
11. In the event a student is suspended without an informal administrative

conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.

12. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) **consecutive school** days.

**E. Expulsion and Exclusion Procedures**

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, **Minnesota Statutes, sections** 121A.40-121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.
5. The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, **Minnesota Statutes, sections** 121A.40-121A.56; describe **alternative educational services the nonexclusionary disciplinary practices** accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district **must shall** advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education

(MDE) and is posted on its website.

6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.
7. All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.
10. If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.
14. The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.

15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.
17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of **the Minnesota Department of Education** (Commissioner) of the basis and reason for the decision.
18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to **Minnesota Statutes, section 121A.49**. The decision of the school board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

### **XIII. ADMISSION OR READMISSION PLAN**

A school administrator ~~shall~~ **must** prepare and enforce an admission or readmission plan

for any student who is excluded or expelled from school. The plan ~~may~~ **must** include measures to improve the student's behavior, ~~including which may include~~ completing a character education program consistent with Minnesota Statutes, section 120B.232, subdivision 1, ~~and require~~ social and emotional learning, counseling, social work services, mental health services, referrals for special education or 504 evaluation, and evidence-based academic interventions. The plan **must** include reasonable attempts to **obtain** parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

#### **XIV. NOTIFICATION OF POLICY VIOLATIONS**

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

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

#### **XV. STUDENT DISCIPLINE RECORDS**

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

#### **XVI. ~~DISABLED STUDENTS~~ STUDENTS WITH DISABILITIES**

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

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parent shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i)

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

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

## **XVII. OPEN ENROLLED STUDENTS**

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

## **XVIII. DISCIPLINE COMPLAINT PROCEDURE**

Students, parents and other guardians, and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied.

The Discipline Complaint Procedure must, at a minimum:

1. provide procedures for communicating this policy including the ability for a parent to appeal a decision under Minnesota Statutes, section 121A.49 that contains explicit instructions for filing the complaint;
2. provide an opportunity for involved parties to submit additional information related to the complaint;

3. provide a procedure to begin to investigate complaints within three school days of receipt, and identify personnel who will manage the investigation and any resulting record and are responsible for keeping and regulating access to any record;
4. provide procedures for issuing a written determination to the complainant that addresses each allegation and contains findings and conclusions;
5. if the investigation finds the requirements of Minnesota Statutes, sections 121A.40 to 121A.61, including any local policies that were not implemented appropriately, contain procedures that require a corrective action plan to correct a student's record and provide relevant staff with training, coaching, or other accountability practices to ensure appropriate compliance with policies in the future; and
6. prohibit reprisals or retaliation against any person who asserts, alleges, or reports a complaint, and provide procedures for applying appropriate consequences for a person who engages in reprisal or retaliation.

#### **XIX. DISTRIBUTION OF POLICY**

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

#### **XX. REVIEW OF POLICY**

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

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
 Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)  
 Minn. Stat. § 120B.232 (Character Development Education)  
 Minn. Stat. § 121A.26 (School Preassessment Teams)  
 Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)  
 Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)

Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)  
 Minn. Stat. § 121A.582 (~~Student Discipline~~; Reasonable Force)  
 Minn. Stat. § 121A.60 (~~Definitions~~)  
 Minn. Stat. § 121A.61 (~~Discipline and Removal of Students~~ from Class)  
 Minn. Stat. § 122A.42 (General Control of Schools)  
 Minn. Stat. § 123A.05 (~~State-Approved Alternative Program Area Learning Center~~ Organization)  
 Minn. Stat. § 124D.03 (Enrollment Options Program)  
 Minn. Stat. § 124D.08 (~~School Boards' Approval to Enrollment~~ in Nonresident District; ~~Exceptions~~)  
 Minn. Stat. Ch.125A (~~Students With Disabilities~~ Special Education and Special Programs)  
 Minn. Stat. § 152.22, Subd. 6 (~~Medical Cannabis~~; Definitions)  
 Minn. Stat. § 152.23 (~~Medical Cannabis~~; Limitations)  
 Minn. Stat. Ch. 260A (Truancy)  
 Minn. Stat. Ch. 260C (Juvenile ~~Safety and Placement Court Act~~)  
 20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education ~~Improvement Act of 2004~~)  
 29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)  
 34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

***Cross References:***

Policy 413 (Harassment and Violence)  
 Policy 419 (Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices)  
 Policy 501 (School Weapons)  
 Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)  
 Policy 503 (Student Attendance)  
 Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)  
 Policy 514 (Bullying Prohibition Policy)  
 Policy 524 (Internet Acceptable Use and Safety Policy)  
 Policy 525 (Violence Prevention)  
 Policy 526 (Hazing Prohibition)  
 Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)  
 Policy 610 (Field Trips)  
 Policy 709 (Student Transportation Safety Policy)  
 Policy 711 (Video Recording on School Buses)  
 Policy 712 (Video Surveillance Other Than on Buses)

**7. New Business**

A. Resolution Accepting Donations

B. ELL Contract

76

# Independent School District #846 Contract for Service

THIS AGREEMENT, effective the 1st day of September, 2023, by and between Independent School District #846, Breckenridge, located in Breckenridge, Minnesota, and Independent School District #852, Campbell/Tintah, located in Campbell, Minnesota for the following services. Campbell/ Tintah School District will purchase from Breckenridge School District:

Service & Salary: One day (4.64 hours) per week from Sergey Karamanov for English Language Learner consultation services. Campbell/Tintah School District agrees to pay Breckenridge School District \$366 per day. Estimated number of days of service is 17, which is a total cost of \$6,222.

Dates of service: September 1, 2023 through end of 2023/2024 school year

The Campbell/Tintah School District will remit payment to the Breckenridge School District for services provided at the conclusion of school year.

The parties to this contract agree to accept its provisions.

\_\_\_\_\_  
ISD 846, Authorized Signature

\_\_\_\_\_  
ISD 852, Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

C. First Reading: Policy 104

D. November Board Meeting

E. Veterans Day Program Update

**8. Adjournment**