



**DETROIT LAKES PUBLIC SCHOOLS**  
**AGENDA**  
**REGULAR SCHOOL BOARD MEETING**  
**Monday, July 19, 2021 - 7:00 AM**  
**City Council Chambers, 1025 Roosevelt Avenue, Detroit Lakes, MN 56501**

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*The mission of the Detroit Lakes Public schools is to fill our sails with Laker PRIDE.*

**District Office ~ 702 Lake Avenue, Detroit Lakes, MN 56501 ~ 218.847.9271 ~ Website: [www.dlschools.net](http://www.dlschools.net)**  
**Superintendent: Mark Jenson    Director of Finance & Operations: Jason Kuehn    Education Director: Renee Kerzman**

**BOARD MEMBERS:**

**Amy Erickson, Vice-Chair**  
1380 East Shore Drive  
Detroit Lakes, MN 56501  
218.841.2944

**Courtney Henderson, Director**  
2205 Edgewood Drive  
Detroit Lakes, MN 56501  
218.234.7351

**Jennifer Pedersen, Treasurer**  
1354 East Shore Drive  
Detroit Lakes, MN 56501  
218.841.0291

**Dr. Thomas Seaworth**  
20411 Oakland Beach Drive  
Detroit Lakes, MN 56501  
218.849.9482

**John Steffl, Chair**  
22370 Steffl Road  
Callaway, MN 56521  
218.850.5060

**April Thomas, Clerk**  
25592 Almquist Road  
Detroit Lakes, MN 56501  
651.271.1818

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- I. **CALL TO ORDER**  
Presenter: Erickson, Board Chair
- II. **ROLL CALL**  
Presenter: Erickson, Board Chair
- III. **PLEDGE OF ALLEGIANCE**  
Presenter: Erickson, Board Chair
- IV. **APPROVAL OF AGENDA**  
Presenter: Erickson, Board Chair
  - A. Approve the Agenda for the July 19, 2021, Regular School Board Meeting, as presented.
- V. **RECOGNITIONS**  
Presenter: Erickson, Board Chair
- VI. **COMMENTS AND REQUESTS FROM VISITORS**  
Presenter: Erickson, Board Chair  
A fifteen-minute time limit will be allowed for audience comment. Those requesting audiences will inform either the Board Chairman or the Superintendent prior to the meeting that you wish to address the Board.
- VII. **CONSENT ITEMS**  
Presenter: Erickson, Board Chair  
Action is requested on the following items of the consent agenda. Consent agenda items are typically adopted without discussion of the individual items because they are routine or ordinary in action. Any consent agenda item may be removed for further discussion and deliberation by any member of the board.
  - A. Approve the Minutes of the June 21, 2021, Regular School Board Meeting.
  - B. Approve District Bills
  - C. Approve District Hand Payable Bills
  - D. Approve Personnel Agenda Items
  - E. Acknowledge the Detroit Lakes Principals Association (DLPA) Intent to Negotiate.

- F. Renew Detroit Lakes Chamber of Commerce Membership for the 2021-2022 school year.
- G. Approve Second Reading of Policy 726 - Use of Electronic Signatures to Conduct Official Business.
- H. Approve Agreement between ABE & Literacy Minnesota to provide access to MABE Software and companion files for July 1, 2021, through June 30, 2022.
- I. Authorize Signatures of Mark Jenson, Superintendent, and Jason Kuehn, Director of Finance & Operations, for the M-State Lease Agreement/Joint Powers Agreement
- J. Approve Memorandum of Understanding between ISD #22 and Valerie Schultz.
- K. **Donations:**
  - 1. \$33.36 from Julie Whitworth and The Benevity Community Impact Fund for Rossman Elementary.

**VIII. DISCUSSION ITEMS**

Discussion items receive individual attention because of the nature of the issues and need for introductory or other discussion in order to review the information prior to taking action. This is also the agenda location for items which simply need school board review, but no formal action on the items is required. Discussion items will typically return to the agenda at a future point for more specific action.

- A. High School - Fall Update  
Presenter: Josh Omang, High School Principal
- B. Construction/Time Capsule  
Presenter: Mark Jenson, Superintendent

**IX. ACTION ITEMS**

Action items receive individual attention because of the nature of the issues, the need to discuss or review the information prior to taking action, or the specific kind of action required for the item.

- A. Resolution Designating Identified Official with Authority (IOwA)  
Presenter: Erickson, Board Chair
- B. Construction Change Orders - Roosevelt, Rossman, Middle School and High School  
Presenter: Erickson, Board Chair
- C. Property Tax Levy Adoption Calendar  
Presenter: Jason Kuehn, Director of Finance & Operations
- D. Long-Term Facilities Maintenance Ten-Year Revenue Plan for Fiscal Year 2022  
Presenter: Jason Kuehn, Director of Finance & Operations

**X. ADMINISTRATIVE AND BOARD REPORTS**

- A. **Board Committee and Representative Reports**
  - 1. Activities Committee Meeting - July 1, 2021  
Presenter: Thomas, Board Clerk
  - 2. Facilities Committee Meeting - 7/14/2021  
Presenter: Johnson, Board Treasurer
  - 3. Early Childhood/Childcare Meeting - 7/14/2021  
Presenter: Erickson, Board Chair
  - 4. Finance Committee Meeting - 7/15/2021  
Presenter: Pedersen, Board Director

**XI. UPCOMING EVENTS AND ACTIVITIES**

- Presenter: Erickson, Board Chair
- A. Finance Committee Meeting - August 12, 2021 - 12:00 PM
- B. August Board Meeting - August 16, 2021, 7:00 AM - City Council Chambers

**XII. SUPERINTENDENT EVALUATION**

- Presenter: Erickson, Board Chair
- A. Close Meeting - At this time the Board will go into closed session to complete the evaluation of the Superintendent  
Presenter: Erickson, Board Chair
- B. Return to Open Meeting  
Presenter: Erickson, Board Chair

**XIII. MEETING ADJOURNED**

- Presenter: Erickson, Board Chair



**OFFICIAL PROCEEDINGS**  
**SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 22**  
**BECKER AND OTTERTAIL COUNTIES, DETROIT LAKES, MINNESOTA 56501**

**Regular School Board Meeting**  
**Monday, June 21, 2021, 7:00 AM**  
**City Council Chambers ~ 1025 Roosevelt Avenue, Detroit Lakes, MN, 56501**

**Present:** Courtney Henderson, Kylie Johnson, Jennifer Pedersen, John Steffl, April Thomas.

**Absent:** Amy Erickson.

The meeting was called to order at 7:00 AM by Board Vice-Chair Steffl.

The Pledge of Allegiance was recited.

A motion was made by Thomas, seconded by Henderson, to approve the agenda. Motion carried unanimously.

Board Vice-Chair Steffl acknowledged the following Recognitions:

- A. Four DLHS Choir Students selected into the MMEA All-State Choirs:
  - a. Annie Houglum – Mixed Choir – Jason Max Ferdinand, Conductor – Oakwood University, Huntsville, AL
  - b. Malia McKenzie – Soprano-Alto Choir – July Yu Oppenheim, Conductor – Kansas State University, Manhattan, KS
  - c. Elijah Blow – Tenor-Bass Choir – Mark Potvin, Conductor – Lutheran College, Decorah, IA
  - d. Alexander Fletcher – Tenor-Bass Choir – Mark Potvin, Conductor – Lutheran College, Decorah, IA
- B. 2021 Teacher of the Year – Todd Jackson, Roosevelt Elementary & ALC Physical Education Teacher
- C. Rhonda Fode, Instructional Coach – Summer Programming

Keith Eckhoff, Instructional Coach, was present to give the annual report on the Quality Compensation (Q Comp) Program of Professional Development in the District. (EXHIBIT)

A motion was made by Johnson, seconded by Pedersen to approve the following consent agenda items. Motion carried unanimously.

- A. Approve the Minutes of the May 17, 2021, Regular School Board Meeting.
- B. Approve K-12 computer checks #664116 – 664329 in the amount of \$1,865,774.56. Hand payable checks #663840 – 663846, 664044, 664046 – 664063, 664065, 664071 – 664091, 664094 – 664095, 202105001, 202105002, 202105003, 202105004, 202105005, 202105006, 202105101, 202105102, 202105501, 202105502, 202105503, 202105504, 202105601, 202105602, 202105603, 202105604, in the amount of \$3,707,508.73, for a total of \$5,573,283.29, including void checks #663895, 663912, 663941. Middle School Activity Account Hand Payable checks – 200077 – 200080, in the amount of \$478.23. Senior High Activity Account Hand Payable checks – 400515 – 400530, in the amount of \$15,924.81. (EXHIBIT)
- C. Approve Personnel Agenda Items. (EXHIBIT)
- D. Approve Mark Jenson, Jason Kuehn, Lori Nustad, and Nancy Olson, to make incoming and outgoing wire transfers, stop payments, purchase CD's, inquiries on accounts, and check balances on behalf of the school district for the 2021-2022 school year. In addition, Kathy Owens, Payroll Coordinator, be authorized to make electronic fund transfers for the following specific items: 1) Transfers to the Minnesota State Retirement System (MSRS) Health Care Savings Program (HCSP) ACH Debit; 2) Transfers to our third-party administrator for our 403(b) Program; and 3) Transfers to Further Account – for our Health Savings Account (HAS) and Flex Spending Account (FSA) Program.
- E. Approve the Award of Quotes for Painting, Electrical, Mechanical, General Maintenance, and Refrigeration for the 2021-2022 & 2022-2023 school years. (EXHIBIT)
- F. Approve the Award of Quotes for Elevator Maintenance for the 2021-2022 and 2022-2023 school years. (EXHIBIT)
- G. Approve the Award of Quotes for Annual Fire Sprinkler Inspections for the 2021-2022 & 2022-2023 school years. (EXHIBIT)
- H. Approve the Award of Quotes for Annual Fire Alarm Testing (EXHIBIT)
- I. Designate the Director of Teaching & Learning to implement and act as the Board's Agent for all State and Federal Program Entitlements for Independent School District #22 for the 2021-2022 school year.
- J. Renew the 2021-2022 Membership in the Minnesota State High School League (MSHSL). (EXHIBIT)
- K. Approve Renewal of Membership Agreement with Lakes Country Service Cooperative (LCSC) for the 2021-2022 school year. (EXHIBIT)
- L. Approve Minnesota School Board Association (MSBA) Dues, BoardBook Subscription, and Policy Services Renewal for the 2021-2022 school year. (EXHIBIT)
- M. Renew the Minnesota Rural Education Association (MREA) Membership for the 2021-2022 school year. (EXHIBIT)

- N. Approve Activity Fee & Admission Prices Schedule for the 2021-2022 school year. (EXHIBIT)
- O. Appoint Rob Nielsen to the Arena Commission to take the place of Business Manager, Ryan Tangen. (EXHIBIT)
- P. Approve Bids for Dairy and Bakery Products for the 2021-2022 school year. (EXHIBIT)
- Q. Approve Food Service Meal Prices for the 2021-2022 school year (EXHIBIT)
- R. Approve the Amended 2020-2021 Catering Agreements with Mahube. (EXHIBIT)
- S. Approve Catering Agreements with Mahube for the 2021-2022 school year. (EXHIBIT)
- T. Approve Agreement between Detroit Lakes Public Schools and the Cooperative Purchasing Connection allowing the district to participate in the solicitation of Food Distribution & Supplies for the 2022-2023 & 2023-2024 school years. (EXHIBIT)
- U. Authorize removal of Business Manager Ryan Tangen, Fiscal Coordinator Sue Eidenschink, and Financial Administrative Assistant Becca Robbins as signers on all accounts effective July 1, 2021. Approve adding Director of Finance and Operations Jason Kuehn, Superintendent Mark Jenson, and Accountant Lori Nustad as authorized signers on behalf of the District.
- V. Approve Memorandum of Understanding between Olander Bus Services, Inc and Detroit Lakes Public Schools for the purpose of summer school transportation. (EXHIBIT)
- W. Approve the Memorandum of Understanding between Schultz Garage and Detroit Lakes Public Schools for the purpose of summer school student transportation. (EXHIBIT)
- X. Approve Memorandum of Understanding between Detroit Lakes Public Schools and Jason Kuehn. (EXHIBIT)
- Y. Approve Memorandum of Understanding between Detroit Lakes Public Schools and Josh Omang. (EXHIBIT)
- Z. Approve the Agreement for Physical Therapy Services with St. Mary's Regional Health Center for the 2021-2022 school year. (EXHIBIT)
- AA. Approve the Agreement between Detroit Lakes Public Schools and Stellher Human Services, Inc. to provide school based mental health services for students enrolled in K-12 for the 2021-2022 school year. (EXHIBIT)
- BB. Approve Second Reading of Policies:
  - 1. 301 – School District Administration
  - 2. 302 – Superintendent
  - 3. 303 – Superintendent Selection
  - 4. 304 – Superintendent Contract, Duties, and Evaluation
  - 5. 305 – Policy Implementation
  - 6. 306 – Administrator Code of Ethics
  - 7. 401 – Equal Employment Opportunity
  - 8. 402 – Disability Nondiscrimination
  - 9. 403 – Discipline, Suspension, Dismissal of School District Employees
  - 10. 404 – Employment Background Checks
  - 11. 404.FM – Informed Consent and Notice
  - 12. 405 – Veteran's Preference
- CC. Donations:
  - 1. \$500.00 from DL Rotary Breakfast Club for Rossman Elementary.
  - 2. \$500.00 from DL Rotary Breakfast Club for ALC Reading Program.
  - 3. \$500.00 from DL Rotary Breakfast Club for Roosevelt Elementary Reading Program.
  - 4. \$500.00 from DL Rotary Breakfast Club for Rossman Elementary Reading Program.
  - 5. \$25.02 from Julie Whitworth and Benevity Community Impact Fund for Rossman Elementary.

Discussion was held on the following items:

- A. First Reading of the Revisions on Policy 726 - Use of Electronic Signatures to Conduct Official Business
- B. High School Band Trip to Hawaii March 23-28, 2022 (EXHIBIT)
- C. Roosevelt and Rossman Elementary start day for the 2021-2022 school year – Thursday, September 9, 2021.
- D. 2021-2022 Safe Return to School Plan (EXHIBIT)

A motion by Thomas, to Recognize Continuing Contracts/Tenure Status for Licensed Staff, seconded by Henderson. Motion carried unanimously. (EXHIBIT)

A motion by Johnson, to Renew the Property Liability and Employee Worker's Compensation and Volunteer Coverage Insurance, seconded by Pedersen. Motion carried unanimously. (EXHIBIT)

A motion by Henderson, to Approve the Special Education Extended School Year (ESY) Services for the Summer of 2021, seconded by Thomas. Motion carried unanimously. (EXHIBIT)

Business Manager, Ryan Tangen gave a presentation on the Revised 202-2021 Revenue/Expenditure Budget and the 2021-2022 Initial Budget. (EXHIBIT)

A motion, Pedersen, to Approve the Revised 2020-2021 Revenue/Expenditure Budget, seconded by Henderson. Motion carried unanimously.

A motion, Thomas, to Approve the 2021-2022 Initial Budget, seconded by Johnson. Motion carried unanimously.

Supt Jenson commented on end of year Enrollment; Rossman Principal Interviews; and Legislation. (EXHIBIT)

Board Vice-Chair Steffl gave an update on the Washington Ballfield Grandstand Committee Meeting.

Board Member Pedersen gave an update from the Finance Committee Meeting. (EXHIBIT)

Board Vice-Chair Steffl announced upcoming meetings, noting the Joint Governance Meeting scheduled for July 6, 2021, 7:00 AM, at Roosevelt Elementary.

Motion by Thomas, seconded by Henderson, to adjourn the meeting at 8:07 AM. Motion carried unanimously.

Respectfully submitted,

April Thomas, Clerk

## PERSONNEL AGENDA June 21, 2021

### 1) **Retirement Resignations:**

Lynda Birkeland – Middle School Custodian, effective May 28, 2021.

Lisa Christianson – Rossman Elementary Education Assistant, effective May 28, 2021.

### 2) **Resignations:**

Stefany Alexander – Transportation Administrative Assistant, effective June 14, 2021, working transitional hours in June and July.

Michael Even – Middle School Girls Basketball Coach, effective May 19, 2021.

Ali Kenyon – Rossman Elementary Full-Time Special Education Paraprofessional, effective May 28, 2021.

Jason Kuehn – Rossman Elementary Principal, to accept the Director of Finance and Operations Position, effective June 30, 2021.

Dayne McGiboney – Rossman Elementary Full-Time Special Education Paraprofessional, effective May 11, 2021.

Paul Murray – High School Custodian, effective May 28, 2021.

Rebecca Robbins – District Office Financial Administrative Assistant, effective June 9, 2021, working transitional hours in June and July.

Nicole Shepler – Roosevelt Elementary 3<sup>rd</sup> Grade Teacher, effective June 4, 2021.

Anthony Stensgard – .25 Middle School Baseball Coach, effective May 25, 2021.

Nicole Swanson – Middle School Girls Soccer Coach, effective June 11, 2021.

### 1) **Appointments:**

Cassandra Brausen – High School Special Education Teacher, at the rate of BA, Step 4, or a contract amount of \$42,508.00, effective August 23, 2021.

Timothy Cole – Middle School Full-Time Custodian, at the rate of \$17.28 per hour plus \$0.75-night shift differential, working up to 2,080 hours per year, effective June 8, 2021.

Sadie Herman – Roosevelt Elementary 3<sup>rd</sup> Grade Teacher, at the rate of BA, Step 2, or a contract amount of \$42,644.00, effective August 30, 2021.

Jason Kuehn – District Director of Finance and Operations, at an annual contract salary of \$131,420.00 for the 2021-22 and 2022-23 school years, effective July 1, 2021.

Gene Snetsinger – High School Industrial Technology Teacher, at the rate of BA, Step 1, or a contract amount of \$40,112.00, working an extended 5 days for a total contract amount of \$41,238.75, effective August 23, 2021, pending Tier 3 Licensure.

Dylan Surface – High School Summer Speed and Strength Coach, at the rate of 3% of BA, Step 1, or a contract amount of \$1,203.36, effective June 7, 2021.

Jack Warren – Temporary Middle School Liaison to Eligibility Forms Coordinator, at the rate of \$21.00 per hour, working up to 20 hours per week, effective June 3, 2021 (20 days in June/10 days in August).

Madyson Webber – Roosevelt Elementary 4<sup>th</sup> Grade Teacher, at the rate of BA, Step 2, or a contract amount of \$42,644.00, effective August 30, 2021.

### 2) **Summer 2021 Extended School Year (ESY) Appointments:**

Dani Adams – Special Education ESY Paraprofessional, at the rate of \$14.30 per hour, working up to 59 hours per summer, effective June 8, 2021, through August 19, 2021.

Arlene Bakker – Special Education ESY Paraprofessional, at the rate of \$17.10 per hour, working up to 59 hours per summer, effective June 8, 2021, through August 19, 2021.

Lacy Gilson – Special Education ESY Paraprofessional, at the rate of \$16.80 per hour, working up to 59 hours per summer, effective June 8, 2021, through August 19, 2021.

Dawn Gode – Special Education ESY Occupational Therapist, working up to 15 hours on a stretch calendar, effective June 8, 2021, through August 19, 2021.

Rose Hawkins – Special Education ESY Paraprofessional, at the rate of \$15.30 per hour, working up to 59 hours per summer, effective June 8, 2021, through August 19, 2021.

Linda Hjelsand – Special Education ESY Paraprofessional, at the rate of \$13.80 per hour, working up to 59 hours per summer, effective June 8, 2021, through August 19, 2021.

Sydney Jennings – Special Education ESY Paraprofessional, at the rate of \$14.30 per hour, working up to 59 hours per summer, effective June 8, 2021, through August 19, 2021.

Amalea Johnson – Special Education ESY Paraprofessional, at the rate of \$16.30 per hour, working up to 59 hours per summer, effective June 8, 2021, through August 19, 2021.

Jennifer Lehman – Special Education Extended School Year Paraprofessional, at the rate of \$16.80 per hour, working up to 59 hours per summer, effective June 8, 2021, through August 19, 2021.

Lisa Lindstrom – Special Education ESY Instructor, at the rate of \$30.00 per hour, working up to 60 hours per summer, effective June 8, 2021, through August 19, 2021.

Robin Nelson – Special Education ESY Paraprofessional, at the rate of \$15.80 per hour, working up to 59 hours per summer, effective June 8, 2021, through August 19, 2021.

Tonia Ramsey – Special Education ESY Paraprofessional, at the rate of \$14.30 per hour, working up to 59 hours per summer, effective June 8, 2021, through August 19, 2021.

Amanda Swanson – Special Education ESY Instruction, at the rate of \$30.00 per hour, working up to 60 hours per summer, effective June 8, 2021, through August 19, 2021.

Johnna Thorson – Special Education ESY Speech Language Pathologist, at the rate of \$30.00 per hour, working up to 30 hours, effective June 8, 2021, through August 19, 2021, with August hours on a stretch calendar.

**3) Amended Assignment:**

Josh Bettcher – Summer Speed & Strength Coach, to amend his assignment to .5 Summer Speed & Strength Coach, amending his contract amount from \$862.94 to \$690.35, effective June 7, 2021.

Jason Collins – Middle School Full-Time Custodian, to amend his assignment to Head Confidential Custodian, at a rate of \$20.00 per hour, effective June 1, 2021.

Keith Eckhoff – Q-Comp Coordinator/Instructional Coach, to amend his assignment to Middle School 6<sup>th</sup> Grade Teacher, at a rate of MA+30, Step 14, or a contract amount of \$76,679.00, effective July 1, 2021.

Jessica Foster – Lincoln Education Center Education Assistant, to amend her schedule from 29.5 hours increasing it to up to 40 hours per week, effective August 30, 2021.

Brandon Johnson – .5 Middle School Baseball Coach, to amend his assignment to .75 MS Baseball Coach, at a contracted amount of \$1,353.78, effective May 23, 2021.

Jennifer Reynolds – Lincoln Education Center Education Assistant, to amend her schedule from 29.5 hours per week increasing it to up to 40 hours per week, effective August 30, 2021.

Amanda Sandoval – Roosevelt Elementary Lead Server, to amend her assignment to Food Server, effective May 31, 2021.

Sandi Scherer – District Office Receptionist, to temporarily amend her schedule from 22.50 hours per week increased to 40 hours per week, effective June 11, 2021, on a temporary basis with the end date to be determined.

Anthony Stensgard – .5 Middle School Baseball Coach, to amend his assignment to .25 MS Baseball Coach, at a contracted amount of \$459.28, effective May 23, 2021.

Bailey Warzeka – Lincoln Education Center Education Assistant, to amend her schedule from 29.5 hours per week increasing it to up to 40 hours per week, effective August 30, 2021.

**4) Sixth Period Pay:**

Claire Danner – High School Teacher, assigned a sixth class for the spring 2021, semester.

Amy VanValkenburg – High School Teacher, assigned a sixth class for the spring 2021, semester.

**5) Leave of Absence:**

Amber Colby – Laker Transitions Special Education Teacher, requests a leave of absence beginning November 30, 2021, and continuing through February 22, 2022.

Cullan Gores – Lincoln Ed Center/District Office Custodian, requests a leave of absence beginning May 24, 2021.

Gena Johnson – Middle School Special Education Paraprofessional, request a leave of absence beginning September 5, 2021, and continuing through November 20, 2021.

**6) Termination**

McKenna Beam – Lincoln Education Center ECFE Teacher, effective at the end of the 2020-21 school year.

June, 2021	INDEPENDENT SCHOOL DISTRICT #22 K-12									
	GENERAL	FOOD	TRANSP.	COMMUNITY	CAPITAL	BUILDING	DEBT	CUSTODIAL	ACTIVITIES	TOTAL
	FUND	SERVICE	FUND	SERVICES	EXPEND.	FUND	REDEMPTION	FUND	FUND	ALL
	-01-	-02-	-03-	-04-	-05-	-06-	-07-	-18-	-88-	FUNDS
5/31/21 Cash Balance	10,648,731.14	865093.15	408487.97	466848.93	2316255.31	10207293.90	402607.79	13964.98	227018.51	25,556,301.68
June Receipts	3,960,715.03	10045.22	74347.26	163849.53	183964.92	0.00	2038857.42	975.00	24192.13	6,456,946.51
June Net Payroll	2,790,077.68	27394.17	9468.60	38898.61						2,865,839.06
June Hand Payables	-3,198,213.02	-44,407.96	-239,395.47	-40,385.51	0.20	0.00	0.00	0.00	-13336.45	-3,535,738.21
Adjustments:										
Rec. Int Bremer MM Savings Acct	68.53									68.53
Rec. Int. Bremer - MS Activity Account									0.1	0.10
Rec. Interest Midwest ICS	313.59									313.59
Rec. Interest Midwest Ck	855.56									855.56
Rec. Interest CDARS Accounts	6,144.59									6,144.59
Rec. Interest MSDLAF	158.73									158.73
Rec. Interest MSDLAF Abatement						67.29				67.29
Rec. Interest Mid Minnesota Fed Credit	488.66									488.66
Rec. Interest MSDLAF LTFM						31.40				31.40
Rec. Interest MSDLAF Construction						141.41				141.41
Rec. Int MSDLAF Const Bonds CD Overage						20.69				20.69
High School Activity Return Check									-30.00	-30.00
Midwest Service Charge Checking	-10.00									-10.00
Monthly Bank Card Credit Card Charge				-127.89						-127.89
Monthly Gateway Usage Fee	-10.00									-10.00
Monthly Transfirst/Affinity Credit Charges	-58.88	-19.86								-78.74
Monthly Vantiv Credit Card Charges		-196.54								-196.54
Midwest Wire Transfer Fees	-30.00									-30.00
Monthly Midwest Internet ACH Fee	-100.00									-100.00
Target Service Snacks-May	-211.00	211.00								0.00
Ojibwe Culture Class field Trip Exp May	-19.50	19.50								0.00
School Readiness Snacks- May		255.70		-255.70						0.00
Staff Meeting Expense 06/01/2021	-250.00	250.00								0.00
ABE Serv Safe Exams - Food Service		-80.00		80.00						0.00
Latchkey Snacks - May		222.49		-222.49						0.00
Sales Tax Payment	-1,019.00									-1,019.00
ACH Corporate Payment Systems	-9,968.30			-779.83						-10,748.13
ACH Indep. School District (net pay)	-2,790,087.68	-27,394.17	-9,468.60	-38,898.61						-2,865,849.06
ACH Further	-50,324.66		-148.00							-50,472.66
ACH Minnesota State Retirement	-25,290.30	-290.10	-179.64	-320.00						-26,080.04
ACH MN Teachers Retirement	-615,101.81		-155.90	-4,460.86						-619,718.57
ACH Education Benefits	-181,425.80	-667.20	-517.24	-519.35						-183,129.59
ACH Public Employees Retirement	-51,603.37	-5,274.33	-1,583.34	-2,898.75						-61,359.79
ACH Minnesota Revenue (State Taxes)	-141,302.67	-1,012.49	-657.35	-1,643.89						-144,616.40
ACH Internal Revenue Ser. (Fed. Taxes)	-908,016.25	-7,852.88	-3,510.45	-11,477.63						-930,857.21
6/30/21 Cash Balance	9,434,511.27	816,295.70	236,687.84	567,686.56	2,500,220.43	10,207,554.69	2,441,465.21	14,939.98	237,844.29	26,457,205.97

Midwest Bank Statement Balance 6/30/21		1,121,581.34		<u>ACH TRANSFER FROM FLEX BENEFIT ACCOUNT TO FURTHER SERVICES</u>			
NSF Checks Returned - Midwest		997.17		ACH Transaction #AC0603P on 6/3/21		4,502.41	
Outstanding Receipts		-54.77		ACH Transaction #AC0610P on 6/10/21		1,592.12	
Outstanding Checks		-427,560.97		ACH Transaction #AC0617P on 6/17/21		1,980.94	
Outst. ACH Educator Benefits 6/30/21		-7,366.94		ACH Transaction #AC0624P on 6/24/21		3,875.04	
Outst. ACH Internal Revenue Service 6/30/21		-61,410.42		Total		11,950.51	
Outst. ACH Public Emp. Retirement 6/30/21		-18,506.38					
Outst. ACH MN Teachers Retirement 6/30/21		-17,762.44		<u>DEPOSIT OF PAYROLL FLEX WITHHOLDINGS INTO FLEX ACCOUNT</u>			
Outst. ACH Minnesota Revenue 6/30/21		-9,936.72		6/15/21 Deposit #42669		43,043.42	
Outst. ACH Minnesota State Ret. 6/30/21		-13,050.04		6/30/21 Deposit #42670		941.72	
Outst. ACH Further 6/30/21		-1,921.02					
				6/30/21 Interest Earned		0.50	
Midwest Book Balance 6/30/21		565,008.81		Total		43,985.64	
Mid MN Federal Credit Union Balance 6/30/21		17,297.19		<u>WIRE TRANSFER FROM STATE OF MINNESOTA TO MSDLAF</u>			
Auxiliary, Contingent, and Petty Cash		15,550.00		6/9/21 Wire Transfer		9,718.90	
				6/16/21 Wire Transfer		5,920.75	
Investments				6/17/21 Wire Transfer		1,457,928.70	
American National Bank - CD (01/02/22)	1.05%	148,000.00		6/23/21 Wire Transfer		600.00	
American National Bank - CD (10/20/21)	1.05%	100,000.00		6/23/21 Wire Transfer		120.00	
Bell State Bank & Trust - CD (4/1/22)	0.35%	247,000.00		Total		1,474,288.35	
Bremer Bank - CD (08/13/21)	0.25%	255,358.14					
Bremer Bank Money Market Savings	0.02%	4,169,655.72		<u>WIRE TRANSFER FROM MSDLAF TO MIDWEST BANK</u>			
	0.35%	245,000.00		6/21/21 Wire Transfer		650,000.00	
MidMinnesota Federal Credit (01/04/23)	0.80%	245,000.00		6/21/21 Wire Transfer		1,016.50	
Midwest Bank - CD (6/25/21)	0.80%	250,000.00		Total		651,016.50	
Midwest Bank - Money Market Acct	0.25%	1,526,512.54					
Midwest Bank - CDARS	2.37%	1,042,258.78		<u>WIRE TRANSFER FROM MSDLAF BLG CONSTRU ACCT</u>			
Northwestern Bank 11/12/2021	0.05%	203,701.38		Total		0.00	
MSDLAF & MAX - Building Account	.01% & .03%	2,706,595.65					
MSDLAF & MAX	.01% & .03%	7,065,693.01		<u>WIRE TRANSFER FROM MSDLAF LTFM BOND ACCOUNT</u>			
MSDLAF Construction Account	.01% & .03%	4,758,429.86		Total		0.00	
MSDLAF Construction Account CD's	Various	1,400,000.00					
MSDLAF Facilities Maintenance Bonds	.02% & .04%	1,258,300.60		<u>WIRE TRANSFER FROM MSDLAF ABATEMENT BONDS</u>			
Total Investments		25,621,505.68		Total		1,526,623.28	
MS Activities Bremer Stmt Balance 6/30/21		10,911.18		<u>INTEREST ON ACCOUNTS</u>			
Outstanding Receipts				6/30/21 Rec. Int. MSDLAF Const Bonds CD		20.69	
Outstanding Checks		-191.33		6/30/21 Rec. Int Bremer MM Savings		68.53	
MS Activities Bremer Bank Balance 6/30/21		10,719.85		6/23/21 Rec. Int Midwest ICS		313.59	
				6/30/21 Rec. Int. MSDLAF		158.73	
HS Activities Bremer Stmt Balance 6/30/21		236,358.13		6/30/21 Rec. Int. MSDLAF Building Const.		141.41	
Outstanding Receipts				6/30/21 Rec. Int MSDLAF LTFM Bonds		31.40	
Outstanding Checks		-9,233.69		6/30/21 Rec. Int MSDLAF Abatement Bonds		67.29	
HS Activities Bremer Bank Balance 6/30/21		227,124.44		6/30/21 Rec. Int Midwest CDARS		6144.59	
				Total		6,946.23	
June 30, 2021	Total Book	26,457,205.97					
Reconciliation		0.00		Net Increase / (Decrease)		-696,405.20	
Business Affairs							
June 30, 2021							

<b>Detroit Lakes Public Schools Receipts June, 2021</b>	
Activity Boys Hockey Expense Reimbursements	15560.68
Activity High School Baseball Admissions	1254.00
Activity High School Golf Entry Fees	950.00
Activity High School Track Meet Fees	1076.25
Community Education Drivers Ed Fees	7418.55
Community Education Readiness Tuition	2911.77
Community Education Summer Latchkey Tuition	7552.95
Community Education Latchkey Tuition	5302.02
Community Education Tuition Classes	314.81
Donation Benevity Impact Fund Rossman Technology	33.36
Donations Grad Bash	975.00
Food Service Catering	1154.36
Food Service Mahube Otwa Headstart Meals	7204.10
Food Service Rebates	499.74
Food Service State of Minnesota Commodity Rebate	354.59
Food Service Type A Pupil Meals	832.43
Grant - Becker County BCCI Health Services, Blast	14280.75
Grant - Becker County BCCI Native American Counseling	693.55
Grant - Becker County BCCI Partners in Parenting	2419.45
Grant - State of Minnesota Pathways II	15285.06
Interest on CD	169.86
Miscellaneous - Bottling Group June Commissions Pepsi	821.08
Miscellaneous - City of DL Conveyance Easement	1482.30
Miscellaneous - High School Fines and Fees	186.99
Miscellaneous - Lakes & Prairies Comm. Action Pathways I	9402.39
Miscellaneous - School Specialty Online Rebate	354.61
Miscellaneous - Schultz Bus Testing	50.00
Reimbursement A/P Exam Fees	6785.10
Reimbursement High School PSAT Testing Fees	394.00
Reimbursement Individual Insurance Premiums	40.62
Reimbursement Pearsons Education Materials	47.00
Reimbursement Prom Fees	28.95
Reimbursement Supplies	13.44
Sales High School Ag Dept and Facs	81.77
Sales High School Calculator	440.00
Sales Middle School Year Book	820.00
State of Minnesota '21 Achievement /Integration Aid	186614.92
State of Minnesota '21 AG Credit MV	11546.54
State of Minnesota '21 AMI Aid	89644.32
State of Minnesota '21 Disparity Aid	255.68
State of Minnesota '21 Literacy Incentive Aid	136441.04
State of Minnesota '21 LTFM Aid	183964.92
State of Minnesota '21 Non Public Transportation	74297.26
State of Minnesota '21 Q Comp Aid	450328.00
State of Minnesota '21 Special Ed Aid	324836.02
State of Minnesota '21 Spring Student Teaching	720.00
Taxes Becker County Apportionment	22397.09
Taxes Becker County Current	4750887.42
Taxes Becker County Delinq Taxes 2016-2020	93629.64
<b>Total</b>	<b>6,432,754.38</b>
Business Affairs	
6/30/2021	

<b>High School and Middle School Receipts June, 2021</b>	
<b>High School</b>	
Band Trip Payments	1,920.00
Boys Basketball Camps	600.00
Choir Reimbursement McDougall	57.00
Football Camps	1,140.00
Fundraiser Boys Golf	2,000.00
Fundraiser FFA Grain Drafts	11,718.13
Fundraiser Girls Golf	2,000.00
Fundraiser ST. Council Jostens Cords	502.00
National Hour Society Dues	80.00
Volleyball Camps	4,175.00
<b>Total</b>	<b>24,192.13</b>
<b>Middle School</b>	
<b>Total</b>	<b>0.00</b>
<b>Total Activity Accounts</b>	<b>24192.13</b>
<b>Business Affairs</b>	
<b>June 30, 2021</b>	

CHECK NUMBER	CHECK VENDOR	CHECK DATE	INVOICE DESCRIPTION	AMOUNT
662106	TRAURIG, KARILEE	06/04/2021	INST. COACHES/TEACHERS	-74.49
			Totals for 662106	-74.49
664096	DETROIT LAKES ACTIVI	06/04/2021	CHOIR TRIP PAYMENT	30.05
			Totals for 664096	30.05
664097	MINNESOTA ENERGY RES	06/04/2021	Multiple Invoices	512.29
			Totals for 664097	512.29
664098	OLANDER BUS SERVICE	06/04/2021	Multiple Invoices	138,947.88
			Totals for 664098	138,947.88
664099	REGION 8AA	06/04/2021	ADMISSIONS-DL VS. ROCORI	1,254.00
			Totals for 664099	1,254.00
664100	SCHULTZ BUS COMPANY	06/04/2021	MAY	86,510.00
			Totals for 664100	86,510.00
664101	TRAURIG, KARILEE	06/04/2021	INST. COACHES/TEACHERS	74.49
			Totals for 664101	74.49
664103	MADISON NATIONAL LIF	06/07/2021	Multiple Invoices	869.97
			Totals for 664103	869.97
664104	MINNESOTA ENERGY RES	06/07/2021	ENERGY CHARGES-MIDDLE SCH./RSVT.	3,672.48
			Totals for 664104	3,672.48
664105	CASH-WA DISTRIBUTING	06/11/2021	Multiple Invoices	3,155.07
			Totals for 664105	3,155.07
664106	COLLEGE BOARD	06/11/2021	A/P EXAM FEES	9,461.00
			Totals for 664106	9,461.00
664107	AMER. FAMILY LIFE AS	06/15/2021	Payroll accrual	202.39
			Totals for 664107	202.39
664108	AFSCME COUNCIL 65	06/15/2021	Payroll accrual	293.68
			Totals for 664108	293.68
664109	D.L. PUBLIC EDUCATIO	06/15/2021	Payroll accrual	271.00
			Totals for 664109	271.00
664110	D.L. EDUCATION MINNE	06/15/2021	Payroll accrual	20,047.56
			Totals for 664110	20,047.56
664111	IND. SCHOOL DISTRICT	06/15/2021	Multiple Invoices	43,043.42
			Totals for 664111	43,043.42
664112	MINNESOTA CHILD SUPP	06/15/2021	Multiple Invoices	4,593.00
			Totals for 664112	4,593.00
664113	NCPERS GROUP LIFE IN	06/15/2021	Payroll accrual	16.00
			Totals for 664113	16.00
664114	UNITED WAY OF BECKER	06/15/2021	Payroll accrual	664.00

CHECK NUMBER	CHECK VENDOR	CHECK DATE	INVOICE DESCRIPTION	AMOUNT
			Totals for 664114	664.00
664115	SUPPORT PAYMENT CLEA	06/15/2021	PAYROLL ACCRUAL	671.82
			Totals for 664115	671.82
664116	A.B.M. INC.	06/21/2021	Multiple Invoices	-1,767.93
			Totals for 664116	-1,767.93
664138	ARVIG COMMUNICATION	06/21/2021	Multiple Invoices	-95.00
			Totals for 664138	-95.00
664139	ARVIG COMMUNICATION	06/21/2021	Multiple Invoices	-2,299.21
			Totals for 664139	-2,299.21
664167	CENTRAL FLORAL	06/21/2021	CENTRAL MARKET - FLOWERS FOR GRADUATION	-250.00
			Totals for 664167	-250.00
664194	FLINN SCIENTIFIC INC	06/21/2021	BIOLOGY LAB SUPPLIES	-278.53
			Totals for 664194	-278.53
664210	HEINEMANN	06/21/2021	GOLD LEVELED LITERACY KIT	-5,766.10
			Totals for 664210	-5,766.10
664255	MIDWEST SHOP SUPPLIE	06/21/2021	sealer and steel rulers	-474.32
			Totals for 664255	-474.32
664295	REINHART FOODSERVICE	06/21/2021	Multiple Invoices	-4,573.59
			Totals for 664295	-4,573.59
664330	CASH-WA DISTRIBUTING	06/16/2021	Multiple Invoices	2,772.19
			Totals for 664330	2,772.19
664333	CENEX COMMUNITY CO-O	06/16/2021	Multiple Invoices	2,720.67
			Totals for 664333	2,720.67
664334	A.B.M. INC.	06/21/2021	Multiple Invoices	1,767.73
			Totals for 664334	1,767.73
664335	ARVIG COMMUNICATION	06/21/2021	Multiple Invoices	2,049.21
			Totals for 664335	2,049.21
664336	ARVIG COMMUNICATION	06/21/2021	Multiple Invoices	345.00
			Totals for 664336	345.00
664337	BECKER COUNTY ENVIRO	06/21/2021	GARBAGE	80.00
			Totals for 664337	80.00
664338	CENTRAL MARKET	06/21/2021	CENTRAL MARKET - FLOWERS FOR GRADUATION	250.00
			Totals for 664338	250.00
664339	FLINN SCIENTIFIC, IN	06/21/2021	BIOLOGY LAB SUPPLIES	278.53
			Totals for 664339	278.53
664340	HEINEMANN	06/21/2021	GOLD LEVELED LITERACY KIT	5,766.10

CHECK NUMBER	CHECK VENDOR	CHECK DATE	INVOICE DESCRIPTION	AMOUNT
			Totals for 664340	5,766.10
664341	JOBS HQ	06/21/2021	05/01/21-05/31/21	1,905.40
			Totals for 664341	1,905.40
664342	MIDWEST TECHNOLOGY P	06/21/2021	sealer and steel rulers	474.32
			Totals for 664342	474.32
664343	REINHART FOODSERVICE	06/21/2021	Multiple Invoices	3,163.01
			Totals for 664343	3,163.01
664344	SCHULTZ BUS COMPANY	06/21/2021	BUS CLEANING-MAY	1,440.00
			Totals for 664344	1,440.00
664346	A-OX WELDING SUPPLY	06/21/2021	Multiple Invoices	539.82
			Totals for 664346	539.82
664347	ARVIG COMMUNICATION	06/21/2021	TELEPHONE SERVICES	172.01
			Totals for 664347	172.01
664348	LAKER LOCKER	06/21/2021	Multiple Invoices	312.00
			Totals for 664348	312.00
664349	MINNESOTA ENERGY RES	06/21/2021	Multiple Invoices	1,894.53
			Totals for 664349	1,894.53
664350	MORRIS PAINTING & DE	06/21/2021	Multiple Invoices	5,635.37
			Totals for 664350	5,635.37
664351	VERIZON WIRELESS	06/21/2021	MIFI CHARGES-MAY	991.46
			Totals for 664351	991.46
664352	CASH-WA DISTRIBUTING	06/22/2021	FOOD	4,778.30
			Totals for 664352	4,778.30
664353	CITY OF DETROIT LAKE	06/22/2021	SAILBOAT SPONSORSHIPS	2,700.00
			Totals for 664353	2,700.00
664354	HANNESSON, MARGARET	06/22/2021	Multiple Invoices	233.52
			Totals for 664354	233.52
664355	HOSKINS, JEAN	06/22/2021	Multiple Invoices	491.00
			Totals for 664355	491.00
664356	MADISON NATIONAL LIF	06/22/2021	Multiple Invoices	499.65
			Totals for 664356	499.65
664357	THORWALDSEN, SHEA	06/22/2021	Multiple Invoices	165.20
			Totals for 664357	165.20
664358	MADISON NATIONAL LIF	06/22/2021	Multiple Invoices	5,350.34
			Totals for 664358	5,350.34
664359	MN PEIP	06/24/2021	HEALTH INSURANCE JULY, 2021 COVERAGE	305,042.04
			Totals for 664359	305,042.04

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>NUMBER</u>	<u>VENDOR</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
664360	AMER. FAMILY LIFE AS	06/30/2021	Payroll accrual	127.21
664360	AMER. FAMILY LIFE AS	06/30/2021	Payroll accrual	-127.21
			Totals for 664360	0.00
664361	AFSCME COUNCIL 65	06/30/2021	Payroll accrual	272.14
			Totals for 664361	272.14
664362	D.L. PUBLIC EDUCATIO	06/30/2021	Payroll accrual	15.00
			Totals for 664362	15.00
664363	IND. SCHOOL DISTRICT	06/30/2021	Multiple Invoices	941.72
			Totals for 664363	941.72
664364	UNITED WAY OF BECKER	06/30/2021	Payroll accrual	11.00
			Totals for 664364	11.00
664369	DISTRICT AUXILIARY A	06/30/2021	Multiple Invoices	4,592.12
			Totals for 664369	4,592.12
664370	AMER. FAMILY LIFE AS	06/30/2021	Payroll accrual	202.39
			Totals for 664370	202.39
			Totals for checks	656,562.70

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	372,652.22	1,253.92	34,229.20	408,135.34
02	FOOD SERVICE	7,113.49	30.05	9,870.25	17,013.79
03	TRANSPORTATION FUND	1,794.56	0.00	228,132.31	229,926.87
04	COMMUNITY SERVICE FUND	1,446.85	0.00	40.05	1,486.90
05	CAPITAL EXPENDITURE	0.00	0.00	-0.20	-0.20
*** Fund Summary Totals ***		383,007.12	1,283.97	272,271.61	656,562.70

\*\*\*\*\* End of report \*\*\*\*\*

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
664392	A-OX WELDING SUPPLY CO. INC.	07/19/2021	00251783	INV - 00251783 CYLINDER RENTAL	412100404	10.76	10.76
664393	A.B.M. INC.	07/19/2021	AR1475417	INV - \$10.76 GROUPED OVERAGE CHARGES	0	11,687.27	12,155.30
			AR1476297	MONTHLY COPIER COSTS	0	468.03	
664394	ACCELERATE LEARNING INC.	07/19/2021	57353	New Curric Science Gr6-8	152100967	71,306.80	71,306.80
664395	ACT	07/19/2021	14275	ACT WRITING TEST FEES	0	6,069.00	6,069.00
664396	ADVANCE TERRAZZO & TILE CO INC	07/19/2021	REQ. #1	HIGH SCHOOL ADDITION & RENOVATIONS	0	142,407.85	142,407.85
664397	ALLIANCE PEST PROTECTION	07/19/2021	11385	SPIDER TREATMENT	152101089	550.00	550.00
664398	ALLIED 100 LLC	07/19/2021	1874219	Red Cross AED Training Device w/Multi-Language USB Port, Metronome, & Carrying Case 6-Pack	412100274	529.90	529.90
664399	Vendor Continued Void	07/19/2021					0.00
664400	Vendor Continued Void	07/19/2021					0.00
664401	Vendor Continued Void	07/19/2021					0.00
664402	Vendor Continued Void	07/19/2021					0.00
664403	Vendor Continued Void	07/19/2021					0.00
664404	Vendor Continued Void	07/19/2021					0.00
664405	Vendor Continued Void	07/19/2021					0.00
664406	Vendor Continued Void	07/19/2021					0.00
664407	Vendor Continued Void	07/19/2021					0.00
664408	Vendor Continued Void	07/19/2021					0.00
664409	Vendor Continued Void	07/19/2021					0.00
664410	Vendor Continued Void	07/19/2021					0.00
664411	Vendor Continued Void	07/19/2021					0.00
664412	Vendor Continued Void	07/19/2021					0.00
664413	Vendor Continued Void	07/19/2021					0.00
664414	Vendor Continued Void	07/19/2021					0.00
664415	Vendor Continued Void	07/19/2021					0.00
664416	Vendor Continued Void	07/19/2021					0.00
664417	Vendor Continued Void	07/19/2021					0.00
664418	Vendor Continued Void	07/19/2021					0.00
664419	Vendor Continued Void	07/19/2021					0.00
664420	Vendor Continued Void	07/19/2021					0.00
664421	Vendor Continued Void	07/19/2021					0.00
664422	Vendor Continued Void	07/19/2021					0.00
664423	Vendor Continued Void	07/19/2021					0.00
664424	Vendor Continued Void	07/19/2021					0.00
664425	AMAZON	07/19/2021	433848474759	7/8 Science Materials	312100154	107.97	9,879.30

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			433977944398	Supplies for SAIL Summer Sessions 2021	412100330	519.55	
			436376974594	Childcraft Storage Box with Lid - 16 x 11 x 6 inches - Red Size: 15-3/4 x 10-1/2 x 5-3/4 Inches Qty:2 \$12.96 Wooden 4 in a Row Board Game Line up 4 Game Travel Board Games for Kids and Adults Qty:1 \$7.99 Melissa & Doug Rainbow Stamp Pad - 6 Washable Inks Qty:1 \$6.99 Wooden Dollhouse Furniture Doll House Furnishings with 8 Pieces Winning Doll Family Set Style: Classic Style1 Qty:1 \$33.99 Spot It! 123 Qty:1 \$9.99 Toddler Paint Brushes 24 Pack, Big Chubby Kids Paint Brushes Bulk, Easy to Clean & Grip, Non Shedding Bristle, Large Round and Flat Hog Bristle Preschool Paint Brushes for Washable Paint Acrylic Paint Qty:1 \$15.95 Magna-Tiles 32-Piece Clear Colors Set, The	212100099	7.39	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Original Magnetic Building Tiles For Creative Open-Ended Play, Educational Toys For Children Ages 3 Years + Qty:1 \$47.06			
			436867494774	INSTRUCTIONAL SUPPLIES	412100375	690.58	
			445338569769	7/8 Science Materials	312100154	13.99	
			449785444368	office supplies	152101027	16.30	
			455594453848	INSTRUCTIONAL SUPPLIES	412100371	400.25	
			455945453637	INSTRUCTIONAL SUPPLIES	412100371	129.66	
			455976449998	INSTRUCTIONAL SUPPLIES	412100375	13.09	
			457864383347	MONITOR AND ADAPTERS	4002100203	42.48	
			458935383778	Reader's Theater books for SAIL	412100353	211.46	
			464954836465	Homeless Fund Clothing	312100163	347.78	
			465979865855	Homeless Fund Clothing	312100163	34.97	
			468737498588	Reader's Theater books for SAIL	412100353	9.98	
			468989578879	7/8 Science Materials	312100154	26.19	
			469553556457	Supplies for SAIL Summer Sessions 2021	412100330	51.55	
			469587759388	MONITOR AND ADAPTERS	4002100203	256.83	
			469963743884	Continued supplies for Summer SAIL sessions 2021	412100331	279.13	
			473476779886	Reorder for Summer SAIL journals due to Amazon canceling this part of a past order.	412100359	69.98	
			486396899339	Classroom, Sensory and Reward materials for EBD/OHD	4002100193	9.99	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				classroom			
			493854873747	7/8 Science	312100154	1,101.70	
				Materials			
			497755858444	7/8 Science	312100157	81.99	
				Materials			
			497937759454	INSTRUCTIONAL	412100371	502.48	
				SUPPLIES			
			533949858384	7/8 Science	312100154	79.74	
				Materials			
			539768867646	Books for library	2262100008	5.95	
			543849697774	7/8 Science	312100154	51.75	
				Materials			
			544635443788	Student Services	312100167	54.50	
				supplies			
			547439994399	cordless mouse -	152101085	29.98	
				Annmarie			
				(replacement) and			
				Carrie			
			548957548663	7/8 Science	312100154	11.98	
				Materials			
			557456659883	Classroom	312100145	506.80	
				Supplies			
			579676343555	Homeless Funds	312100164	26.61	
				Clothing			
			583954757483	Student Services	312100167	31.50	
				supplies			
			586488797786	Summer LatchKEY	152101026	104.50	
				craft supplies			
			595663677576	Continued	412100331	753.08	
				supplies for			
				Summer SAIL			
				sessions 2021			
			598697698969	7/8 Science	312100154	39.70	
				Materials			
			598957765588	Reader's Theater	412100353	5.48	
				books for SAIL			
			638493593454	MONITOR	3002100222	235.75	
			644867948473	Pencils for	412100367	12.98	
				Summer Tamarac			
				(need more, more			
				kids)			
			644994835948	7/8 Science	312100154	69.65	
				Materials			
			649446354587	Classroom	312100145	56.00	
				Supplies			
			649743697936	Student Services	312100167	26.98	
				supplies			
			649866638387	Childcraft	212100099	-0.40	
				Storage Box with			
				Lid - 16 x 11 x 6			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				inches - Red Size: 15-3/4 x 10-1/2 x 5-3/4 Inches Qty:2 \$12.96 Wooden 4 in a Row Board Game Line up 4 Game Travel Board Games for Kids and Adults Qty:1 \$7.99 Melissa & Doug Rainbow Stamp Pad - 6 Washable Inks Qty:1 \$6.99 Wooden Dollhouse Furniture Doll House Furnishings with 8 Pieces Winning Doll Family Set Style: Classic Style1 Qty:1 \$33.99 Spot It! 123 Qty:1 \$9.99 Toddler Paint Brushes 24 Pack, Big Chubby Kids Paint Brushes Bulk, Easy to Clean & Grip, Non Shedding Bristle, Large Round and Flat Hog Bristle Preschool Paint Brushes for Washable Paint Acrylic Paint Qty:1 \$15.95 Magna-Tiles 32-Piece Clear Colors Set, The Original Magnetic Building Tiles For Creative Open-Ended Play, Educational Toys For Children Ages			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				3 Years + Qty:1 \$47.06			
			654886993836	Classroom Supplies	312100145	19.76	
			655669645343	Supplies for SAIL Summer Sessions 2021	412100330	691.54	
			664935595598	Reader's Theater books for SAIL	412100353	14.48	
			677555756336	Childcraft Storage Box with Lid - 16 x 11 x 6 inches - Red Size: 15-3/4 x 10-1/2 x 5-3/4 Inches Qty:2 \$12.96 Wooden 4 in a Row Board Game Line up 4 Game Travel Board Games for Kids and Adults Qty:1 \$7.99 Melissa & Doug Rainbow Stamp Pad - 6 Washable Inks Qty:1 \$6.99 Wooden Dollhouse Furniture Doll House Furnishings with 8 Pieces Winning Doll Family Set Style: Classic Style1 Qty:1 \$33.99 Spot It! 123 Qty:1 \$9.99 Toddler Paint Brushes 24 Pack, Big Chubby Kids Paint Brushes Bulk, Easy to Clean & Grip, Non Shedding Bristle, Large Round and Flat Hog Bristle Preschool Paint Brushes for Washable Paint	212100099	-0.28	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Acrylic Paint Qty:1 \$15.95			
				Magna-Tiles 32-Piece Clear Colors Set, The Original Magnetic Building Tiles For Creative Open-Ended Play, Educational Toys For Children Ages 3 Years + Qty:1 \$47.06			
			678388578598	7/8 Science Materials	312100157	10.95	
			696746478639	7/8 Science Materials	312100154	69.89	
			743839438867	INSTRUCTIONAL SUPPLIES	412100375	88.97	
			747855466449	7/8 Science Materials	312100157	431.98	
			753967394835	Continued supplies for Summer SAIL sessions 2021	412100331	6.99	
			754386738345	Homeless Fund Clothing	312100163	34.99	
			755599537877	Childcraft Storage Box with Lid - 16 x 11 x 6 inches - Red Size: 15-3/4 x 10-1/2 x 5-3/4 Inches Qty:2 \$12.96 Wooden 4 in a Row Board Game Line up 4 Game Travel Board Games for Kids and Adults Qty:1 \$7.99 Melissa & Doug Rainbow Stamp Pad - 6 Washable Inks Qty:1 \$6.99 Wooden Dollhouse Furniture Doll House Furnishings with 8 Pieces	212100099	-7.81	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Winning Doll Family Set Style: Classic Style1 Qty:1 \$33.99 Spot It! 123 Qty:1 \$9.99 Toddler Paint Brushes 24 Pack, Big Chubby Kids Paint Brushes Bulk, Easy to Clean & Grip, Non Shedding Bristle, Large Round and Flat Hog Bristle Preschool Paint Brushes for Washable Paint Acrylic Paint Qty:1 \$15.95 Magna-Tiles 32-Piece Clear Colors Set, The Original Magnetic Building Tiles For Creative Open-Ended Play, Educational Toys For Children Ages 3 Years + Qty:1 \$47.06			
			777479936553	Continued	412100331	181.47	
			785377543785	supplies for Summer SAIL sessions 2021 Additional backpacks for Tamarac Summer SAIL	412100352	24.98	
			785874684747	COFFEE FOR OFFICE	152101069	58.50	
			796386647438	Pencils for Summer Tamarac (need more, more kids)	412100367	17.65	
			797358737935	Homeless Fund Clothing	312100163	26.64	
			847438636734	Homeless Fund Clothing	312100163	24.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			855889439935	Childcraft Storage Box with Lid - 16 x 11 x 6 inches - Red Size: 15-3/4 x 10-1/2 x 5-3/4 Inches Qty:2 \$12.96 Wooden 4 in a Row Board Game Line up 4 Game Travel Board Games for Kids and Adults Qty:1 \$7.99 Melissa & Doug Rainbow Stamp Pad - 6 Washable Inks Qty:1 \$6.99 Wooden Dollhouse Furniture Doll House Furnishings with 8 Pieces Winning Doll Family Set Style: Classic Style1 Qty:1 \$33.99 Spot It! 123 Qty:1 \$9.99 Toddler Paint Brushes 24 Pack, Big Chubby Kids Paint Brushes Bulk, Easy to Clean & Grip, Non Shedding Bristle, Large Round and Flat Hog Bristle Preschool Paint Brushes for Washable Paint Acrylic Paint Qty:1 \$15.95 Magna-Tiles 32-Piece Clear Colors Set, The Original Magnetic Building Tiles For Creative	212100099	152.10	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Open-Ended Play, Educational Toys For Children Ages 3 Years + Qty:1 \$47.06			
			857499538886	office supplies	152101027	4.99	
			858393587967	office supplies	152101027	5.99	
			864949489849	Supplies for SAIL Summer Sessions 2021	412100330	9.99	
			883845667584	Supplies for SAIL Summer Sessions 2021	412100330	23.00	
			885666999373	Math Materials for Boys and Girls Club	412100389	99.96	
			888887549395	7/8 Science Materials	312100154	19.95	
			894465446539	7/8 Science Materials	312100154	12.99	
			898459477887	Classroom, Sensory and Reward materials for EBD/OHD classroom	4002100193	114.40	
			899633956338	Classroom, Sensory and Reward materials for EBD/OHD classroom	4002100193	357.44	
			938778444456	Writing journals for SAIL	412100399	20.98	
			943858387448	7/8 Science Materials	312100154	13.99	
			953647495889	Supplies for SAIL Summer Sessions 2021	412100330	71.46	
			959837734997	Classroom Supplies	312100145	9.01	
			959935479837	7/8 Science Materials	312100154	7.25	
			964636869388	Reader's Theater books for SAIL	412100353	15.30	
			966999439555	7/8 Science Materials	312100154	40.51	
			967954569998	AMAZON-VOLDYNE 5000 VOLUMETRIC EXERCISER	4002100197	12.96	
			975393766669	missing art supplies for SAIL	412100360	29.87	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			977366648563	Continued supplies for Summer SAIL sessions 2021	412100331	114.18	
			988759455396	7/8 Science Materials	312100154	20.46	
664426	ANDERSON COACH OF FRAZEE, INC.	07/19/2021	JUNE	ACTIVITIES TRANSP. EXP.	0	5,033.70	5,033.70
664427	APPLE COMPUTER, INC.	07/19/2021	AF15416759	MACBOOK PRO AND ADAPTER	4002100202	98.00	2,297.00
			AF18324867	MACBOOK PRO AND ADAPTER	4002100202	2,199.00	
664428	ARVIG COMMUNICATION SYSTEMS	07/19/2021	0001103278 001 5	TELEPHONE SERVICES	0	1,487.27	2,065.79
			0001103285 001 6	TELEPHONE SERVICES	0	171.24	
			0003009493 001 2	FIBER LEASE	0	203.64	
			0003009561 001 9	FIBER LEASE	0	203.64	
664429	ARVIG COMMUNICATION SYSTEMS	07/19/2021	316913	CHANGE VOICEMAIL	152101080	47.50	47.50
664430	BDT MECHANICAL, LLC	07/19/2021	REQ. #15	HIGH SCHOOL ADDITION & RENOVATIONS	0	318,329.57	318,329.57
664431	BECKER COUNTY ENVIRONMENTAL SE	07/19/2021	03-00257010	GARBAGE	152101077	31.99	231.99
			HIGH SCHOOL	GARBAGE	0	40.00	
			MIDDLE SCH.	GARBAGE	0	60.00	
			ROOSEVELT	GARBAGE	0	60.00	
			ROSSMAN	GARBAGE	0	40.00	
664432	BERGSTROM ELECTRIC, INC.	07/19/2021	REQ. #15	HIGH SCHOOL ADDITION & RENOVATIONS	0	225,675.35	225,675.35
664433	BEUG'S ACE HARDWARE	07/19/2021	201828	SUPPLIES	152101095	24.95	130.15
			202659	SUPPLIES	152101095	9.99	
			203548	CUSTODIAL SUPPLIES	152101078	17.37	
			204148	CUSTODIAL SUPPLIES	152101082	54.01	
			204250	SUPPLIES	152101096	23.83	
664434	BIX PRODUCE	07/19/2021	05095948	PRODUCE	7702100361	430.10	430.10
664435	BRENCO CORP.	07/19/2021	0099657-IN	CHARIOT PARTS	152100953	3,549.93	4,428.08
			0102741-IN	DYNO SHINE, CONTAINERS	7702100362	450.00	
			0102795-IN	DYNO SHINE, CONTAINERS	7702100362	428.15	
664436	BUERMANN, EMILY	07/19/2021	6/8/21-6/10/21	ART CAMP STIPEND	0	240.00	240.00
664437	CAPITAL ONE TRADE CREDIT	07/19/2021	B05947/4	SUPPLIES	152101099	19.22	57.50
			B06007/4	CUSTODIAL SUPPLIES	152101071	26.76	
			B08980/4	SUPPLIES	152101099	11.52	
664438	CDWG	07/19/2021	F228356	COMPUTER FOR ASSISTANT TO THE	3002100218	64.58	64.58

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SUPERVISOR OF OPERATIONS			
664439	Vendor Continued Void	07/19/2021					0.00
664440	Vendor Continued Void	07/19/2021					0.00
664441	CENEX COMMUNITY CO-OPS	07/19/2021	1081	CAR WASH	0	12.00	1,459.12
			5439	PROPANE	0	24.74	
			6789	CAR WASH	0	12.00	
			EXPEDITION	FUEL PURCHASES	0	169.09	
			FOOD SERVICE	FUEL PURCHASES	0	306.74	
			FUSION-67	FUEL PURCHASES	0	149.31	
			FUSION-75	FUEL PURCHASES	0	144.73	
			ROSSMAN EQUIP	FUEL PURCHASES	0	48.67	
			SR. HIGH EQUIP	FUEL PURCHASES	0	105.61	
			SUBURBAN-61	FUEL PURCHASES	0	105.90	
			SUBURBAN-62	FUEL PURCHASES	0	88.59	
			SUBURBAN-71	FUEL PURCHASES	0	90.53	
			TRUCK-60	FUEL PURCHASES	0	84.70	
			TRUCK-65	FUEL PURCHASES	0	116.51	
664442	CENTRAL MARKET	07/19/2021	311402	Student Activity Recognition Celebration Cake & Balloons Activity Account 8472196 PO: \$68.70 PO: \$70.99	412100379	68.70	139.69
			391512	Student Activity Recognition Celebration Cake & Balloons Activity Account 8472196 PO: \$68.70 PO: \$70.99	412100379	70.99	
664443	Vendor Continued Void	07/19/2021					0.00
664444	CITY OF DETROIT LAKES	07/19/2021	009345	UTILITIES-MIDDLE SCH./ROOSEV.	0	19,836.76	47,070.60
			01-004198-00	UTILITIES-BUS GARAGE	0	90.77	
			02-009346-00	UTILITIES-ROOSEVELT	0	487.64	
			06-031740-00	UTILITIES-ADM. CENTER	0	1,004.54	
			12-069577-00	UTILITIES-LINCOLN	0	861.50	
			15-150843-00	UTILITIES-SENIOR HIGH	0	2,157.80	
			18-149212-00	UTILITIES-SENIOR HIGH	0	13,346.15	
			18-150088-00	UTILITIES-SENIOR HIGH	0	208.67	
			18-151142-00	UTILITIES-SENIOR HIGH	0	498.92	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			19-156423-00	UTILITIES-ROSSMAN	0	8,577.85	
664445	CITI CARGO & STORAGE	07/19/2021	SI256777	SUPPLIES	152101098	200.00	200.00
664446	CONNECT INTERIORS	07/19/2021	62307	MAIN OFFICE DESK CHAIRS - Quote attached	412100333	2,213.12	2,213.12
664447	COOK, ALISON M	07/19/2021	SUPPLIES	HS MUSICAL COSTUME NEEDS	0	38.17	38.17
664448	DACOTAH PAPER COMPANY	07/19/2021	76374	BOXES	7702100371	137.05	137.05
664449	DIRT DYNAMICS LLC	07/19/2021	REQ. #4	HIGH SCHOOL ADDITION & RENOVATIONS	0	71,421.95	71,421.95
664450	DL COMMUNITY & CULTURAL CENTER	07/19/2021	3891	HOLMS THEATER RENTAL FOR AP TESTING	412100396	500.00	500.00
664451	DETROIT LAKES DISPOSAL	07/19/2021	3891	GARBAGE SERVICE	0	1,010.04	1,010.04
664452	EARTHWORK SERVICES INC.	07/19/2021	REQ. #9	HIGH SCHOOL ADDITION & RENOVATIONS	0	190,000.00	190,000.00
664453	Vendor Continued Void	07/19/2021					0.00
664454	EAST SIDE JERSEY DAIRY ESJD	07/19/2021	4520160	MILK	7702100364	43.20	5,253.22
			4520162	MILK	7702100364	1,252.91	
			4520271	MILK	7702100366	1,263.00	
			4521583	MILK	7702100364	33.82	
			4521609	MILK	7702100364	55.91	
			4521632	MILK	7702100364	1,201.63	
			4521679	MILK	7702100364	1,402.75	
664455	EGGEBRAATEN, TIMOTHY K	07/19/2021	6/3/21	TOP 20 AWARD	312100169	250.00	250.00
664456	EMERGENT SYSTEMS EXCHANGE, LLC	07/19/2021	19-2492	FIREWALL SERVICES	3002100058	588.00	588.00
664457	ESSENTIA HEALTH	07/19/2021	1221.3110.1228.08	JUNE PT SERVICES	0	1,305.00	1,305.00
664458	EVERSON, MARK A	07/19/2021	SUPPLIES	MUSICAL EXPENSES	0	1,383.00	1,383.00
664459	F-M FLOORING	07/19/2021	REQ. #14-FINAL	ROOSEVELT ADDITION & RENOVATIONS	0	12,104.00	12,104.00
664460	FAR-MOOR ACOUSTICS & FLOORS, L	07/19/2021	REQ. #4	HIGH SCHOOL ADDITION & RENOVATIONS	0	204,250.00	204,250.00
664461	FLINN SCIENTIFIC INC.	07/19/2021	2571544	BIOLOGY LAB SUPPLIES	412100366	207.23	249.83
			2573054	BIOLOGY LAB SUPPLIES	412100325	42.60	
664462	FORUM COMMUNICATIONS COMPANY -	07/19/2021	CL01774319	6/21 BOARD MEETING	0	494.40	494.40
664463	FRITZ STALEY, KARIN E	07/19/2021	CONFERENCE	MSSWA VIRTUAL SUMMER INSTITUTE	0	235.00	235.00
664464	FRS WORKS	07/19/2021	V12101229	PRICIPAL STAMP FOR JOSH OMANG	412100341	35.00	35.00
664465	GAG, KELLY J.	07/19/2021	MILEAGE MILEAGE.	MARCH-APRIL MAY-JUNE	0 0	34.16 26.32	60.48
664466	GEHRTZ CONSTRUCTION SERVICES	07/19/2021	3500	MIDDLE SCHOOL RENOVATIONS	0	3,254.83	58,728.90

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			3501	HIGH SCHOOL ADDITION & RENOVATIONS	0	55,474.07	
664467	GILSDORF, KENDRA L.	07/19/2021	PLAY	MATILDA	0	1,500.00	1,500.00
664468	GOULET, CHRISTY	07/19/2021	6/9/21-6/16/21	ART CAMP STIPEND & MILEAGE	0	300.80	300.80
664469	GRAINGER, INC.	07/19/2021	9925347438	CUSTODIAL SUPPLIES	152101075	1,415.16	1,558.09
			9926874794	STEPLADDER	152101074	142.93	
664470	GREEN'S PLUMBING & MODERN HEAT	07/19/2021	53166	SERVICES	152101105	108.00	2,984.79
			53167	SERVICES	152101105	109.49	
			53168	SERVICES	152101105	678.92	
			53169	SERVICES	152101105	445.14	
			53170	SERVICES	152101105	1,643.24	
664471	HAATAJA CONTRACTING INC.	07/19/2021	REQ. #11	HIGH SCHOOL ADDITION & RENOVATIONS	0	145,646.95	145,646.95
664472	HELLEKSON, JENNIFER	07/19/2021	SUPPLIES	GRADUATION EXP.-UNITED WAY GRANT	0	319.11	319.11
664473	HENDRICKSON, JAMES D	07/19/2021	SUPPLIES	MUSICAL SUPPLIES	0	1,020.36	1,020.36
664474	HERMAN, NICOLE D	07/19/2021	SUPPLIES	LATCHKEY SUPPLIES	0	211.20	211.20
664475	HERZOG ROOFING, INC.	07/19/2021	5795	REPAIR HOLE AT MIDDLE SCHOOL	0	315.00	315.00
664476	HOLIDAY FLEET	07/19/2021	1400-003-767-523	07/05/21 GAS CHARGES	0	150.41	150.41
664477	HOLMQUIST, MELANIE M	07/19/2021	MILEAGE	AMI ACTIVITIES - MAY	0	19.60	19.60
664478	HUENERS, JANELLE E	07/19/2021	SUPPLIES	AG. SUPPLIES	0	38.01	38.01
664479	HUESMAN SCHREIBER MASONRY, LLC	07/19/2021	REQ. #15	HIGH SCHOOL ADDITION & RENOVATIONS	0	193,572.00	193,572.00
664480	HUT AMERICAN GROUP LLC	07/19/2021	274121070100000101	Pizza - LatchKEY party	152101086	56.00	56.00
664481	IDENTISYS, INC.	07/19/2021	525209	SUPPLIES	152101094	768.28	768.28
664482	IND. SCHOOL DISTRICT #709	07/19/2021	1002200005	20/21 TUITION-KG	0	6,170.22	6,170.22
664483	INTEGRITY STEEL SUPPLY, LLC	07/19/2021	REQ. #14	HIGH SCHOOL ADDITION & RENOVATIONS	0	41,929.20	41,929.20
664484	JOBS HQ	07/19/2021	32584	06/01/21-06/30/21	0	2,820.20	2,820.20
664485	JOHNSON'S LOCK & KEY	07/19/2021	44401	SERVICES	152101097	48.72	568.47
			44446	SERVICES	152101097	169.75	
			44448	SERVICES	152101097	350.00	
664486	JOSTENS	07/19/2021	26571488	JOSTENS DIPLOMA INV 26571488	412100394	14.73	32.40
			26644130	JOSTENS DIPLOMA INV 26644130	412100395	17.67	
664487	DAVID B. KNOFF CONSTRUCTION	07/19/2021	261	SERVICES/MAINTENAN CE	152101073	4,571.50	4,571.50
664488	L&M FLEET SUPPLY, INC.	07/19/2021	6662306	CUSTODIAL	152101070	34.93	165.90

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			6664412	SUPPLIES CUSTODIAL	152101070	10.98	
			6674287	SUPPLIES CUSTODIAL	152101087	119.99	
664489	LABINE, MICHAEL L	07/19/2021	SUPPLIES	9TH GR ACADEMY	0	25.35	25.35
664490	LAKES MEDI-VAN INC.	07/19/2021	1305	06/01/21 - 06/30/21	0	500.40	500.40
664491	LAKES COUNTRY SERVICE CO-OP.	07/19/2021	93833	DRUG/ALCOHOL TESTING	0	118.00	268.00
			93919	LCSC ADMINS' SUMMER RETREAT-JENSON	0	150.00	
664492	LEDGESTONE, INC.	07/19/2021	REQ. #11	MIDDLE SCHOOL RENOVATIONS	0	47,344.43	82,038.66
			REQ. #15	HIGH SCHOOL ADDITION & RENOVATIONS	0	34,694.23	
664493	LEIGHTON BROADCASTING	07/19/2021	177385-3	JOB RECRUITMENT	0	380.00	380.00
664494	LINDSTROM, LISA B	07/19/2021	MILEAGE	SEPTEMBER-OCTOBER	0	44.85	398.85
			MILEAGE.	NOVEMBER-DECEMBER	0	67.28	
			MILEAGE..	JANUARY-FEBRUARY	0	85.12	
			MILEAGE...	MARCH-APRIL	0	124.32	
			MILEAGE....	MAY-JUNE	0	77.28	
664495	LYNX SYSTEM DEVELOPERS INC	07/19/2021	303855	CAMERA TESTING AND REPAIR INVOICE 303855	412100402	445.00	445.00
664496	MARK'S ELECTRIC INC.	07/19/2021	REQ. #15-FINAL	MIDDLE SCHOOL RENOVATIONS	0	5,000.00	5,000.00
664497	MASPA/STATE NEGOTIATORS	07/19/2021	19462	REGISTRATION	152101083	35.00	70.00
			19491	REGISTRATION	152101084	35.00	
664498	MATH RECOVERY	07/19/2021	21-1041	Math Recovery	3002100211	14,338.50	23,254.00
			21-1059	Kindergarten Math Readiness & Engagement Pack	3002100216	5,040.00	
			21-1060	Math Recovery	3002100211	1,054.00	
			21-1127	Math Recovery	3002100211	2,607.00	
			21-996	Math Recovery	3002100211	214.50	
664499	MCGRAW-HILL EDUCATION	07/19/2021	117943524001	PATTERN BLOCK TEMPLATES	262100159	189.00	189.00
664500	MCGRAW-HILL SCHOOL EDUCATION	07/19/2021	117770311001	HS Advanced Chemistry New Curriculum	152100983	5,460.00	5,460.00
664501	MENARDS - DETROIT LAKES	07/19/2021	27020	SUPPLIES	152101102	72.82	90.62
			27142	WHEELS FOR CART	152101072	21.16	
			27346	SUPPLIES RETURNED	152101102	-29.28	
			27349	SUPPLIES	152101102	25.92	
664502	MERIT PAINTING INC.	07/19/2021	REQ. #6	HIGH SCHOOL ADDITION & RENOVATIONS	0	23,750.00	23,750.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
664503	MILESTONES & MEMORIES, LLC	07/19/2021	42521	HS GRAD MEDALLIONS AND LAPEL PINS	412100393	1,114.10	1,114.10
664504	MILLER & SONS DRYWALL, INC.	07/19/2021	REQ. #13-FINAL	ROSSMAN ADDITION & RENOVATIONS	0	5,000.00	5,000.00
664505	MINN KOTA RECYCLING	07/19/2021	425444	DOCUMENT DESTRUCTION	0	169.50	169.50
664506	MITCHELL, REBECCA	07/19/2021	06/07/21-06/17/21 6/7/21-6/17/21	ART CAMP STIPEND & SUPPLIES ART CAMP STIPEND & SUPPLIES	0 0	750.00 750.00	1,500.00
664507	MN KOTA CONCRETE, INC.	07/19/2021	REQ. #11	HIGH SCHOOL ADDITION & RENOVATIONS	0	119,806.40	119,806.40
664508	MN STATE COMMUNITY & TECHNICAL	07/19/2021	00858591	FOOD SERVICE LEASE	0	15,000.00	15,000.00
664509	MINNESOTA ENERGY RESOURCES	07/19/2021	0505675381-00001	ENERGY CHARGES-SENIOR HIGH	0	196.00	196.00
664510	MINNESOTA FLYERS GYMNASTICS, I	07/19/2021	05/26/2021	TOP 20 STUDENT AWARD	312100170	123.00	123.00
664511	MORRIS PAINTING & DECORATING I	07/19/2021	MIDDLE SCHO ROSSMAN SENIOR HIGH	PAINTING SERVICES-MIDDLE SCHOOL PAINTING SERVICES-ROSSMAN PAINTING SERVICES-SENIOR HIGH	152101116 152101116 152101116	4,987.22 720.00 19,972.13	25,679.35
664512	MREA -MN RURAL EDUCATION ASSOC	07/19/2021	2022-1590	21/22 MEMBERSHIP DUES	0	2,500.00	2,500.00
664513	MVP LOGISTICS LLC	07/19/2021	755491512 755492752	SHIPPING CHARGES FOR PO 0152100982 SHIPPING-BIOLOGY MATERIALS- PO 0152100982	0 0	193.00 19.80	212.80
664514	NARDINI FIRE EQUIPMENT CO.	07/19/2021	IV00175803 IV00175817 IV00176161	FIRE EQUIPMENT FIRE SERVICES FIRE SERVICES	152101090 152101091 152101092	23.00 251.60 87.50	362.10
664515	NASCO INC.	07/19/2021	80168 82506 86272 88436	FACS classroom supplies INSTRUCTIONAL SUPPLIES FACS classroom supplies School Supplies	312100147 412100374 312100147 312100137	285.14 166.40 16.65 10.16	478.35
664516	NATIONAL FOOD GROUP, CORPORATE	07/19/2021	IN0861082	FOOD	7702100370	5,510.85	5,510.85
664517	NCS PEARSON, INC.	07/19/2021	11605403	DIAL-4 SCORING 5-YEAR SUBSCRIPTION	4002100025	165.00	165.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
664518	NEWMAN, GRAHAM A	07/19/2021	SUPPLIES	EBD SUPPLIES	0	63.78	63.78
664519	NEWMAN	07/19/2021	JC1867	CHAIN LINK FENCE-BASEBALL FIELD	0	23,809.55	23,809.55
664520	NIELSEN, ROBERT E	07/19/2021	TRAVEL	AD ACTIVITIES	0	737.34	737.34
664521	NORTHERN DIGITAL SOLUTIONS	07/19/2021	20212	WEBSITE MANAGEMENT	0	6,000.00	6,000.00
664522	NORTHERN PLAINS MECHANICAL, LL	07/19/2021	REQ. #21-FINAL	ROSSMAN ADDITION & RENOVATIONS	0	2,500.00	2,500.00
664523	OLANDER BUS SERVICE INC.	07/19/2021	JUNE	BUS CLEANING	0	662.50	662.50
664524	OTIS ELEVATOR COMPANY	07/19/2021	100400401767	MONTHLY ELEVATOR CHECKS	152101079	150.00	150.00
664525	PAN-O-GOLD BAKING CO.	07/19/2021	20101121172001 20101121173002 20101121179001 20101121180001	BREAD BREAD BREAD BREAD	7702100359 7702100359 7702100367 7702100367	161.35 36.00 90.12 82.08	369.55
664526	PRECISION PRINTING	07/19/2021	98974	Print Student Graphic Design posters for Spring 2021	412100326	945.00	3,386.00
			99258	Musical Posters invoice 99528	412100376	75.00	
			99261	MUSICAL PROGRAMS INVOICE 99261	412100400	1,786.00	
			99379	INV 99379 GRAD PROGRAMS	412100397	580.00	
664527	PREMIUM WATERS, INC.	07/19/2021	351313705	BOTTLED WATER-HIGH SCHOOL	0	33.49	128.97
			351317225	BOTTLED WATER-HIGH SCHOOL	0	39.49	
			351322819	BOTTLED WATER-ADMIN CENTER	0	55.99	
664528	PRO PRINT, INC.	07/19/2021	D101908011	MS ENVELOPES	312100162	363.49	363.49
664529	PRO-ED, INC.	07/19/2021	2881988	STAR protocols	4002100182	118.80	118.80
664530	QUADIENT FINANCE USA, INC.	07/19/2021	11296086	POSTAGE-ADM. CENTER	0	1,000.00	1,000.00
664531	QUADIENT LEASING USA, INC.	07/19/2021	N8929142	POSTAGE MACHINE LEASES	0	759.42	759.42
664532	RDO EQUIPMENT CO.	07/19/2021	P7346655	SUPPLIES	152101101	66.38	66.38
664533	REDWOOD TOXICOLOGY LABORATORY,	07/19/2021	11624720215 745298	DRUG TESTING DRUG TESTING SUPPLIES	0 0	111.87 66.36	178.23
664534	REINHART FOODSERVICE, LLC	07/19/2021	591334 598896 649174	FOOD FOOD FOOD	7702100363 7702100363 7702100369	81.20 71.91 512.80	665.91
664535	RENNEBERG HARDWOODS	07/19/2021	SINV-057018	wood	412100349	457.15	457.15
664536	RIDDELL / ALL AMERICAN SPORTS	07/19/2021	951352011	FB HELMET RECONDITIONING INVOICE 951352011	412100403	2,998.45	9,929.40

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			951407910	FOOTBALL FACEMASK INVOICE 951407910	412100401	6,930.95	
664537	RUPP, ANDERSON, SQUIRES & WALD	07/19/2021	12998	LEGAL SERVICES	0	196.00	196.00
664538	SAFETYFIRST PLAYGROUND SURFACI	07/19/2021	7530	PLAYGROUND MAINTENANCE	152101014	32,547.55	59,111.15
			7531	PLAYGROUND MAINTENANCE	152101013	26,563.60	
664539	SANFORD HEALTH OCCUPATIONAL ME	07/19/2021	610976	DOT PHYSICAL	0	100.00	100.00
664540	SANNES, KIERA L	07/19/2021	MILEAGE	JANUARY-FEBRUARY	0	8.96	120.68
			MILEAGE.	MARCH-APRIL	0	39.76	
			MILEAGE..	MAY-JUNE	0	71.96	
664541	SAVVAS LEARNING COMPANY LLC	07/19/2021	7027495609	HS Biology New Curriculum	152100982	11,651.85	11,651.85
664542	SCAN AIR FILTER, INC.	07/19/2021	152605	AIR FILTERS	152101054	88.56	183.81
			152683	SUPPLIES	152101093	95.25	
664543	SCHULTZ BUS COMPANY	07/19/2021	06/29/21	SERVICES	152101104	121.00	121.00
664544	SCHMITT MUSIC	07/19/2021	4039061	tuba repair	212100098	150.00	1,515.00
			4039076	INSTRUMENT REPAIRS	412100358	255.00	
			4039087	INSTRUMENT REPAIRS	412100358	390.00	
			4053684	SUMMER INSTRUMENT REPAIRS	412100378	270.00	
			4053690	SUMMER INSTRUMENT REPAIRS	412100378	240.00	
			4053699	SUMMER INSTRUMENT REPAIRS	412100378	210.00	
664545	SCHOLASTIC EQUIPMENT COMPANY,	07/19/2021	14317	MATERIALS FOR BATHROOMS	152100995	587.50	587.50
664546	SHOEMAKER, ANGIE	07/19/2021	SUPPLIES	RETIREMENT PARTY SUPPLIES-EIDENSCHI NK	0	46.19	46.19
664547	SOFTWAREHOUSE	07/19/2021	B13644190	SERVER LICENSE	3002100223	51.00	234.00
			B13644399	SQL SERVER LICENSE	3002100224	183.00	
664548	STANLEY, COURTNEY	07/19/2021	6/7/21-6/15/21	ART CAMP STIPEND	0	1,560.00	1,560.00
664549	STEAMATIC	07/19/2021	63895	CARPET CLEANING	152101050	910.82	910.82
664550	SUCKERT, MICHAEL W	07/19/2021	SUPPLIES	STAFF APPRECIATION	312100172	213.73	213.73
664551	SUMMIT FIRE PROTECTION	07/19/2021	REQ. #11	HIGH SCHOOL ADDITION & RENOVATIONS	0	22,683.67	22,683.67
664552	TEAM LAB	07/19/2021	INV0026207	WEED KILLER	152101023	130.00	20,094.00
			INV0026468	SOCCER FIELD SERVICES	152100807	2,496.00	
			INV0026469	SOCCER FIELD SERVICES	152100807	7,488.00	
			INV0026470	SOCCER FIELD SERVICES	152100807	9,980.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
664553	THE PUPPET STORE	07/19/2021	43913	PORTABLE PUPPET STAGE	262100158	469.70	469.70
664554	THORSON, JOHNN A	07/19/2021	MILEAGE	SEPTEMBER-OCTOBER	0	13.80	61.64
			MILEAGE.	NOVEMBER-DECEMBER	0	9.20	
			MILEAGE..	JANUARY-FEBRUARY	0	11.20	
			MILEAGE...	MARCH-APRIL	0	19.04	
			MILEAGE....	MAY-JUNE	0	8.40	
664555	TIERNEY BROTHERS INC	07/19/2021	846418	DISPLAYS FOR HS OFFICE	3002100226	2,486.90	8,867.80
			846597	DISPLAYS FOR HS OFFICE	3002100226	6,380.90	
664556	TOLLEFSON, AMY E	07/19/2021	MILEAGE	JANUARY-FEBRUARY	0	35.84	131.60
			MILEAGE.	MARCH-APRIL	0	58.24	
			MILEAGE..	MAY-JUNE	0	37.52	
664557	TORGERSON, HEATHER N	07/19/2021	MILEAGE	SEPTEMBER-OCTOBER	0	12.08	114.33
			MILEAGE.	NOVEMBER-DECEMBER	0	12.65	
			MILEAGE..	JANUARY-FEBRUARY	0	17.36	
			MILEAGE...	MARCH-APRIL	0	23.52	
			MILEAGE....	MAY-JUNE	0	48.72	
664558	Vendor Continued Void	07/19/2021					0.00
664559	TRAFERA	07/19/2021	I000220218	CHROMEBOOK REPAIRS	3002100127	1,078.39	7,256.28
			I000220524	CHROMEBOOK REPAIRS	3002100192	953.94	
			I000220553	CHROMEBOOK REPAIRS	3002100192	1,667.87	
			I000220576	CHROMEBOOK REPAIRS	3002100192	1,854.19	
			I000220666	CHROMEBOOK REPAIRS	3002100192	802.91	
			I000220698	CHROMEBOOK REPAIRS	3002100204	708.00	
			I000220744	CHROMEBOOK REPAIRS	3002100204	190.98	
664560	TRIMARK HOCKENBERGS	07/19/2021	REQ. #1	HIGH SCHOOL ADDITION & RENOVATIONS	0	9,191.55	9,191.55
664561	UNIQUE SOFTWARE CORP.	07/19/2021	251361	LAPTOP AND IPAD REPAIRS	3002100227	669.00	669.00
664562	UPPER LAKES FOODS, INC.	07/19/2021	835460-00	FOOD	7702100360	2,327.36	5,803.30
			835546-00	FOOD	7702100360	100.46	
			8355548-00	FOOD	7702100360	183.57	
			839941-00	FOOD	7702100368	2,560.25	
			841656-00	FOOD	7702100368	631.66	
664563	VERNIER SOFTWARE & TECNOLOGY	07/19/2021	5398383	WATER SHED PRODUCTS FOR FODE	412100382	244.24	244.24
664564	WATSON CONSULTING GROUP	07/19/2021	6/28/21	TRANSP. SERVICES CONSULTANT	152101103	1,312.50	1,312.50
664565	WCS1, LLC	07/19/2021	REQ. #5	HIGH SCHOOL ADDITION &	0	16,150.00	16,150.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				RENOVATIONS			
664566	WESTRUM, SANDRA E	07/19/2021	SUPPLIES	SUMMER LATCHKEY	0	87.92	87.92
664567	ZAMZO, STEVEN J	07/19/2021	6/28/21	TOP 20 student rewards	312100168	18.96	18.96
664568	ZERR BERG	07/19/2021	6152	HIGH SCHOOL ADDITION & RENOVATIONS	0	22,390.00	23,214.00
			6153	MIDDLE SCHOOL RENOVATIONS	0	824.00	
664569	ZORBAZ	07/19/2021	1040001	TOP 20 STUDENT PIZZAS 5/26/2021	312100171	426.85	426.85
				178 Computer	Check(s) For a Total of		2,370,168.15

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	178	Computer	Checks For a Total of	2,370,168.15
Total For	178	Manual, Wire Tran, ACH & Computer	Checks	2,370,168.15
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,370,168.15

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	0.00	0.00	291,680.14	291,680.14
02	FOOD SERVICE	0.00	0.00	37,279.80	37,279.80
03	TRANSPORTATION FUND	0.00	0.00	1,509.04	1,509.04
04	COMMUNITY SERVICE FUND	0.00	0.00	2,382.66	2,382.66
05	CAPITAL EXPENDITURE	0.00	0.00	123,916.46	123,916.46
06	BUILDING FUND	0.00	0.00	1,913,400.05	1,913,400.05

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
664570	ACADEMIC PLANNERS PLUS	07/19/2021	P3145	SCHOOL PLANNERS	262200041	808.34	808.34
664571	ACTIVE INTERNET TECHNOLOGIES,	07/19/2021	INV033970	WEBSITE RENEWAL	300220004	8,500.00	8,500.00
664572	ALLIANCE PEST PROTECTION	07/19/2021	11442	SERVICES	152200064	95.00	155.00
			11443	SERVICES	152200064	60.00	
664573	AMAZON	07/19/2021	983839959733	DOCKING STATION	300220003	246.51	246.51
664574	ANOKA-HENNEPIN SCHOOL DISTRICT	07/19/2021	MSFBG21/22-028	MSFBG	770220006	450.00	450.00
				ADMINISTRATIVE FEE			
664575	ARVIG COMMUNICATION SYSTEMS	07/19/2021	317594	SERVICES	152200062	250.00	345.00
			317601	SERVICES	152200062	47.50	
			317602	SERVICES	152200062	47.50	
664576	BEUG'S ACE HARDWARE	07/19/2021	205715	SUPPLIES	152200060	48.42	48.42
664577	BLR-BUSINESS & LEGAL RESOURCES	07/19/2021	19266852	RENEWAL	152200047	511.00	511.00
664578	CAPITAL ONE TRADE CREDIT	07/19/2021	B05947	CUSTODIAL	152200057	19.22	238.89
				SUPPLIES			
			B08980	CUSTODIAL	152200057	11.52	
				SUPPLIES			
			B10057	CUSTODIAL	152200057	88.16	
				SUPPLIES			
			B10653/4	CUSTODIAL	152200057	119.99	
				SUPPLIES			
664579	CONTINENTAL CLAY COMPANY	07/19/2021	INV000158656	EQUIPMENT	152200015	1,396.75	1,396.75
664580	CONSTELLATION NEW ENERGY GAS D	07/19/2021	3233644	UTILITIES-HIGH SCHOOL	0	952.54	952.54
664581	CULINEX	07/19/2021	INV845115	SUPPLIES	770220005	123.75	123.75
664582	DACOTAH PAPER COMPANY	07/19/2021	78731	BOXES	770220011	411.15	411.15
664583	DETROIT LAKES OVERHEAD DOOR SE	07/19/2021	34517	SERVICES	152200066	103.00	103.00
664584	DORFF, JESSICA	07/19/2021	TXTBK-AMAZON	NON PUBLIC TEXTBOOKS	0	171.18	171.18
664585	EAST SIDE JERSEY DAIRY ESJD	07/19/2021	4520349	MILK	770220002	1,229.72	2,497.23
			4520427	MILK	770220008	1,267.51	
664586	EDUCATORS BENEFIT CONSULTANTS,	07/19/2021	19504	SERVICE FEE	152200050	345.88	345.88
664587	FIRST DAKOTA INDEMNITY COMPANY	07/19/2021	3637110	21/22 WORKER'S COMP. PREMIUM	0	98,385.00	98,385.00
664588	FLINN SCIENTIFIC INC.	07/19/2021	2561448	EQUIPMENT	152200011	1,956.21	10,673.96
			2561633	EQUIPMENT	152200010	980.25	
			2561735	EQUIPMENT	152200013	914.09	
			2565769	EQUIPMENT	152200013	1,024.65	
			2567688	EQUIPMENT	152200011	3,193.32	
			2568856	EQUIPMENT	152200013	2,605.44	
664589	FRONTLINE TECHNOLOGIES GROUP,	07/19/2021	INVUS137275	FRONTLINE RENEWAL	152200021	14,996.58	14,996.58
664590	FURTHER	07/19/2021	15759058	PARTICIPATION FEES	0	422.00	422.00
664591	G & R CONTROLS, INC.	07/19/2021	123801	MAINTENENCE	152200067	135.00	135.00
664592	THE HARTFORD	07/19/2021	13732895	SPECIAL RISK ACCIDENT PREMIUM	0	652.00	652.00
664593	HILLYARD / HUTCHINSON	07/19/2021	604360331	CUSTODIAL	152200045	751.07	5,541.09
				SUPPLIES			
			604374904	CUSTODIAL	152200045	5,486.81	
				SUPPLIES			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			604376776	CUSTODIAL SUPPLIES	152200045	54.28	
			800533146	CUSTODIAL SUPPLIES	152200045	-751.07	
664594	IS CORP	07/19/2021	0715375	SKYWARD ANNUAL FEE	152200022	11,136.00	11,136.00
664595	JAMF SOFTWARE	07/19/2021	INV205103	JAMF	3002200015	8,994.32	8,994.32
664596	L&M FLEET SUPPLY, INC.	07/19/2021	6665842	CUSTODIAL SUPPLIES	152200056	42.88	487.35
			6670919	CUSTODIAL SUPPLIES	152200056	75.95	
			6681492	SOFTENER SALT	152200042	358.55	
			6684631	CUSTODIAL SUPPLIES	152200056	9.97	
664597	LITERACY MINNESOTA	07/19/2021	7864	ONLINE SOFTWARE SUPPORT 2021-2022	0	3,197.50	3,197.50
664598	MENARDS - DETROIT LAKES	07/19/2021	27829	SUPPLIES	152200059	199.36	199.36
664599	MIDWEST BUS PARTS INC.	07/19/2021	148442CM	BUS PARTS RETURNED	0	-299.90	61.35
			153979	SUPPLIES	152200065	361.25	
664600	MN ASSOC. OF SECONDARY SCHOOL	07/19/2021	21/22	21/22 MEMBERSHIP-HEGG, J.	0	865.00	2,595.00
			21/22.	21/22 MEMBERSHIP-SUCKERT , M.	0	865.00	
			21/22..	21/22 MEMBERSHIP-MESSER, J.	0	865.00	
664601	MN ASSOC. OF SCHOOL ADMINISTRA	07/19/2021	21/22	MASA/MASE MEMBERSHIP DUES-KERZMAN	0	860.00	860.00
664602	MN ELEM. SCHOOL PRINCIPALS' AS	07/19/2021	21/22	21/22 MEMBERSHIP-MARIOTT I, T.	0	934.00	934.00
664603	MINNESOTA SCHOOL BOARDS ASSN.	07/19/2021	27391S7P0F7	21/22 ASSOCIATION DUES, BOARDBOOK, POLICY SERVICES	0	12,004.00	12,004.00
664604	NAPA AUTO PARTS	07/19/2021	SUPPLIES	SUPPLIES	152200061	28.68	28.68
664605	OMANG, JOSHUA A	07/19/2021	SUPPLIES	YOUTH SKILLS TRAINING GRANT-SUPPLIES	0	142.87	142.87
664606	PALO'S SPORTS, INC.	07/19/2021	5525403-00	EQUIPMENT	152200003	1,525.79	1,525.79
664607	PAN-O-GOLD BAKING CO.	07/19/2021	20101121186001	BREAD	7702200003	29.64	59.28
			20101121193001	BREAD	7702200009	29.64	
664608	POLICYPAK SOFTWARE	07/19/2021	26032	POLICYPAK RENEWAL	3002200019	3,283.20	3,283.20
664609	PREMIUM WATERS, INC.	07/19/2021	351331950	BOTTLED WATER-ADMIN CENTER	0	40.99	40.99
664610	RDO EQUIPMENT CO.	07/19/2021	P8038355	PARTS	152200054	136.38	396.23

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			P8052055	PARTS	152200054	123.47	
			P8065455	PARTS	152200054	136.38	
664611	REGION I - ESV	07/19/2021	10511	FOLLETT DESTINY RENEWAL	3002200017	7,522.34	7,522.34
664612	REINHART FOODSERVICE, LLC	07/19/2021	657876	FOOD	7702200004	1,837.28	1,837.28
664613	SEESAW	07/19/2021	2021-48824	SEESAW ANNUAL SUBSCRIPTION	3002200008	3,300.00	6,875.00
			2021-54120	SEESAW ANNUAL SUBSCRIPTION	3002200012	3,575.00	
664614	SOLUTION TREE, INC.	07/19/2021	S243639	PROFESSIONAL DEVELOPMENT BOOKS FOR RENEE KERZMAN	152200031	791.65	791.65
664615	SPED FORMS, INC.	07/19/2021	1023	SPED FORMS LICENSE/SOFTWARE	0	8,120.90	8,120.90
664616	STEIN'S INC.	07/19/2021	881705	CUSTODIAL SUPPLIES	152200043	325.40	1,738.35
			882038	CUSTODIAL SUPPLIES	152200043	766.60	
			882140	CUSTODIAL SUPPLIES	152200043	385.30	
			882410	SUPPLIES	152200068	136.50	
			882414	CUSTODIAL SUPPLIES	152200043	29.20	
			882516	SUPPLIES	152200068	95.35	
664617	SWANSON'S REPAIR	07/19/2021	01-65593	PUSH MOWER	152200044	479.00	479.00
664618	TAYLOR MUSIC	07/19/2021	2141002-IN 2141003-IN	EQUIPMENT EQUIPMENT	152200008 152200006	75.00 5,560.00	5,635.00
664619	TEAM LAB	07/19/2021	INV0026357	WEED KILLER	152200052	390.00	390.00
664620	TEXTBOOK WAREHOUSE	07/19/2021	SI0784218	Elem Consumables Handwriting	152200039	1,539.25	1,539.25
664621	TWEETON REFRIGERATION, INC.	07/19/2021	T42744S T42947S	SERVICES & MAINTENANCE SERVICES & MAINTENANCE	152200063 152200063	342.10 151.50	493.60
664622	UPPER LAKES FOODS, INC.	07/19/2021	844425-00	FOOD	7702200010	1,524.14	1,524.14
664623	ZANER BLOSER	07/19/2021	10298409Q	Elem Consumables Handwriting	152200040	12,395.40	12,395.40

54 Computer Check(s) For a Total of 243,398.10

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	54	Computer	Checks For a Total of	243,398.10
Total For	54	Manual, Wire Tran, ACH & Computer	Checks	243,398.10
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	243,398.10

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
01	GENERAL FUND	98,385.00	0.00	106,975.64	205,360.64
02	FOOD SERVICE	0.00	0.00	6,931.41	6,931.41
04	COMMUNITY SERVICE FUND	0.00	0.00	3,368.68	3,368.68
05	CAPITAL EXPENDITURE	0.00	0.00	27,737.37	27,737.37

# PERSONNEL AGENDA

## July 19, 2021

### 1) Resignations:

Maggy Doll – Middle School Boys Cross Country Coach, effective July 9, 2021.

Kristi Husby – Middle School Dance Coach, effective July 1, 2021.

Jenny Joy – High School Special Education Paraprofessional, effective July 1, 2021.

Markus Okeson – Head Varsity Boys Basketball Coach, effective July 12, 2021.

Shana Young – ALC Independent Studies Science Teacher, effective July 14, 2021.

### 2) Appointments:

Marjorie Berg – Accounting Administrative Assistant, at the rate of \$21.50, working up to 2,080 hours per year, effective July 12, 2021.

Samuel Bergren – Roosevelt Elementary 3<sup>rd</sup> Grade Teacher, at the rate of BA, Step 3, or a contract amount of \$41,671.00, effective August 23, 2021.

Laura Hunt – Middle School Special Education Teacher, at the rate of BA, Step 3, or a contract amount of \$41,671.00, effective August 30, 2021, pending Tier 2 Licensure.

Jennifer Reynolds – Lincoln Education Center ECFE/SR Instructional Assistant, at the rate of \$14.80 per hour, working up to 125 hours per summer, effective July 1, 2021, through August 12, 2021.

Valerie Schultz – Roosevelt Elementary 5<sup>th</sup> Grade Teacher, at the rate of MA, Step 10, or a contract amount of \$58,341.00, effective August 30, 2021.

Connie Skersick – Lincoln Education Center Temporary ECFE/SR Instructional Assistant, at the rate of \$14.80 per hour, working up to 112.50 hours total, effective July 1, 2021, through August 12, 2021.

Jay Sorensen – ALC Independent Study Social Studies Teacher, at a rate of \$31.00 per hour, working up to 10 hours per week, effective August 30, 2021, and Social Students Teacher for Online School, rate of pay pending approval of the 2021-2023 EMDL Master Agreement, working up to 10 hours per week, effective date pending approval of program.

Emily Sternberg – Rossman Elementary Principal, at a contract amount of \$126,163.20, and provisions as provided in the Principal Master Agreement, effective July 1, 2021.

Michelle Walker-Drewry – High School Media Center Assistant, at the rate of \$14.30 per hour, working up to 29.75 hours per week, effective for the 2021-2022 school year.

Anna Wilson – Lincoln Education Center Child Educator, at the rate of \$32.25 per hour, working up to 130.5 hours per summer, effective July 1, 2021, through August 12, 2021.

### 3) Leave of Absence:

Sue Sonnenberg – Rossman Elementary Special Education Paraprofessional, request a leave of absence beginning April 13, 2021, and continuing through July 22, 2021.



June 22, 2021

To: [Mark Jenson, Superintendent](#)  
Amy Erickson, School Board Chair  
Ryan Tangen, Business Manager  
Nancy Olson, Director of Human Resources

From: Mike Suckert on behalf of the DLPA

RE: Principal's Contract Negotiations

The Detroit Lakes Principal's Association respectfully requests the opportunity to meet with the intent of commencing negotiations for the 2021-2023 Principal's Master Agreement.

Mike Suckert and Justin Hegg will be representing our association during this process. We look forward to getting started. Please contact me regarding a timeline for completion of this important process.

With Regards,

A handwritten signature in blue ink, appearing to read "Mike Suckert", is positioned above the printed name.

Mike Suckert

CC: Trish Mariotti  
Jason Kuehn  
Peter Lundin  
Justin Messer  
Josh Omang  
Karilee Traurig  
Justin Hegg



**Detroit Lakes Regional  
Chamber of Commerce**  
P.O. Box 348  
Detroit Lakes, MN 56502-0348  
218-847-9202

— INVOICE —

Ms. Lori Nustad  
Detroit Lakes Public Schools, ISD #22  
702 Lake Avenue  
P. O. Box 766  
Detroit Lakes, MN 56502-0766

Date: 07/01/2021  
Account #: 3158  
Invoice #: 62833  
Amount Due: \$591.00

Amount Remitted: \_\_\_\_\_

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**DETROIT LAKES REGIONAL CHAMBER OF COMMERCE**

Membership Investment 07/01/2021 - 06/30/2022

591.00

Total: \$591.00



*Payment of membership dues is deductible for most chamber members as an ordinary and necessary business expense.  
Contributions or gifts to the chamber are not deductible as charitable contributions for Federal income tax purposes.  
\$15 of your membership dues is for The Chamber newsletter.*

Please return top portion with payment to: P.O. Box 348, Detroit Lakes, MN 56502

Date Adopted:	File Number:
Date Revised:	Detroit Lakes Policy – 726

## **726 USE OF ELECTRONIC SIGNATURES TO CONDUCT OFFICIAL BUSINESS**

### **I. PURPOSE**

The purpose of this policy is to document the school board’s desire to allow school district representatives to send and accept electronic signatures for the purpose of conducting official business to the extent permitted by law and to outline the extent to which the school district will send, accept, and rely on electronic signatures.

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

The school board delegates to the Superintendent and the Superintendent’s delegee the authority to determine the extent to which the School District will send, accept, and otherwise create, generate, communicate, store, process, use, and rely upon electronic signatures to and from other persons. For an electronic transaction to be valid, each party must agree to conduct the transaction electronically. If a law prohibits a transaction from occurring electronically, the transaction must occur in the manner specified by law.

### **III. DEFINITIONS**

- A. Authentication. Authentication means the process used to ascertain the identity of a person or the integrity of specific information. Authentication ensures that the user applying an electronic signature is in fact who they say they are and is authorized to sign.
- B. Electronic signature. Electronic signature means a digital or digitized signature made by electronic sound, symbol or process that is attached to or logically associated with a record and that is executed or adopted with the intent to sign the record.
- C. Transaction. Transaction means an action or set of actions occurring between two or more persons relating to the conduct of business, commercial, or governmental affairs.

### **IV. GENERAL STANDARDS**

- A. This policy shall only apply to transactions between the District and parties that have consented to conduct transactions by electronic means. Consent to conduct transactions by electronic means is determined from the context of the transaction and surrounding circumstances, including the parties’ conduct.

- B. An electronic signature is attributable to a person if it was the act of the person. The act of the person may be shown in any manner, including a showing of the efficacy of any authentication or other security procedure the District applies to determine the person to which the electronic signature was attributable. The effect of an electronic signature shall be determined from the context and surrounding circumstances at the time of its creation, execution, or adoption, including the parties' agreement to engage in an electronic transaction, if any.
- C. Electronic signatures shall be retained with their associated records according to the school district's regular records retention schedule.

## **V. AUTHORITY AND RESPONSIBILITIES**

- A. The Superintendent and the Superintendent's delegee is delegated authority to determine the extent to which the school district will accept and use electronic signatures to facilitate transactions involving official school district business.
- B. The Superintendent shall adopt and implement all system procedures necessary to accept and use electronic signatures to the extent determined by the Superintendent. The District's system procedures shall be developed in consultation with other appropriate District personnel and shall ensure that all legal requirements are met. Any potential operational risk associated with the use of an electronic signature must be offset by the anticipated benefit of receiving electronic signatures. Consistent with Minnesota law, these system procedures may specify:
  - 1. The manner and format in which the electronic records attached to the electronic signatures will be created, generated, sent, communicated, received, and stored and the systems established for those purposes;
  - 2. The type of electronic signature required, the manner and format in which the electronic signature must be affixed to the electronic record, and the identity of, or criteria that must be met by, any third party used by a person filing a document to facilitate a transaction;
  - 3. Control processes and procedures that will ensure adequate preservation, disposition, integrity, security, confidentiality, and auditability of electronic records; and
  - 4. Any other required attributes for electronic records which are specified for corresponding nonelectric records or reasonably necessary under the circumstances.
- C. Nothing in this policy is intended to authorize any individual to provide an electronic signature on behalf of the school board or school district, unless he or she has been granted such authority pursuant to a delegation of authority by the school board, a specific school board policy, or a law.

- D. The District may maintain official records in an electronic format provided that the relevant record retention schedule is updated to reflect electronic record management and the electronic records are trustworthy, complete, accessible, and

***Legal References:*** Minn. Stat. § 325L.01 *et. Seq.* (Uniform Electronic Transactions Act)  
Minn. Stat. § 123B.09, Subd. 1 (School Boards Powers)  
Minn. Stat. § 123B.02, Subd. 1 (School District Powers)  
Minn. Stat. § 15.17 (Official Records)  
SN4, LLC v. Anchor Bank, fsb, 848 N.W. 2d 559, 562 (Minn. App. 2014)

DATE: July 13, 2021  
TO: Mark Jenson, Superintendent and Board of Education  
FROM: Jason Kuehn, Director of Finance and Operations  
SUBJECT: **Adult Basic Education (ABE) Agreement**

Minnesota Literacy Council (MLC) agrees to provide access to MABE software and companion files that meet current Minnesota and National Reporting Systems (NRS) guidelines for July 1, 2021 to June 30, 2022.

The cost for this support is \$3,197.50, which is an increase of \$3.50 from last year.

Administration recommends approval of this agreement.

cc: Amy Fish  
Lori Nustad



Attachment A  
End User License Agreement for SID Database  
Version PY 21-22

PLEASE READ THIS LICENSE CAREFULLY BEFORE USING THIS SOFTWARE. BY USING THIS SOFTWARE, YOU AGREE TO BECOME BOUND BY THE TERMS OF THIS LICENSE. IF YOU DO NOT AGREE TO THE TERMS OF THE LICENSE, DO NOT USE THIS SOFTWARE.

The SID Database is licensed, not sold, to you, ABE Program, by the Literacy Minnesota and its successors for use only under the terms of this License. LITERACY MINNESOTA and its successors reserve any rights not expressly granted to you.

1. LICENSE.

- A. Subject to the terms and conditions of this agreement, LITERACY MINNESOTA grants ABE Program, and the programs within its consortium, a non-transferable, non-exclusive right and license to use the Software and Documentation, including all changes, modifications, improvements, corrections and updates thereto.
- B. ABE program may assign unlimited users within the specific ABE service area.
- C. LITERACY MINNESOTA retains and owns all rights, title and interest including, but not limited to, copyright, patent, and all other intellectual property rights in:
  - The Software and Documentation;
  - Any and all changes, modifications, improvements, corrections, updates and derivative works of the Software and Documentation by whomever made or created them.
- D. ABE Program is responsible for:
  - Supervising, managing and controlling ABE Program's use of the Software and Documentation;
  - Assuring proper machine configuration, audit controls, and operating methods;
  - Implementing sufficient procedures to satisfy the Minnesota Department of Education's ABE Program requirements for security and accuracy of input and output, as well as restarts and recovery in the event of a malfunction;
  - Purchasing software and maintaining adequate network capabilities that may be required to run the SID application;
  - Installing and purchasing adequate communication lines used in connection with the Software.
- E. ABE Program understands that technically advanced persons (including "hackers" who have malicious intentions, and "power users" who have productive intentions) may defeat whatever security measures are built in to protect the integrity of tables, queries, and other Application objects, and shall not hold LITERACY MINNESOTA responsible for fixing any security-breach related problems within the scope of this Agreement.

2. SOFTWARE UPDATES AND MODIFICATIONS. LITERACY MINNESOTA and the Developer are committed to increasing the functionality of SID as needed by the user community. Requests for updates and modifications (including reports) should be submitted to LITERACY MINNESOTA's SID Administrator. The Administrator and the Developer will then evaluate the requested change in terms of the importance of the change and its effect on overall Software functionality. Changes that pass this scrutiny may then be completed. LITERACY MINNESOTA does not guarantee that all requested changes will be implemented.

3. **RESTRICTIONS.** Any custom enhancements to the Protected Products requested by and/or paid for by ABE Program become part of the Protected Product and therefore owned by LITERACY MINNESOTA, who has exclusive ownership rights to the Program Code, and retains the right to reuse and/or resell the Program Code, including selling part or all of the Program Code to third parties. ABE Program may not sell, rent, lease, sublicense, assign, or transfer the license the Program Code enhancements, in whole or in part.

In addition, if ABE Program makes any custom enhancements then LITERACY MINNESOTA has no further responsibility to support or maintain the SID Database for this ABE Program.

4. **TERMINATION.** This License is effective until terminated. This License will terminate immediately without notice from LITERACY MINNESOTA, its successors, or judicial resolution if you fail to comply with any provision of this License. Upon such termination your user ID and access will be terminated.

See the "Cancellation" heading on the Service Agreement for voluntary termination options.

Sections 6, 7 and 8 of this agreement will survive any termination.

5. **PASSWORDS.** To gain access to and use the Software, you may be required to create a log-in ID and password. You are responsible for activity that occurs under your log-in ID. LITERACY MINNESOTA has no obligation or responsibility with regard to your use, distribution, disclosure, or management of log-in information.
6. **DISCLAIMER OF WARRANTIES.** EXCEPT FOR WARRANTIES EXPRESSLY PROVIDED FOR IN THIS AGREEMENT, LITERACY MINNESOTA AND ITS SUCCESSORS EXPRESSLY DISCLAIM ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OR MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE WITH REGARD TO THE SOFTWARE AND ACCOMPANYING WRITTEN MATERIALS. BECAUSE SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF IMPLIED WARRANTIES, THE ABOVE LIMITATION MAY NOT APPLY TO YOU.
7. **LIMITATION OF REMEDIES AND DAMAGES.** In no event will LITERACY MINNESOTA, its parent or subsidiaries, successors, or any of the licensors, directors, officers, employees, contractors or affiliates of any of the foregoing be liable to you for any consequential, incidental, indirect or special damages whatsoever (including, without limitation, damages for loss of program income, program interruption, loss of program information), whether foreseeable or unforeseeable, arising out of the use of or inability to use the Software, or any subsequent updates, upgrades or enhancements or accompanying written materials, regardless of the basis of the claim and even if LITERACY MINNESOTA, its successor, or LITERACY MINNESOTA's representative or successor has been advised of the possibility of such damage.
8. **GENERAL.** This License will be construed under the laws of the State of Minnesota, except for that body of law dealing with conflicts of law. If any provision of the License shall be held by a court of competent jurisdiction to be contrary to law, that provision will be enforced to the maximum extent permissible, and the remaining provisions of this License will remain in full force and effect. If the Software is supplied to the United States Government, the Software is classified as 'restricted computer software' as defined in clause 52.227.19 of the FAR. The United States Government's rights to the Software are as provided in clause 52.227.19 of the FAR



700 Raymond Avenue, Suite 180  
Saint Paul, Minnesota 55114  
651-645-2277  
[literacymn.org](http://literacymn.org)

Enclosed are two copies of the SID, MobyMax Moby School Suite, Edmentum, and Northstar Sponsor Support Service Agreement, one for your records and one to return to Literacy Minnesota. Also included is a copy of the End User License Agreement, for your records, and the invoice.

A reminder also that along with SID and MobyMax Moby School Suite and Edmentum, a Northstar Digital Literacy sponsorship is included with your consortia contract with Literacy Minnesota. One sponsor site will continue to be provided for each consortium. If consortia want additional Northstar sponsor sites for member programs (providing separate databases), they will pay for these directly to Northstar.

Customer support for SID will be provided by our team of consultants, which includes Mary Zimmerli, Garrett LePage and Jenny Schluebier. Your staff can make all requests for support by contacting the support team at this email address: [support@mnabe.org](mailto:support@mnabe.org)

Please sign both contracts, retain one for your records, and return the other copy to me in the addressed, stamped envelope provided.

Please contact me, or Eric Nesheim, [enesheim@literacymn.org](mailto:enesheim@literacymn.org), if you have any questions.

Thank you,

Vicki Otis  
Literacy Minnesota  
[votis@literacymn.org](mailto:votis@literacymn.org)  
651-251-9076

*Literacy changes everything.*



# Literacy Minnesota

700 Raymond Ave, Ste 180

St Paul, MN 55114

votis@literacymn.org

# Invoice

Date	Invoice #
7/1/2021	7864

### Bill To

Detroit Lakes - Lakes Area Adult Ed  
Attn: Amy Fish  
900 Hwy 34 East  
M-State, Rm E103  
Detroit Lakes, MN 56501

Phone #  
651-251-9076

P.O. No.

PREFERRED METHOD OF PAYMENT IS BY CHECK, CALL WITH INFORMATION IF PAYING BY CREDIT CARD

Quantity	Description	Rate	Amount
1	SID, MobyMax Moby School Suite & Edmentum online software support & 1 Northstar Digital Liteacy Sponsorship for each consortium - Fiscal Year 2021-2022	3,197.50	3,197.50
		<i>OK to pay RT 7-5-21 (Fed Tech \$)</i>	
<b>Total</b>			\$3,197.50



**LITERACY MINNESOTA  
ADULT BASIC EDUCATION TECHNOLOGY SERVICES**

THIS AGREEMENT by and between (consortium manager)

~~Detroit Lakes ABE~~

Lakes Area  
Adult Education

hereinafter referred to as "ABE Program," and the Literacy Minnesota is entered into this 20<sup>th</sup> day of June, 2021, for the period of July 1, 2021 to June 30, 2022.

LITERACY MINNESOTA agrees to:

1. Provide access to SID database and companion files that meet current Minnesota and National Reporting System (NRS) guidelines as of May 1, 2021.
2. Offer staff training as necessary, including the following:
  - On-site training for **new** ABE Programs (for as many staff as required);
  - Approximately 4 user meetings (2 hrs./each) at the Literacy Minnesota;
  - telephone technical support;
  - Unlimited e-mail support.
3. Host the application and data files, which includes the following:
  - Files are stored on a secure server with redundant power and connectivity;
  - Backups of the entire system are performed nightly with versions kept both on- and off-site;
  - Backups of input data are performed twice a day;
  - Data is protected with SSL data encryption.
4. Provide support for the software including the following:
  - Ongoing software bug fixes;
  - Updated software security patches;
  - Implementation of new standard reports – custom report requests will be implemented if feasible;
  - Addition of new NRS tables;
  - Assistance with creating and formatting required Minnesota Department of Education (MDE) ABE reports;
  - Annual migration of student and class data to new terms;
  - Annual creation of entry NRS levels based on state ABE policy.
5. MobyMax Moby School Suite and Edmentum Support and Administration Services
  - Offer access to MobyMax Moby School Suite and Edmentum on-line learning system (number of seats to be determined).
  - Training – new user training, in-service training
  - Admin – create new teacher accounts, maintain student database
  - Reporting – run usage reports for consortia and/or state staff on request
  - Phone/email support – available to answer questions from teachers ("How do I...?")
  - Tech support – assist teachers with technical difficulties, refer to and/or contact ST Tech Support as necessary to resolve problem
6. Provide each consortia one Northstar Sponsor site license, which includes:
  - A Northstar portal through which consortia clients can access the assessments.
  - The ability to administer Northstar assessments in a proctored environment, and to award certificates to those passing at 85% or higher.
  - A database that will include the test results of all those accessing the assessments through the consortia portal.
  - An admin portal which includes access to online proctor training and other resources.
  - Support and technical assistance.

ABE Program agrees to:

1. Pay an annual fee for the use of MobyMax Moby School Suite, Edmentum, Northstar, SID and related technical support/training within thirty (30) days of billing date. The fee will be based on enrollment data submitted to MDE from the previous program year.
2. Create user IDs and passwords for member ABE Programs.
3. Designate specific user access to reporting services through Visual Studios. Since these users will have access to all of ABE Program's members' data, this access must be closely controlled.
4. Limit the use of SID database to the purchasing ABE Consortium members only. The ABE Consortium member may have unlimited users within its ABE service area. Manuals and forms may be copied as necessary.
5. Ensure data integrity and security by performing the following activities:

- Create a system for ensuring passwords are secure and changed when staff changes occur;
- Notify LITERACY MINNESOTA staff if announced updates have not been implemented in ABE Program's system;
- Report software bugs in a timely manner and provide appropriate information for use in troubleshooting;

Additional Terms and Conditions

LITERACY MINNESOTA will retain all rights to the SID system, including software (and any modifications to the software), reports and manuals. No portion of the software or accompanying materials may be reproduced, distributed or sold without written permission from LITERACY MINNESOTA.

The software code will be available to users. However, if ABE Program modifies the code or restricts access by the software developer contracted by LITERACY MINNESOTA to the code, LITERACY MINNESOTA will not provide any of the support listed as a responsibility in Items 1, 4 and 5 under the "LITERACY MINNESOTA agrees to" heading (including implementing reports). In addition, if ABE Program wants to convert back to standard SID software code in the future, the entire cost of conversion will be the responsibility of that ABE Program. ABE Program agrees to notify LITERACY MINNESOTA if it decides to modify the code.

ABE Program assumes all responsibilities for data submitted to the State of Minnesota; LITERACY MINNESOTA and its assigns are not liable for any calculation errors, omissions or financial penalties that may result from the use of the software.

See Attachment A for the End-User License Agreement which is herein incorporated into this agreement.

The Consortium manager signing this agreement is responsible for distributing a copy of this agreement and the End-User License agreement to all ABE Programs within the consortium and ensuring that all comply with the terms and conditions under these agreements.

Hold Harmless:

ABE Program will indemnify and hold harmless LITERACY MINNESOTA, its officers and employees from all claims, actions or suits of any character brought on account of any claimed or alleged injuries or damages received by any person or property resulting from any act of commission or omission by ABE Program.

Neither ABE Program nor LITERACY MINNESOTA will bring a legal action against the other more than two years after the cause of action.

Amendment or Changes to Agreement

Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when reduced to writing and duly signed by both parties. This includes significant modifications to the attached software license.

Cancellation:

Either party may cancel with 30 days written notice. In the event of termination, all documents and software shall be destroyed by ABE Program. There shall be no further obligation of LITERACY MINNESOTA to ABE Program. A portion of the annual fee may be refunded at LITERACY MINNESOTA's discretion.

Entire Agreement:

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof, and supersedes all prior agreements, understandings, negotiations and discussions, both written and oral, between the Parties with respect to the transactions contemplated hereby.

Severability

The invalidity of any one or more of the words, phrases, sentences, clauses, sections or subsections combined in this Agreement shall not affect the enforceability of the remaining portions of this Agreement or any part hereof, and, in the event that any one or more of the words, phrases, sentences, clauses, sections or subsections combined in this Agreement shall be declared invalid, this Agreement shall be construed as if such invalid word or words, phrase or phrases, sentence or sentences, clause or clauses, section or sections, of subsection or subsections had not been inserted.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective the day and year mentioned above.

ABE Program

Literacy Minnesota  
700 Raymond Avenue Suite 180, St. Paul, MN 55114

Amy Fish - Program Manager  
Authorized Representative - printed name/title

[Signature]  
Authorized Representative - signature

afish@detlakes.k12.mn.us  
Email address

[Signature]

Eric Nesheim  
Executive Director

DATE: July 13, 2021

TO: Mark Jenson, Superintendent and Board of Education

FROM: Jason Kuehn, Director of Finance and Operations

SUBJECT: **Authorizing Signatures: M-STATE Lease Agreement/Joint Power Agreements**

The District has fee lease agreements and joint power agreements with M-State which currently are signed by the Board Clerk. To expedite the process of executing School Board approved fee leases and joint powers agreements, Administration is requesting Board Action authorizing the signatures of Mark Jenson, superintendent and/or Jason Kuehn, Director of Finance and Operations, on behalf of the District for the below named leases and joint powers agreements approved by Board action.

- ABE & M-State Income Lease Agreement
- ABE & M-State Joint Powers Agreement
- ALC & M-State Lease Agreement
- Catering and M-State Joint Powers Agreement

Administration recommends approval.

## **AGREEMENT TO EXTEND PROBATIONARY PERIOD**

This Agreement is entered into by and between Independent School District No. 22, Detroit Lakes (“District”) and Valerie Schultz (“Employee”).

WHEREAS, Minnesota Statutes section 122A.40, subdivision 5, states: “The first three consecutive years of a teacher’s first teaching experience in Minnesota in a single district are deemed to be probationary years of employment, and after completion thereof, the probationary period in each district in which the teacher is thereafter employed shall be one year;”

WHEREAS, Employee is a teacher who completed her first year of employment with the District in 2020-21; and

WHEREAS, Employee had previously completed a 3-year probationary period in another Minnesota School District; and

WHEREAS, Employee’s 2020-21 contract was non-renewed at the regular school board meeting held on April 19, 2021; and

WHEREAS, the District would like to offer a teaching contract to Employee for the 2021-22 school year; and

WHEREAS, unless otherwise specified, upon offer and acceptance of the contract, the Employee would attain non-probationary status under Minnesota Statutes section 122A.40; and

WHEREAS, District administrators believe they have not had an adequate opportunity to determine whether Employee consistently demonstrates the knowledge and skills expected of a non-probationary teacher in the District;

THEREFORE, The District would like to offer Employee a contract for the 2021-22 school year and extend her probationary period for one additional school year.

AND, Employee understands she is under no obligation to sign this Agreement;

WHEREAS, Employee has reviewed her rights under Minnesota Statutes section 122A.40, and has carefully considered her options; and

WHEREAS, Employee understands that her options include, but are not necessarily limited to, the following:

1. Employee can choose to sign this Agreement. If she signs this Agreement, Employee understands that she will be agreeing to extend her probationary period of employment for one year, and that she will be waiving certain rights under Minnesota Statutes section 122A.40. If Employee signs this Agreement, the School Board would then have the following options: (a) approve this Agreement and, thereby, hire the Employee offering her an annual contract for one year; (b) reject this Agreement and not approve a subsequent contract which would result in the prior board action of non-renewal remaining in force; or (c) take no action, in which prior board actions of non-renewal remain in force;

2. Employee can choose not to sign this Agreement. The School Board would then have the following options: (a) take no action, including no action to approve an annual contract, in which case prior board action of non-renewal will remain in force;

NOW, THEREFORE, IN CONSIDERATION OF the foregoing and the mutual promises contained in this Agreement, including the relinquishment of certain rights, Employee and the District now agree as follows:

1. **Waiver of Rights and Extension of Probationary Period.** Employee knowingly and voluntarily waives her right to the probationary period described in Minnesota Statutes section 122A.40. Employee agrees to extend the statutory probationary period for one additional year, which will run from July 1, 2021 through June 30, 2022. In addition, for the 2021-2022 school year, Employee waives all rights that are afforded to non-probationary teachers (sometimes referred to as “continuing contract teachers” or “tenured teachers”) under Minnesota law.

2. **Contract for 2021-2022 School Year.** The District will offer Employee an annual contract for the 2021-2022 school year. During the 2021-2022 school year, Employee’s employment rights will be the same, and no greater than, the employment rights of a probationary teacher under Minnesota Statutes section 122A.40.

3. **Right to Non-Renew or Discharge.** This Agreement does not constitute a guarantee of employment. The School Board may or may not renew Employee’s 2021-2022 contract as it sees fit, provided it gives notice of non-renewal before July 1, 2022. In addition, at any time during the 2021-2022 school year (provided the extension of the probationary period is agreed upon by all parties), the District may terminate Employee’s annual contract by discharging her as provided by law.

4. **No Undue Influence.** Employee affirms that neither the District nor any of its officers, employees, agents or representatives has in any way pressured, coerced, or unduly influenced Employee to sign this Agreement. Employee further affirms that she is voluntarily signing this Agreement because of the benefits it provides to her.

5. **Knowledge of Rights.** Employee has had the opportunity to consult with a Union representative and with legal counsel regarding this Agreement, the collective bargaining agreement, and his rights under Minnesota Statutes section 122A.40. Employee affirms that she has a full and complete understanding of her rights, options, and the terms of this Agreement.

6. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties relating to the extension of Employee's probationary period of employment. The terms of this Agreement are contractual and legally binding. This Agreement supersedes any and all prior agreements between the parties relating to the extension of Employee's probationary period of employment. No party has relied upon any statements, representations, or promises that are not set forth in this Agreement. No changes to this Agreement will be valid or enforceable unless they are in writing and signed by all parties.

IN WITNESS WHEREOF, the parties have knowingly and voluntarily entered into this Agreement on the dates shown by their signatures. This Agreement will not take effect unless and until it is approved by the District's School Board and is fully executed.

**EMPLOYEE**

\_\_\_\_\_  
Valerie Schultz

\_\_\_\_\_  
Date

**INDEPENDENT SCHOOL DISTRICT 22,  
DETROIT LAKES**

By \_\_\_\_\_  
School Board Chair

\_\_\_\_\_  
Date

By \_\_\_\_\_  
School Board Clerk

\_\_\_\_\_  
Date

# Detroit Lakes High School

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Building Update July 19, 2021

*CARING. COLLABORATION. CREATIVITY*



# Building Culture

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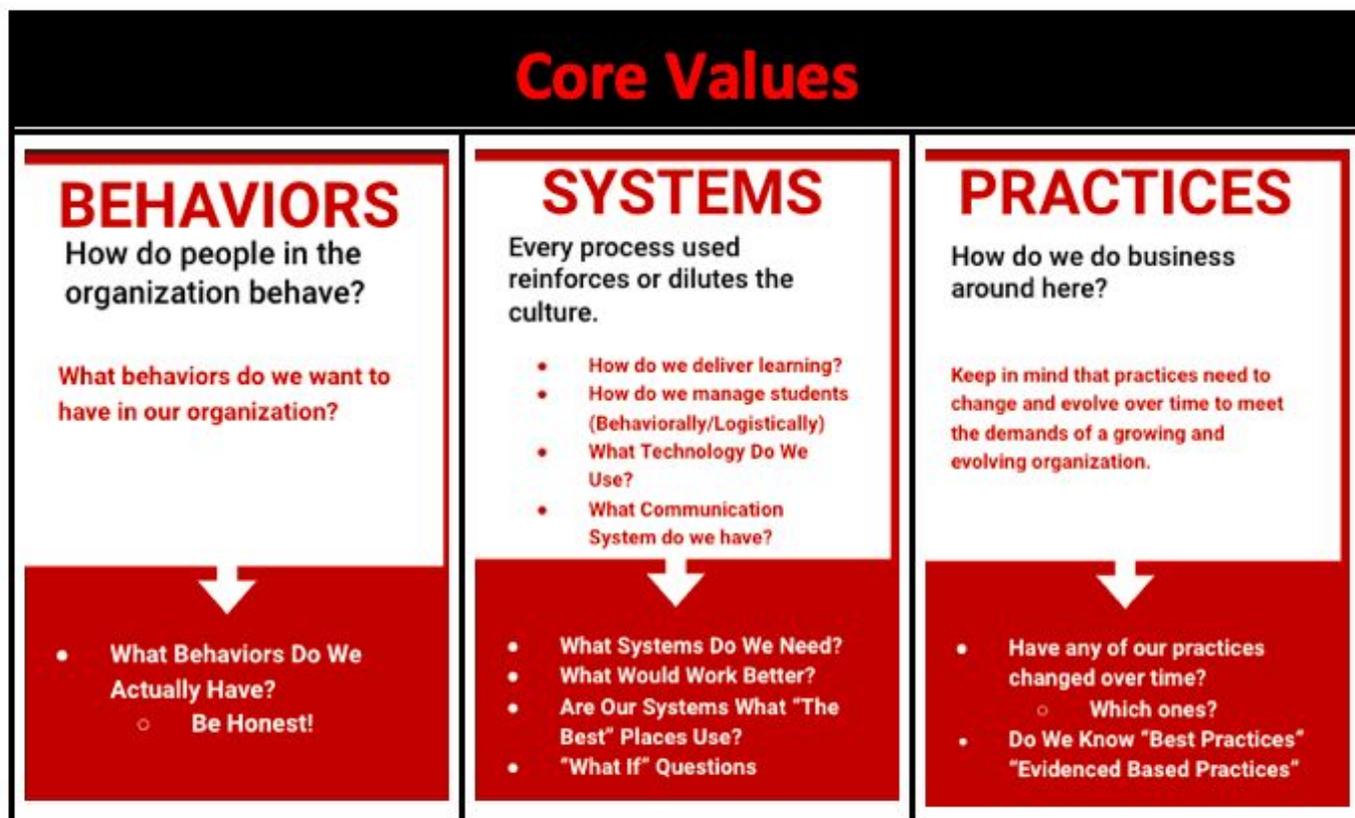
# What are we doing (will we do) to improve building culture at DLHS?

- Developing a Core Values Statement
- Updating our Behaviors, Systems, Practices
- Standards of Performance
  - ◆ What you can expect from ME
  - ◆ What I expect from YOU
- Decision Making
  - ◆ 5 levels of decision making
  - ◆ Gradients of Agreement
- Collaboration
  - ◆ 6 Thinking Hats
  - ◆ Steven Covey's Time Management Matrix
- Omang's 9 Month Plan

# What is culture?

## The 4 parts of an effective culture.

From: HBR



# Core Values

\*Started June 2nd



## 21st Century Skills?

- **Mastery of Rigorous Academic Content**
- **Development of Critical Thinking and Problem Solving Skills**
- **The Ability to Work Collaboratively**
- **Effective Oral and Written Communication**
- **Learning How To Learn**
- **Develop and Maintain an Academic Mindset**

# PLAYBOOK

**FOR REDESIGNING  
SCHOOLS for the  
21<sup>st</sup> Century**

	Urgent	Not Urgent
Important	<p>I</p> <p><b>Fire Fighting</b></p> <p>Crises Pressing problems Deadline-driven projects</p>	<p>II</p> <p><b>Quality Time</b></p> <p>Prevention, capability improvement Relationship building Recognizing new opportunities Planning, recreation</p>
Not Important	<p>III</p> <p><b>Distraction</b></p> <p>Interruptions, some callers Some mail, some reports Some meetings Proximate, pressing matters Popular activities</p>	<p>IV</p> <p><b>Time Wasting</b></p> <p>Trivia, busy work Some mail Some phone calls Time wasters Pleasant activities</p>

# Yearly Plan for Creating A High Performing Culture at DLHS

<i>Month</i>	<i>Theme</i>	<i>Priority</i>
August	Examine DLHS core values	Getting off to a positive start
September	Building meaningful relationships	Creating relationships with students, parents, and each other
October	What behaviors do we have as a building?	Implementation of PBIS and sustaining a high performing culture
November	What systems do we use? What systems should we be using?	Examining all of our systems
December	What practices do we use? What practices should we be using?	Examining our professional practices
January	Opinions vs. Data	Collection and use of data to inform our professional practice

# Yearly Plan for Creating A High Performing Culture at DLHS

<i>Month</i>	<i>Theme</i>	<i>Priority</i>
February	<i>“The 2% company” How can we use the elements of the 2% company to enhance our organization?</i>	<i>What makes organizations more effective, innovative, or collaborative than others?</i>
March	<i>Why innovation fails. Launch DLHS innovates initiative.</i>	<i>Innovative practices at the high school level</i>
April	<i>Creating a teaching and learning framework for our building.</i>	<i>Delivering advanced learning in a systematic way</i>
May	<i>Launch DLHS Start, Stop, Continue continuous feedback model.</i>	<i>Implementing and sustaining a continuous improvement model</i>
June/July	<i>Principal self reflection and data analysis.</i>	<i>Self reflection and improvement</i>

# Other Items We Have Been Working On Updating This Summer:

1. Student Handbook
2. Staff Handbook
3. Emergency Procedures
4. Attendance Plan
5. Parent Teacher Conferences Plan 2021-2022
6. PBIS Implementation
7. Back to School Agenda
  - a. Workshop
  - b. Open House
8. PLC's
9. Communication with parents (Newsletter, Important Info.)
10. Many, Many, More (3 Whiteboards Worth!)

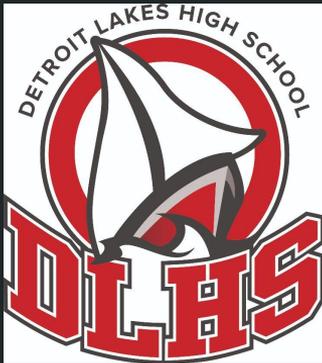


All in an effort to create a culture of:

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*Caring. Collaboration. Creativity.*

# Vision for DLHS



## **Within 5 years...**

- Create a building culture of *Caring, Collaboration, and Creativity*.
- Review and update all building level systems to reflect best practices and a collaborative approach to leadership.
- Have an established, research-based, effective grading policy that instructors understand, feel good about, and can articulate.
- Implement "DLHS Innovates" to empower and incentivize staff to solve problems with innovative solutions.
- Implement PBIS to a level of 100% SET Score.
- Host an outreach event specifically focused on high schools our size interested in implementing the academy model.
- Develop community partnerships that are meaningful and long lasting.

## **Within 10 years...**

- Continue a truly "continuous improvement" model by finding new ways of doing things and evaluating our total high school program on a continuous basis.
- Establish Detroit Lakes High School as a model for Innovation, Collaboration, and Culture.
- Continue a culture of *Caring, Collaboration, and Creativity*.
- Develop a long-term reputation of Detroit Lakes High School as one of the top high schools in the State of Minnesota.
- Foster long lasting community partnerships that expose students to high skill, high wage, and high demand careers.

# DLHS ESSR Proposal

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Implement the Program: BARR (Building Assets Reducing Risks)



# BARR™

Same Students. Same Teachers.

**Better Results.**

## BARR IS BASED ON TWO PILLARS

### RELATIONSHIPS & DATA



BARR is a proven model that improves the education system predicated on two pillars – relationships and data. It is designed to create strong schools and communities by empowering students, teachers, and families with data, so that schools can re-align existing resources to nurture a unified and personalized culture of support and success for every student, both inside and outside of the classroom.

## Building Intentional Relationships

In order to create the most thriving learning environment, BARR believes it is essential for educators to focus on strengthening three types of foundational relationships: staff-to-staff, staff-to-student, and student-to-student, as well as family engagement.



STAFF TO STAFF



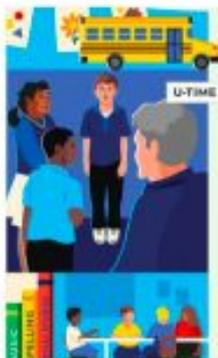
STAFF TO STUDENT



STUDENT TO STUDENT

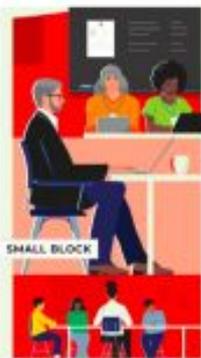
FAMILY INVOLVEMENT

# A Week in BARR ...



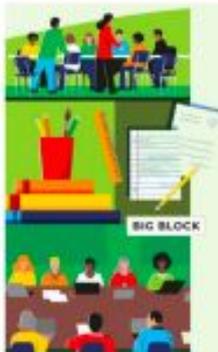
## 1. U-Times

Relationships & social emotional learning require intentionality. To foster teacher-to-student & student-to-student relationships, BARR teachers facilitate a weekly SEL lesson (U-Times - Elementary & I-Times - Secondary) focused on helping students communicate, learn & practice essential life skills.



## 2. Small Block Meetings

In the BARR model, schools create Small Block teams & Big Block teams. Small Block teams (often horizontal, single grade-level teams of classroom teachers) meet weekly to discuss their students' academic & behavioral concerns & achievements. These Small Block teams allow teachers to collaborate on students, share ideas & resources, & communicate across a grade level.



## 3. Big Block Meetings

Big Block teams are vertical, multi-grade level teams that meet weekly, as well. Specialists, counselors, social workers, & other support staff take part in these structured meetings. The Big Block teams allow for collaboration on students from various teacher & staff perspectives & experiences (past & current).

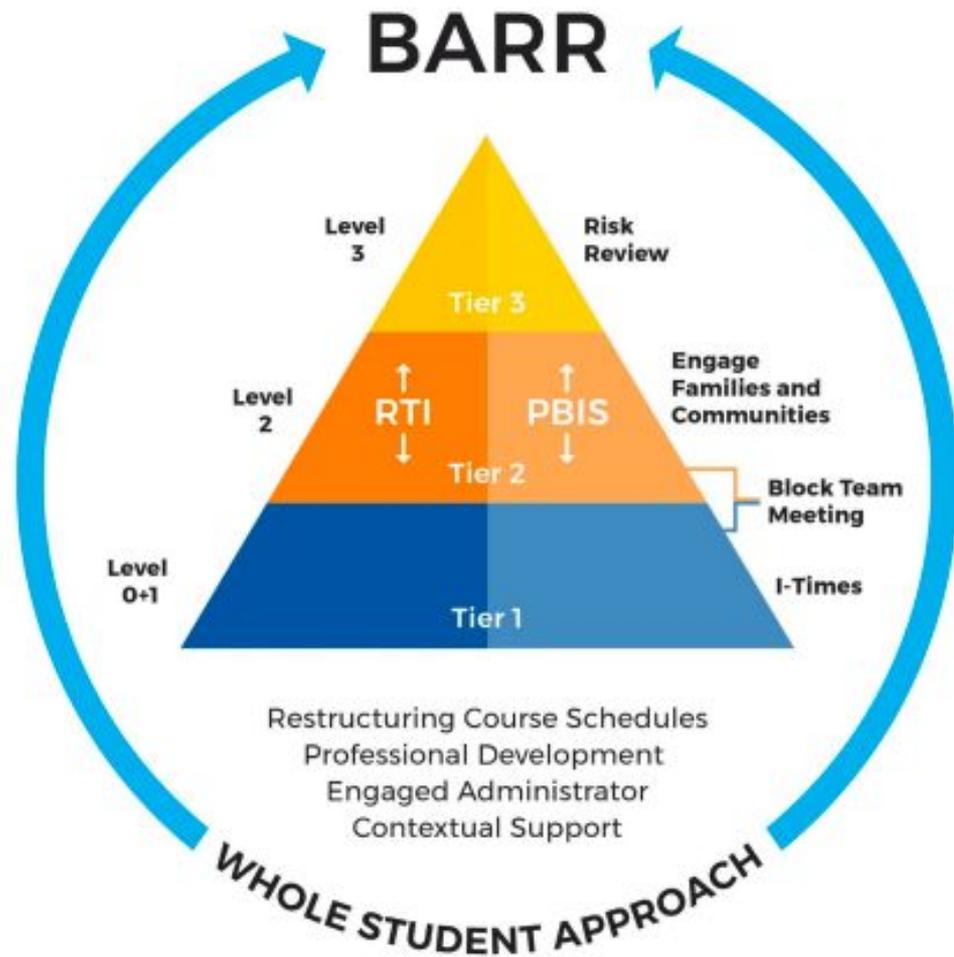


## 4. Conduct Risk Review Meetings

Cohort teacher teams identify students that are in need of more intensive support & move them into a structured Risk Review process that engages the community to determine the most effective response.

# Multi-Tiered System of Support

For schools that are implementing RTI, PBIS, or other multi-tiered systems, BARR provides an effective framework for continuing this work and integrating these approaches in one system addressing academic, behavioral and social-emotional education.



# BARR IMPLEMENTATION TIMELINE

Schools implementing the BARR model receive **yearly in-person training, continuous coaching** throughout the school year, **professional development** opportunities, and access to BARR's **U/I-Time curriculum**.

## YEAR ONE

- Readiness Assessment
- Specialty Training:
  - Implementation Training (2 days)
- Materials Included:
  - 3 Implementation Guides
  - 20 Classroom Curricula
  - Video training series for staff:
    - Block Meeting
    - Risk Review
    - U/I-time Activities
  - Available on Hazelden OnDemand for all staff
- BARR Coordinators' Professional Learning Communities
- 4 on-site coaching visits
- Remote coaching for program enhancements, including phone and video conferencing
- Annual School Report

## YEAR TWO

- Specialty Training:
  - Effective Team Meetings (1 day)
  - Trauma Training (1 day)
- Materials available on Hazelden OnDemand for all staff
- BARR Coordinators' Professional Learning Communities
- 3 on-site coaching visits
- Remote coaching for program enhancements, including phone and video conferencing
- Annual School Report

## YEAR THREE

- Specialty Training:
  - Reducing Substance Abuse(1 day)
  - Equity Training (1 day)
- Materials available on Hazelden OnDemand for all staff
- BARR Coordinators' Professional Learning Communities
- 3 on-site coaching visits
- Remote coaching for program enhancements, including phone and video conferencing
- Annual School Report

# COST?



## **Same Students. Same Teachers. Better Results.**

Schools that implement the BARR model realize significant savings from our proven outcomes. The average school that implements the BARR Model can achieve savings in excess of \$60,000 in just their first year of implementation based upon a 35% reduction in course failure rate in one grade.

The cost savings derived from reducing course failures is the beginning of cost savings for schools after implementing BARR. Schools experience additional savings by:

1. Reducing the size and scope of expensive summer school and credit recovery programs.
2. Increasing student attendance, leading to state and federal dollars allocated to schools based on average daily attendance.
3. Reducing the number of remedial coursework offerings which often have smaller and more expensive class sizes.
4. Decreasing the number of students who drop out of traditional high school and attend more expensive alternative schools.
5. Recapturing valuable administrative time, as discipline incidents decrease.
6. Increasing employee retention, leading to cost savings and a more cohesive staff.
7. Creating time savings for teachers, by students remaining on track academically versus needing strategies for remediation.

- **\$293,000 over 3 years**
  - **3 years of training from BARR**
  - **BARR Coordinator**
- **\$97,666/year**
- **\$114/Student**



# BARR

Same Students.  
Same Teachers.  
**Better Results.**

[www.BARRCenter.org](http://www.BARRCenter.org)

## Questions?



/BARR Center

Student Photos by Allison Shelley for American Education: Images of Teachers and Students in Action

**RESOLUTION FOR THE ANNUAL DESIGNATION OF IDENTIFIED OFFICIAL WITH AUTHORITY FOR THE MDE EXTERNAL USER ACCESS RECERTIFICATION SYSTEM FOR DETROIT LAKES PUBLIC SCHOOL DIST. 0022-01**

The Administration proposes Mark Jenson; Superintendent of Schools be designated as Detroit Lakes Public Schools Individual with Authority (IOwA) for the Minnesota Department of Education.

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

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority (IOwA) to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user’s access to MDE secure systems for their local education agency (LEA). The Board recommends to authorize **Mark Jenson** to act as the Identified Official with Authority (IOwA) for Detroit Lakes Public Schools, Dist. 0022-01.

Therefore, the Administration recommends the following resolution.

BE IT RESOLVED, that the School Board of Detroit Lakes Public Schools, Dist. 0022-01 designate Mark Jenson, Superintendent of Schools as Detroit Lakes Public Schools Identified Official Individual with Authority for the 2021-2022 academic year.

IOwA: Mark Jenson, Superintendent of Schools  
EDIAM User Id:  
Email: [markjenson@detlakes.k12.mn.us](mailto:markjenson@detlakes.k12.mn.us)  
Detroit Lakes Public Schools – Dist. 0022-01

MOTION:

SECOND:

IN FAVOR:

AGAINST:

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Signature of Board of Education Chair

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Date

DATE: July 12, 2021

TO: Mark Jenson, Superintendent and Board of Education

FROM: Jason Kuehn, Director of Finance and Operations

SUBJECT: **Construction Change Orders –High School & Roosevelt Elementary**

Attached and summarized below are the Change Orders for the July 2021 School Board meeting, listed by project location and by contractor.

**High School:**

Change Order #004: CE #081 upgrade to Power Grout in the kitchen Provide power grout in the kitchen area McArthur Tile Co., Inc.	\$1,100.00
Change Order #006: CE #072 Millwork Revisions revise panels at the admin desk-supply all materials and brackets Northwest Cabinets, Inc.	\$998.54
Change Order #016: CE #068 School Store and Wood Veneer Clarifications of wall details and wood veneer panel soffit details in from of the School Store (339) Miller & Sons Drywall, Inc.	\$2,950.00
Change Order #022: CE #071 Area C Ductwork & Soffit Modifications 6A-provide the access panels as noted 23-provide revisions to the ductwork as shown Ledgestone, Inc	\$2,192.00
Change Order #023: CE #072 Millwork Rivisons revise panels at the admin desk-install Ledgestone, Inc.	<u>(\$432.00)</u>
<b>Total High School Change Orders</b>	<b>\$6,808.54</b>

**Roosevelt Elementary:**

Change Order #001: CE #070 Additional retaining wall systems and landscaping Provide additional retaining wall systems and landscaping at the east and west elevation of the south addition to properly grade the site S & S Landscaping Co. Inc.	\$3,153.00
Change Order #002: CE #071 Cap cut block ends Cap block ends where saw cut Fargo Glass & Paint	\$2,650.00

Change Order #004: CE #070 Additional retaining wall systems and landscaping  
Provide additional retaining wall systems and landscaping at the east and west  
elevation of the south addition to properly grade the site  
Earthwork Services, Inc \$4,298.00

Change Order #006: CE #070 Additional retaining wall systems and landscaping  
Provide additional retaining wall systems and landscaping at the east and west  
elevation of the south addition to properly grade the site  
Classic Concrete Contractors, LLP \$15,686.00

Change Order #007: CE #069 Additional retaining wall (MN code review)  
1. Provide additional materials for the change in ramp wall versus the retaining wall  
systems  
2. Replacement materials that were needed due to existing block and cap were  
deteriorated  
Classic Concrete Contractors, LLP \$20,853.00

**Total High School Change Orders** \$46,640.00

**TOTAL CHANGE ORDERS** **\$53,448.54**

Recommend approval of the above listed Change Orders.

**DETROIT LAKES PUBLIC SCHOOLS**  
**Construction Project Summary**  
**5/31/2021**

**Districtwide Project Total**

Original Project Total	\$58,570,727.00	
Alternates	1,972,637.68	
Original Project Reallocation	135,028.27	
Change Orders	2,384,074.29	
Contingency Usage	(1,235,982.29)	
Amended Project Total	61,826,484.95	
Project Complete	47,932,855.51	77.53%
Contingency Total	1,095,160.02	
Contingency Used	(1,235,982.29)	112.86%
Original Project Reallocation	135,028.27	
Remaining Contingency	(5,794.00)	-0.53%

**Roosevelt Elementary**

Original Project Total	\$ 11,741,149.46	
Alternates	158,472.60	
Original Project Reallocation	86,921.41	
Change Orders	368,243.41	
Contingency Usage	(302,633.41)	
Amended Project Total	\$ 12,052,153.47	
Project Complete	11,187,798.02	
Percentage Complete	92.83%	

Contingency Total	215,712.00	
Contingency Used	(302,633.41)	
Remaining Contingency	\$ (86,921.41)	
Percentage Remaining	-40.30%	

**Middle School**

Original Project Total	\$ 6,259,113.32	
Alternates	1,512,233.33	
Original Project Reallocation	0.00	
Change Orders	140,412.71	
Contingency Usage	(140,412.71)	
Amended Project Total	\$ 7,771,346.65	
Project Complete	7,257,762.46	
Percentage Complete	93.39%	

Contingency Total	\$ 140,989.02	
Contingency Used	(140,412.71)	
Remaining Contingency	\$ 576.31	
Percentage Remaining	0.41%	

**Rossman Elementary**

Original Project Total	\$ 9,314,803.79	
Alternates	301,931.75	
Original Project Reallocation	48,106.86	
Change Orders	221,386.86	
Contingency Usage	(221,386.86)	
Amended Project Total	\$ 9,664,842.40	
Project Complete	9,365,835.89	
Percentage Complete	96.91%	

Contingency Total	173,280.00	
Contingency Used	(221,386.86)	
Remaining Contingency	\$ (48,106.86)	
Percentage Remaining	-27.76%	

**High School**

Original Project Total	\$ 31,255,660.43	
Alternates	0.00	
Original Project Reallocation	0.00	
Change Orders	1,654,031.31	
Contingency Usage	(571,549.31)	
Amended Project Total	\$ 32,338,142.43	
Project Complete	20,121,459.14	
Percentage Complete	62.22%	

Contingency Total	\$ 565,179.00	
Contingency Used	(571,549.31)	
Remaining Contingency	\$ (6,370.31)	
Percentage Remaining	-1.13%	



CCO #004

Zerr Berg Architects/Gehrtz Construction Services
510 4th Ave. N
Fargo, North Dakota 58102
Phone: (701) 280-0187
Fax: (701) 280-9021

Project: 18-065 - Detroit Lakes High School Additions & Renovations
1301 Roosevelt Avenue,
Detroit Lakes, Minnesota 56501

Subcontract Change Order #004: CE #081 - upgrade to Power Grout in the Kitchen

Table with contract details: CONTRACT COMPANY (McArthur Tile Co., Inc.), CONTRACT FOR (SC-18-065-018:9C Tilework), DATE CREATED (5/28/2021), CREATED BY (Dan Kleist), CONTRACT STATUS (Approved), CHANGE REASON (Owner Requested), ACCOUNTING METHOD (Amount Based), TOTAL AMOUNT (\$1,100.00)

DESCRIPTION:
CE #081 - upgrade to Power Grout in the Kitchen
Provide power grout in the kitchen area.

ATTACHMENTS:
Power Grout.pdf

CHANGE ORDER LINE ITEMS:

Table showing financial summary: The original (Contract Sum) \$ 311,100.00, Net change by previously authorized Change Orders \$ 85,640.00, The contract sum prior to this Change Order was \$ 396,740.00, The contract sum will be increased by this Change Order in the amount of \$ 1,100.00, The new contract sum including this Change Order will be \$ 397,840.00

McArthur Tile Co., Inc.
Fargo, North Dakota

DocuSigned by:
Karl Vangerud

Gehrtz Construction Services
Fargo, North Dakota

DocuSigned by:
Dan Kleist

Detroit Lakes Public Schools
Detroit Lakes, Minnesota

DocuSigned by:
[Signature]

Zerr Berg Architects
Fargo, North Dakota

DocuSigned by:
[Signature]

**Dan Kleist**

---

**From:** karl vangerud <karl.vangerud@yahoo.com>  
**Sent:** Tuesday, May 25, 2021 2:43 PM  
**To:** Dan Kleist; McArthur Tile  
**Subject:** Re: Grout

Dan,  
Here is the pricing you requested for the DLHS Kitchen Floor Tile grouting options

Epoxy grout            ~~\$10,400.~~  
-TEC or Mapei  
-requires 3 weeks to receive

TEC Power Grout       \$ 1,100.    ← *Approved*  
-requires 2-3 weeks to order.

Karl  
McArthur Tile

On Thursday, May 20, 2021, 06:18:37 PM CDT, Dan Kleist <dkleist@gcs-fm.com> wrote:

Price out an option for power grout and one for epoxy grout in the kitchen

Thanks,

Dan Kleist  
Principal Construction Manager

**Building the Future Together**

Construction Management / Cost Estimating / Design Build

Office. 701.297.0704

Direct. 701.478.4733

Fax. 701.280.9021

Mobile. 701.238.6750

[dkleist@gcs-fm.com](mailto:dkleist@gcs-fm.com)

510 4<sup>th</sup> Avenue N, Fargo, ND 58102

[www.gehrtzconstructionservices.com](http://www.gehrtzconstructionservices.com)



**CCO #006**

Zerr Berg Architects/Gehrtz Construction Services  
 510 4th Ave. N  
 Fargo, North Dakota 58102  
 Phone: (701) 280-0187  
 Fax: (701) 280-9021

**Project:** 18-065 - Detroit Lakes High School Additions & Renovations  
 1301 Roosevelt Avenue,  
 Detroit Lakes, Minnesota 56501

**Subcontract Change Order #006: CE #072 - Millwork Revisions**

<b>CONTRACT COMPANY:</b>	Northwest Cabinets, Inc. 9457 Wildasin Dr NW Bemidji, Minnesota 56601	<b>CONTRACT FOR:</b>	SC-18-065-008:6B Millwork - Materials
<b>DATE CREATED:</b>	5/28/2021	<b>CREATED BY:</b>	Dan Kleist (Gehrtz Construction Services)
<b>CONTRACT STATUS:</b>	Approved	<b>CHANGE REASON:</b>	Owner Requested
<b>ACCOUNTING METHOD:</b>	Amount Based	<b>TOTAL AMOUNT:</b>	\$998.54

**DESCRIPTION:**

CE #072 - Millwork Revisions  
 Please note the changes attach.

revise panels at the admin reception desk.  
 6B Millwork to supply all materials and brackets for the counter tops and bench. 6A to install.

If there is no change to the base bid please let me know.

Notes from ZBA

1. At the Main Office, the 16"x144" 3-form panel has been omitted. One 34"x42" panel has been added. (We are back to the original quantity of panels bid, so mounting hardware should be covered. If these are cut out of 4'x8' sheets, we should get a credit for (3) sheets of 3-form due to the reduced height.
2. Reducing to (3) workstations at the main office eliminated (2) file cabinets. We added one base cabinet at the island and omitted the drawers at (4) base cabinets beneath the signage (see int elev 6/A5.02).
3. Life Skills has quite a bit less casework at the kitchenette than originally bid.....three less 4-drawer base cabs and three less typical base cabs and three less uppers.

Please let me know if you have any other questions

**ATTACHMENTS:**

[shop drawing changes area b.pdf](#) [PR-45 DLHS Millwork Items.pdf](#)

**CHANGE ORDER LINE ITEMS:**

The original (Contract Sum)	\$ 540,555.00
Net change by previously authorized Change Orders	\$ 49,669.02
The contract sum prior to this Change Order was	\$ 590,224.02
The contract sum will be increased by this Change Order in the amount of	\$ 998.54
The new contract sum including this Change Order will be	\$ 591,222.56
The contract time will not be changed by this Change Order by	



**CCO #006**

**Northwest Cabinets, Inc.**  
Bemidji , Minnesota

DocuSigned by:

*Angela Tortkelson*

00E01518A03E4C3

**Gehrtz Construction Services**  
Fargo, North Dakota

DocuSigned by:

*Dan Kleist*

8F0E8070A6C74CC

**Detroit Lakes Public Schools**  
Detroit Lakes, Minnesota

DocuSigned by:

*[Signature]*

0EE40DD3EEB446E

**Zerr Berg Architects**  
Fargo, North Dakota

DocuSigned by:

*[Signature]*

32113E3583E346A

# NORTHWEST CABINETS, INC.

Work# 2207

**Job Name:** Detroit Lakes High School  
**Proposal for** shop drawing changes in area B

**Date:** 5/14/2021

**\$998.54**

Description	MaterialQ uantity	Material Unit	Material rate	Material Total	Labor Hours	Labor Rate	Labor Total	Grand Total
309 passage, add plastic label holders, and shipping,	1.00	ea	57.34	57.34				57.34
labor to install	1.00	ea	398.75	398.75				398.75
interior windows, added	1.00	ea	400.00	400.00				400.00
Subtotal				856.09				856.09
Overhead								68.49
Profit								73.97
Insurance								
Bond								
State Tax								
County Tax								
City Tax								
Total								998.54



CCO #016

Zerr Berg Architects/Gehrtz Construction Services
510 4th Ave. N
Fargo, North Dakota 58102
Phone: (701) 280-0187
Fax: (701) 280-9021

Project: 18-065 - Detroit Lakes High School Additions & Renovations
1301 Roosevelt Avenue,
Detroit Lakes, Minnesota 56501

Subcontract Change Order #016: CE #068 - School Store and Wood Veneer

Table with contract details: CONTRACT COMPANY (Miller & Sons Drywall, Inc.), CONTRACT FOR (SC-18-065-017:9B Drywall), DATE CREATED (5/28/2021), CREATED BY (Dan Kleist), CONTRACT STATUS (Approved), CHANGE REASON (Construction Change), ACCOUNTING METHOD (Amount Based), TOTAL AMOUNT (\$2,950.00)

DESCRIPTION:
CE #068 - School Store and Wood Veneer
Clarifications of wall details and wood veneer panel soffit details in front of the School Store (339).

Please submit your proposal by 2/15.

ATTACHMENTS:
school store.pdf PR-41\_DLHS\_School Store and Wood Veneer ARCH.pdf

CHANGE ORDER LINE ITEMS:

Table showing financial summary: The original (Contract Sum) \$ 1,118,400.00, Net change by previously authorized Change Orders \$ 86,710.00, The contract sum prior to this Change Order was \$ 1,205,110.00, The contract sum will be increased by this Change Order in the amount of \$ 2,950.00, The new contract sum including this Change Order will be \$ 1,208,060.00

Miller & Sons Drywall, Inc.
West Fargo, North Dakota

Gehrtz Construction Services
Fargo, North Dakota

DocuSigned by:
Travis Miller
71679AEG721E4F9...

DocuSigned by:
Dan Kleist
8E9E887CA59746C...

Detroit Lakes Public Schools
Detroit Lakes, Minnesota

Zerr Berg Architects
Fargo, North Dakota

DocuSigned by:
[Signature]
9E540DC2EE8446F...

DocuSigned by:
[Signature]
32113E3588E93404...

## Dan Kleist

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**From:** msdrywall@midconetwork.com  
**Sent:** Tuesday, March 2, 2021 10:19 AM  
**To:** Dan Kleist  
**Cc:** msdrywall@midconetwork.com  
**Subject:** PR41 Revision

Dan,  
You are correct. I had that wall at the glass front of the school store in PR 3.  
Revise the price of PR 41 to \$2950.

Thanks,

  
**Miller & Sons**  
DRYWALL INC.  

---

*Travis Miller*  
2007 E Main Ave.  
West Fargo, ND 58078  
Phone: 701-282-4365  
Fax: 701-282-8427



CCO #022

Zerr Berg Architects/Gehrtz Construction Services
510 4th Ave. N
Fargo, North Dakota 58102
Phone: (701) 280-0187
Fax: (701) 280-9021

Project: 18-065 - Detroit Lakes High School Additions & Renovations
1301 Roosevelt Avenue,
Detroit Lakes, Minnesota 56501

Subcontract Change Order #022: CE #071 - Area C Ductwork & Soffit Modifications

Table with contract details: CONTRACT COMPANY (Ledgestone, Inc.), CONTRACT FOR (SC-18-065-007:5B Structural Steel - Erection / 6A General Work & Labor), DATE CREATED (5/28/2021), CREATED BY (Dan Kleist), CONTRACT STATUS (Approved), CHANGE REASON (Construction Change), ACCOUNTING METHOD (Amount Based), TOTAL AMOUNT (\$2,192.00)

DESCRIPTION:
CE #071 - Area C Ductwork & Soffit Modifications
6A - to provide the access panels as noted.

23 - provide revisions to the ductwork as shown

ATTACHMENTS:
CMR#24 PR-40AccessDoors.pdf PR-40 Area C Duct & Soffit Revisions.pdf

CHANGE ORDER LINE ITEMS:

Table with financial summary: The original (Contract Sum) \$ 1,530,135.00, Net change by previously authorized Change Orders \$ 65,613.80, The contract sum prior to this Change Order was \$ 1,595,748.80, The contract sum will be increased by this Change Order in the amount of \$ 2,192.00, The new contract sum including this Change Order will be \$ 1,597,940.80

Ledgestone, Inc.
Detroit Lakes, Minnesota

DocuSigned by:
JOSH LESSMAN
EC5D336238F04CE...

Gehrtz Construction Services
Fargo, North Dakota

DocuSigned by:
Dan Kleist
6E9E8878A50746C...

Detroit Lakes Public Schools
Detroit Lakes, Minnesota

DocuSigned by:
[Signature]
9EE40DD35EB446E...

Zerr Berg Architects
Fargo, North Dakota

DocuSigned by:
[Signature]
32419E3683E9404...

Ledgestone Inc.  
 22930 CO Hwy 6  
 Detroit Lakes MN 56501

www.ledgestoneinc.com  
 218-849-6140  
 218-847-5013



LEDGESTONE INC.

# Change Order Request

**COR Number:** 24  
**Date:** 3/2/2021

**Project Number:** 2003  
**Contract Date:** 1/21/2020

To:	Project:
Gehrtz Construction Services, Inc. 510 4th Avenue North Fargo ND 58102	DL High School Renovation 1301 Roosevelt Avenue Detroit Lakes MN 56501

**Description of Change:**

Provide Acudor UF-5500 non rated access door per PR-40 dated 3/1/2021

Project Original Contract Sum	1,530,135.00
Total of Previously Approved Change Orders	47,132.80
Contract Amount Prior to this Change Order	1,577,267.80
Proposed Contract Amount of this Change Order	2,192.00
Proposed Contract Amount Including this Change Order	1,579,459.80

**Accepted By:**

_____ Contractor (Company Name)	_____ Owner (Company Name)	_____ Other (Company Name)
_____ By (Signature)	_____ By (Signature)	_____ By (Signature)
_____ Printed Name	_____ Printed Name	_____ Printed Name
_____ Date	_____ Date	_____ Date
	_____ Owner's Change Order Number	

Ledgestone Inc.  
 22930 CO Hwy 6  
 Detroit Lakes MN 56501

www.ledgestoneinc.com  
 218-849-6140  
 218-847-5013



LEDGESTONE INC.

# Change Order Request

**COR Number:** 24

**Date:** 3/2/2021

<b>To:</b> Gehrtz Construction Services, Inc.	<b>Project:</b> DL High School Renovation
---	---

Item	Description	Quantity	UOM	Unit Price	Extended Price
<b>08 - Openings</b>					
	Access Door	21.00	EA	72.00	1,512.00
	Door Install	21.00	EA	18.00	378.00
	Profit & Overhead	0.00		0.00	302.00
<b>Openings Total:</b>					<b>2,192.00</b>
<b>Change Order Total:</b>					<b>2,192.00</b>

**CCO #023**

Zerr Berg Architects/Gehrtz Construction Services  
 510 4th Ave. N  
 Fargo, North Dakota 58102  
 Phone: (701) 280-0187  
 Fax: (701) 280-9021

**Project:** 18-065 - Detroit Lakes High School Additions & Renovations  
 1301 Roosevelt Avenue,  
 Detroit Lakes, Minnesota 56501

## Subcontract Change Order #023: CE #072 - Millwork Revisions

<b>CONTRACT COMPANY:</b>	<b>Ledgestone, Inc.</b> 22930 Cty Hwy 6 Detroit Lakes, Minnesota 56501	<b>CONTRACT FOR:</b>	SC-18-065-007:5B Structural Steel - Erection / 6A General Work & Labor
<b>DATE CREATED:</b>	5/28/2021	<b>CREATED BY:</b>	Dan Kleist ( <b>Gehrtz Construction Services</b> )
<b>CONTRACT STATUS:</b>	Approved	<b>CHANGE REASON:</b>	Owner Requested
<b>ACCOUNTING METHOD:</b>	Amount Based	<b>TOTAL AMOUNT:</b>	(\$432.00)

**DESCRIPTION:**

CE #072 - Millwork Revisions  
 Please note the changes attach.

revise panels at the admin reception desk.  
 6B Millwork to supply all materials and brackets for the counter tops and bench. 6A to install.

If there is no change to the base bid please let me know.

Notes from ZBA

1. At the Main Office, the 16"x144" 3-form panel has been omitted. One 34"x42" panel has been added. (We are back to the original quantity of panels bid, so mounting hardware should be covered. If these are cut out of 4'x8' sheets, we should get a credit for (3) sheets of 3-form due to the reduced height.
2. Reducing to (3) workstations at the main office eliminated (2) file cabinets. We added one base cabinet at the island and omitted the drawers at (4) base cabinets beneath the signage (see int elev 6/A5.02).
3. Life Skills has quite a bit less casework at the kitchenette than originally bid.....three less 4-drawer base cabs and three less typical base cabs and three less uppers.

Please let me know if you have any other questions

**ATTACHMENTS:**

[CMR#28 PR\\_#45RevisedDemo.pdf](#) [PR-45\\_DLHS\\_Millwork Items.pdf](#)

**CHANGE ORDER LINE ITEMS:**

The original (Contract Sum)	\$ 1,530,135.00
Net change by previously authorized Change Orders	\$ 67,805.80
The contract sum prior to this Change Order was	\$ 1,597,940.80
The contract sum will be decreased by this Change Order in the amount of	(\$432.00)
The new contract sum including this Change Order will be	\$ 1,597,508.80
The contract time will not be changed by this Change Order by	



**CCO #023**

**Ledgestone, Inc.**  
Detroit Lakes, Minnesota

DocuSigned by:  
*JOSH LESSMAN*  
EC8D336258EB4CF

**Gehrtz Construction Services**  
Fargo, North Dakota

DocuSigned by:  
*Dan Kleist*  
8E9E8070A5C74CC

**Detroit Lakes Public Schools**  
Detroit Lakes, Minnesota

DocuSigned by:  
*[Signature]*  
9FE48DD3EEB446F

**Zerr Berg Architects**  
Fargo, North Dakota

DocuSigned by:  
*[Signature]*  
32112E3683E3404

Ledgestone Inc.  
22930 CO Hwy 6  
Detroit Lakes MN 56501

www.ledgestoneinc.com  
218-849-6140  
218-847-5013



LEDGESTONE, INC.

# Change Order Request

**COR Number:** 28  
**Date:** 5/20/2021

**Project Number:** 2003  
**Contract Date:** 1/21/2020

<b>To:</b>	<b>Project:</b>
Gehrtz Construction Services, Inc. 510 4th Avenue North Fargo ND 58102	DL High School Renovation 1301 Roosevelt Avenue Detroit Lakes MN 56501

**Description of Change:**

Deduct for eliminated demo at areas noted in revised PR-45 3/31/21

Project Original Contract Sum	1,530,135.00
Total of Previously Approved Change Orders	65,613.80
Contract Amount Prior to this Change Order	1,595,748.80
Proposed Contract Amount of this Change Order	(432.00)
Proposed Contract Amount Including this Change Order	1,595,316.80

**Accepted By:**

_____	_____	_____
Contractor <i>(Company Name)</i>	Owner <i>(Company Name)</i>	Other <i>(Company Name)</i>
_____	_____	_____
By <i>(Signature)</i>	By <i>(Signature)</i>	By <i>(Signature)</i>
_____	_____	_____
Printed Name	Printed Name	Printed Name
_____	_____	_____
Date	Date	Date
	_____	
	Owner's Change Order Number	

Ledgestone Inc.  
22930 CO Hwy 6  
Detroit Lakes MN 56501

www.ledgestoneinc.com  
218-849-6140  
218-847-5013



LEDGESTONE, INC.

# Change Order Request

**COR Number:** 28

**Date:** 5/20/2021

<b>To:</b> Gehrtz Construction Services, Inc.	<b>Project:</b> DL High School Renovation
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Item	Description	Quantity	UOM	Unit Price	Extended Price
<b>02 - Existing Conditions</b>					
	Demo markerboards 127 & 129	1.00-	LS	38.00	38.00-
	Demo door & frame 127	1.00-	LS	44.00	44.00-
	Demo walls @ offices area C	1.00-	LS	169.00	169.00-
	Demo doors/frames @ offices area C	1.00-	LS	132.00	132.00-
	Profit & Overhead	0.00		0.00	49.00-
<b>Existing Conditions Total:</b>					<b>432.00-</b>
<b>Change Order Total:</b>					<b>432.00-</b>



CCO #001

Zerr Berg Architects/Gehrtz Construction Services  
510 4th Ave. N  
Fargo, North Dakota 58102  
Phone: (701) 280-0187  
Fax: (701) 280-9021

Project: 18-066 B - Detroit Lakes Roosevelt Elementary Addition & Renovation  
510 11th Avenue SE  
Detroit Lakes, Minnesota 56501

### Subcontract Change Order #001: CE #070 - Additional retaining wall systems and landscaping

**CONTRACT COMPANY:** S & S Landscaping Co. Inc.  
2777 Fiechtner Drive  
Fargo, North Dakota

**CONTRACT FOR:** SC-18-066 B-029:32B Landscaping/Irrigation

**DATE CREATED:** 5/28/2021

**CREATED BY:** Dan Kleist (Gehrtz Construction Services)

**CONTRACT STATUS:** Approved

**CHANGE REASON:** Construction Change

**ACCOUNTING METHOD:** Amount Based

**TOTAL AMOUNT:** \$3,153.00

**DESCRIPTION:**

CE #070 - Additional retaining wall systems and landscaping

Provide additional retaining wall systems and landscaping at the east and west elevation of the south addition to properly grade the site.

See attached for additional landscaping and irrigation around area A

**ATTACHMENTS:**

[Roosevelt School Site PR.pdf](#)

**CHANGE ORDER LINE ITEMS:**

The original (Contract Sum)	\$ 43,075.00
Net change by previously authorized Change Orders	\$ 0.00
The contract sum prior to this Change Order was	\$ 43,075.00
The contract sum will be increased by this Change Order in the amount of	\$ 3,153.00
The new contract sum including this Change Order will be	\$ 46,228.00
The contract time will not be changed by this Change Order by	

**S & S Landscaping Co. Inc.**  
Fargo, North Dakota

DocuSigned by:  
  
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**Gehrtz Construction Services**  
Fargo, North Dakota

DocuSigned by:  
  
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**Detroit Lakes Public Schools**  
Detroit Lakes, Minnesota

DocuSigned by:  
  
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**Zerr Berg Architects**  
Fargo, North Dakota

DocuSigned by:  
  
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# S & S LANDSCAPING

2777 Fiechtner Dr.  
Fargo, North Dakota 58107

Post Office Box 1778  
Phone 701-235-1515  
Fax 701-239-6936

[www.sandslandscaping.com](http://www.sandslandscaping.com)

## QUOTATION

**PROJECT:** Detroit Lakes Schools  
Roosevelt Elementary School

**DATE:** ~~January 25, 2021~~  
June 9, 2021

**ITEM:** Area A Site PR

ITEM#	DESCRIPTION	UNIT	QTY	UNIT PRICE	EXTENSION
A	Area A Site PR - Landscaping (Work includes deduction in plants and seeding and increase in weed barrier fabric, mulch and edging)	LS	1	\$1,490.00	\$1,490.00
B	Area A Site PR - Irrigation Add drip irrigation zone to this area including decoder drip valve, drip tubing connection to mainline and installation.	LS	1	\$1,663.00	\$1,663.00

Total Of Above \$3,153.00

**AUTHORIZED SIGNATURE FOR ACCEPTANCE OF MATERIALS, LABOR, AND PROVISIONS OF THIS QUOTE ARE DUE WITHIN THIRTY (30) DAYS**

ACCEPTED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

S & S LANDSCAPING CO., INC.

BY: \_\_\_\_\_  
Dave Liquin, RLA



**CCO #002**

Zerr Berg Architects/Gehrtz Construction Services  
510 4th Ave. N  
Fargo, North Dakota 58102  
Phone: (701) 280-0187  
Fax: (701) 280-9021

**Project:** 18-066 B - Detroit Lakes Roosevelt Elementary Addition & Renovation  
510 11th Avenue SE  
Detroit Lakes, Minnesota 56501

**Subcontract Change Order #002: CE #071 - Cap cut block ends**

<b>CONTRACT COMPANY:</b>	Fargo Glass & Paint Co. 1801 7th Ave N Fargo, North Dakota 58102	<b>CONTRACT FOR:</b>	SC-18-066 B-014:8E Glass & Glazing
<b>DATE CREATED:</b>	5/28/2021	<b>CREATED BY:</b>	Dan Kleist (Gehrtz Construction Services)
<b>CONTRACT STATUS:</b>	Approved	<b>CHANGE REASON:</b>	Construction Change
<b>ACCOUNTING METHOD:</b>	Amount Based	<b>TOTAL AMOUNT:</b>	\$2,650.00

**DESCRIPTION:**  
CE #071 - Cap cut block ends  
Cap block ends where saw cut.

**ATTACHMENTS:**  
Estimate Proposal End Caps - Roosevelt.pdf

**CHANGE ORDER LINE ITEMS:**

The original (Contract Sum)	\$ 567,925.00
Net change by previously authorized Change Orders	\$ 7,800.00
The contract sum prior to this Change Order was	\$ 575,725.00
The contract sum will be increased by this Change Order in the amount of	\$ 2,650.00
The new contract sum including this Change Order will be	\$ 578,375.00
The contract time will not be changed by this Change Order by	

**Fargo Glass & Paint Co.**  
Fargo, North Dakota

DocuSigned by:  
*Matt Spessard*  
8EF80F7205124A1...

**Gehrtz Construction Services**  
Fargo, North Dakota

DocuSigned by:  
*Dan Kleist*  
8E8E8870A56746C...

**Detroit Lakes Public Schools**  
Detroit Lakes, Minnesota

DocuSigned by:  
*[Signature]*  
0FE40DD25EB446F...

**Zerr Berg Architects**  
Fargo, North Dakota

DocuSigned by:  
*[Signature]*  
32113E3583E3494...



# Fargo Glass and Paint Co.

A FRIENDLY HOUSE

ALL GLASS PRODUCTS – STOREFRONTS, ALUMINUM ENTRANCES, ALUMINUM WINDOWS, MIRRORS, SUSPENDED CEILINGS, SUNROOMS, AUTOMATIC AND HANDICAPPED ACCESSIBLE ENTRANCES. HOLLOW METAL ENTRANCES, AND HARDWARE.

GENERAL OFFICE:  
FARGO, ND

PHONE (701) 235-4441 – FAX (800) 251-4074  
1801 7<sup>th</sup> AVE North  
Fargo, NORTH DAKOTA 58102

WAREHOUSES:  
MINOT, ND  
BISMARCK, ND  
SIOUX FALLS, SD

2/8/2021

To: Sean Vadnais, Gehrtz Construction Services  
Project: Roosevelt Elementary, Detroit Lakes, MN – Change Proposal 4  
According to plans and specifications by: Zerr Berg Architects

We propose to furnish and install the following described material for the four end cap locations required to clean up the cut block walls.

**Option 1: Furnish & Install the Following:**  
**(4) thus 2" x 6 1/2" Extruded Aluminum Tubes with Pocket Filler End Caps**  
**(up to 12' lengths, no spliced required)**  
**Tubes to be mechanically fastened, then pocket filler conceals mounting.**  
**Finish caulking back of tube to block wall both sides.**

approved

**Option 1 Bid ..... + \$2,650.00**

**Option 2: Furnish & Install the Following:**  
**(4) thus .040" x 6 1/2" Aluminum Brake Metal End Caps (10' length sheets, splices**  
**May be required)**  
**Brake Metal to be fastened using VHB Tape and Silicone Adhesive**  
**Finish caulking back of tube to block wall both sides.**

**Option 2 Bid ..... + \$1,790.00**

**Exclusions: Sanding or Grinding of Wall to Make it Even, Painting Touch Ups, Final Cleaning**

**NOTES:** Should you accept this estimate yet use your own contract form, it is understood that we will incorporate and make a part thereof a true copy of this estimate and all of its conditions.

Sales and/or Use Tax is included in this contract.

NO FINAL WASHING OR CLEANING OF GLASS OR ALUMINUM.

WE ARE NOT RESPONSIBLE FOR DAMAGE TO GLASS OR MATERIAL BY OTHER TRADES.

NO CONSTRUCTION PROTECTION. NO TEMPORARY ENCLOSURES OR HEATING.

CONTRACT GOOD FOR THIRTY (30) DAYS FROM DATE.

ACCEPTANCE OF OFFER SUBJECT TO CREDIT APPROVAL.

**BREAKAGE:** Resulting from conditions beyond our control will be charged as extras.

**FREIGHT:** F.O.B. shipping point, freight allowed.

Accepted \_\_\_\_\_, 20\_\_\_\_

FARGO GLASS & PAINT, CO.  
FARGO, BISMARCK & SIOUX FALLS

By \_\_\_\_\_

By Matt Spessard



**CCO #004**

Zerr Berg Architects/Gehrtz Construction Services  
510 4th Ave. N  
Fargo, North Dakota 58102  
Phone: (701) 280-0187  
Fax: (701) 280-9021

**Project:** 18-066 B - Detroit Lakes Roosevelt Elementary Addition & Renovation  
510 11th Avenue SE  
Detroit Lakes, Minnesota 56501

## Subcontract Change Order #004: CE #070 - Additional retaining wall systems and landscaping

<b>CONTRACT COMPANY:</b>	Earthwork Services, Inc. 345 12th Ave NE West Fargo, North Dakota 58078	<b>CONTRACT FOR:</b>	SC-18-066 B-028:31 Earthwork
<b>DATE CREATED:</b>	5/28/2021	<b>CREATED BY:</b>	Dan Kleist (Gehrtz Construction Services)
<b>CONTRACT STATUS:</b>	Approved	<b>CHANGE REASON:</b>	Construction Change
<b>ACCOUNTING METHOD:</b>	Amount Based	<b>TOTAL AMOUNT:</b>	\$4,298.00

**DESCRIPTION:**  
CE #070 - Additional retaining wall systems and landscaping  
 Provide additional retaining wall systems and landscaping at the east and west elevation of the south addition to properly grade the site.

east side - \$2,970.00  
 west side - \$12,716.00

**ATTACHMENTS:**  
[Additional fill at revised retaining walls..pdf](#)

### CHANGE ORDER LINE ITEMS:

The original (Contract Sum)	\$ 347,501.00
Net change by previously authorized Change Orders	\$ 10,660.00
The contract sum prior to this Change Order was	\$ 358,161.00
The contract sum will be increased by this Change Order in the amount of	\$ 4,298.00
The new contract sum including this Change Order will be	\$ 362,459.00
The contract time will not be changed by this Change Order by	

**Earthwork Services, Inc.**  
 West Fargo, North Dakota

DocuSigned by:  
  
 CC70D25A3370410

**Gehrtz Construction Services**  
 Fargo, North Dakota

DocuSigned by:  
  
 8E9E0070A507486

**Detroit Lakes Public Schools**  
 Detroit Lakes, Minnesota

DocuSigned by:  
  
 0FE40DD3EE8446E

**Zerr Berg Architects**  
 Fargo, North Dakota

DocuSigned by:  
  
 32113E3683E3404

# EARTHWORK SERVICES | excavating sand & gravel

March 4, 2021

Gehrtz Construction  
510 4<sup>th</sup> Ave N  
Fargo, ND 58102  
Phone: (701) 297-0704  
Fax: (701) 280-9021

**Re: Roosevelt Elementary Addition  
RFP 34 - Revised**

**Change Order Scope:**

- **Additional grading and material import at Area A per RFP-34 (South & East)**

**Base Bid Total: \$4,298.00**

**Excludes:**

- **Excavation and backfill of retaining wall**

Thank you,

Trent Duda  
President  
Earthwork Services Inc.



CCO #006

Zerr Berg Architects/Gehrtz Construction Services  
510 4th Ave. N  
Fargo, North Dakota 58102  
Phone: (701) 280-0187  
Fax: (701) 280-9021

Project: 18-066 B - Detroit Lakes Roosevelt Elementary Addition &  
Renovation  
510 11th Avenue SE  
Detroit Lakes, Minnesota 56501

## Subcontract Change Order #006: CE #070 - Additional retaining wall systems and landscaping

<b>CONTRACT COMPANY:</b>	<b>Classic Concrete Contractors, LLP</b> 35151 Adams Pt. Lane Frazee, Minnesota 56544	<b>CONTRACT FOR:</b>	SC-18-066 B-001:3A Concrete - Building / 32 Paving & Surfacing
<b>DATE CREATED:</b>	5/28/2021	<b>CREATED BY:</b>	Dan Kleist (Gehrtz Construction Services)
<b>CONTRACT STATUS:</b>	Approved	<b>CHANGE REASON:</b>	Construction Change
<b>ACCOUNTING METHOD:</b>	Amount Based	<b>TOTAL AMOUNT:</b>	\$15,686.00

**DESCRIPTION:**

**CE #070 - Additional retaining wall systems and landscaping**

Provide additional retaining wall systems and landscaping at the east and west elevation of the south addition to properly grade the site.

east side - \$2,970.00  
west side - \$12,716.00

**ATTACHMENTS:**

**CHANGE ORDER LINE ITEMS:**

The original (Contract Sum)	\$ 610,700.00
Net change by previously authorized Change Orders	\$ 35,351.79
The contract sum prior to this Change Order was	\$ 646,051.79
The contract sum will be increased by this Change Order in the amount of	\$ 15,686.00
The new contract sum including this Change Order will be	\$ 661,737.79
The contract time will not be changed by this Change Order by	

**Classic Concrete Contractors, LLP**  
Frazee, Minnesota

DocuSigned by:  
*Todd Young*  
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**Gehrtz Construction Services**  
Fargo, North Dakota

DocuSigned by:  
*Dan Kleist*  
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**Detroit Lakes Public Schools**  
Detroit Lakes, Minnesota

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*[Signature]*  
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**Zerr Berg Architects**  
Fargo, North Dakota

DocuSigned by:  
*[Signature]*  
32110E3588E8464...



CCO #007

Zerr Berg Architects/Gehrtz Construction Services
510 4th Ave. N
Fargo, North Dakota 58102
Phone: (701) 280-0187
Fax: (701) 280-9021

Project: 18-066 B - Detroit Lakes Roosevelt Elementary Addition &
Renovation
510 11th Avenue SE
Detroit Lakes, Minnesota 56501

Subcontract Change Order #007: CE #069 - Additional Retaining wall (MN code review)

Table with contract details: CONTRACT COMPANY (Classic Concrete Contractors, LLP), CONTRACT FOR (SC-18-066 B-001:3A Concrete - Building / 32 Paving & Surfacing), DATE CREATED (5/28/2021), CREATED BY (Dan Kleist), CONTRACT STATUS (Approved), CHANGE REASON (Construction Change), ACCOUNTING METHOD (Amount Based), TOTAL AMOUNT (\$20,853.00)

DESCRIPTION:
CE #069 - Additional Retaining wall (MN code review)
1. Provide additional materials for the change in ramp wall versus the retaining wall systems - Add \$10,000.00
2. Replacement materials that were needed due to existing block and cap were deteriorated - add \$10,853.00

Total Cost of change event \$20,853.00

ATTACHMENTS:
Roosevelt Retaining Wall 5.6.21.pdf

CHANGE ORDER LINE ITEMS:

Table showing contract sum changes: The original (Contract Sum) \$ 610,700.00, Net change by previously authorized Change Orders \$ 51,037.79, The contract sum prior to this Change Order was \$ 661,737.79, The contract sum will be increased by this Change Order in the amount of \$ 20,853.00, The new contract sum including this Change Order will be \$ 682,590.79

Classic Concrete Contractors, LLP
Frazee, Minnesota

Gehrtz Construction Services
Fargo, North Dakota

DocuSigned by:
Todd Young
E7957EE2A686466...

DocuSigned by:
Dan Kleist
959E9070A5C74CC...

Detroit Lakes Public Schools
Detroit Lakes, Minnesota

Zerr Berg Architects
Fargo, North Dakota

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[Signature]
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[Signature]
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DATE: July 9, 2021

TO: Mark Jenson, Superintendent and Board of Education

FROM: Jason Kuehn, Director of Finance and Operations

SUBJECT: **PROPERTY TAX LEVY ADOPTION CALENDAR**

The School Board must certify its Proposed Property Tax Levy by September 30, 2021 for the 2022-2023 School Year. If the Levy information is available to the District on a timely basis, the proposed Levy could be certified at the September 20, 2021 Board Meeting. If the Levy information is not available in time for the District to review the information and for Administration and the Finance Committee to make a recommendation, then a Special Board Meeting will be needed. Administration recommends the following timeline for our Property Tax Levy adoption:

Date/Time	Event
Monday, September 20, 2021 (5:30 PM) or Monday, September 27, 2021 (7:00 AM)	Certify Proposed Tax Levy (Complete Before September 30th, 2021)  Special Meeting to Certify Proposed Levy (if needed)
On or before September 30th, 2021	Certify to County Auditor-Treasurer
November 22, 2021 - December 20, 2021	Budget and Proposed Tax Hearing needs to be in this time period. Must be before final adoption.
Monday, December 20, 2021 6:00 PM	Budget and Proposed Property Tax Hearing & Final Levy Approval. Prior to the School Board adopting the Property Tax Levy and Budget, districts are required to discuss the levy and budget at a regularly scheduled school board meeting and allow the public to speak. The meeting must take place at 6:00 PM or later. The District can adopt the final levy at the same meeting.
On or before December 27, 2021	Certification to the County Auditor by this date

Administration recommends the approval of this timeline.

cc: Lori Nustad

DATE: July 13, 2021

TO: Mark Jenson, Superintendent and Board of Education

FROM: Jason Kuehn, Director of Finance and Operations

SUBJECT: **Long Term Facility Maintenance (LTFM) Ten-Year Plan**

The school board is required to annually update and take action to implement the Ten-Year Long-Term Facility Maintenance (LTFM) plan in order to participate in the revenue program. Adopting the plan provides MDE with verification that the School Board has taken responsibility for projects to be performed and for revenue to be placed on the levy. The Ten-Year Long-Term Facility Maintenance was reviewed by the Facilities Committee.

The recommended Ten-Year Long-Term Facility Maintenance Plan covers both our pay as you go program and LTFM bond projects. Under this program, the District will spend current available funds on Long Term Facilities Maintenance projects and recoup revenue in future periods. The anticipated deficit for the year ended June 30, 2021 is \$1,257,521.

The Bond Balance (Fund Balance) for the year ended Jun 30, 2021 is \$918,297.

Our plan calls for LTFM revenue to equal or exceed expenditures for all years recovering the existing deficit over the next three years.

Adoption of this plan sets the LTFM revenue at \$380 per APU for Levy payable 2022 for Fiscal Year 2022-2023. Recommendation is to approve the Ten-Year Long-Term Facility maintenance plan including the attached Revenue and Expenditure summaries and Statement of Assurances for Fiscal Year 2023.



Division of School Finance  
1500 Highway 36 West  
Roseville, MN 55113-4286

Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Pro

Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

District Info.		Enter Information		Fiscal Year (FY) Ending June 30							
District Name:		Enter Information		2021 (base year)	2022	2023	2024	2025	2026	2027	2028
District Number:		Date:									
District Contact Name:		Email:									
Contact Phone #											
Detroit Lakes Public Schools 0022-01 Jason Kuehn 218.847.9271				7/22/21		juehn@ednetlakes.k12.mn.us					
<b>Expenditure Categories</b>											
Health and Safety- this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.											
Category(1)											
Finance Code	347	Physical Hazards	\$75,303	\$3,460	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	\$4,930	\$4,930
	349	Other Hazardous Materials	\$50	\$310	\$310	\$310	\$310	\$310	\$310	\$310	\$310
	352	Environmental Health and Safety Management	\$81,445	\$90,481	\$92,566	\$95,714	\$97,925	\$100,204	\$102,550	\$102,550	\$104,996
	358	Asbestos Removal and Encapsulation	\$8,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	363	Fire Safety	\$11,154	\$14,002	\$9,612	\$9,612	\$9,612	\$9,612	\$9,612	\$9,592	\$9,592
	366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Total Health and Safety Capital Projects	\$176,332	\$108,453	\$107,388	\$110,536	\$112,747	\$114,976	\$117,382	\$119,878	\$119,878
Health and Safety- Projects costing \$100,000 or more per Project/Site/Year											
Category(2)											
Finance Code	358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Total Health and Safety Capital Projects \$100,000 or More	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Category(3)											
Finance Code	355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Total Remodeling for Approved Voluntary Pre-K Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Category(4)											
Finance Code	367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Total Accessibility Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Category(5)											
Finance Code	368	Building Envelope	\$72,991	\$22,500	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0
	369	Building Hardware and Equipment	\$65,000	\$65,000	\$65,000	\$47,000	\$0	\$0	\$0	\$0	\$0
	370	Electrical	\$5,646	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	379	Interior Surfaces	\$333,919	\$160,482	\$179,648	\$190,979	\$213,275	\$364,050	\$289,050	\$332,050	\$0
	380	Mechanical Systems	\$103,835	\$0	\$0	\$0	\$134,600	\$146,000	\$0	\$296,000	\$0
	381	Plumbing	\$92,465	\$70,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	382	Professional Services and Salary	\$53,918	\$435,435	\$30,000	\$236,500	\$123,745	\$282,000	\$64,100	\$206,000	\$0
	383	Roof Systems	\$6,000	\$95,000	\$85,396	\$165,000	\$77,500	\$33,000	\$118,000	\$33,000	\$0
	384	Site Projects	\$668,774	\$848,417	\$361,844	\$639,479	\$569,320	\$827,050	\$767,150	\$631,050	\$0
		Total Deferred Capital Expense and Maintenance	\$845,106	\$956,970	\$469,232	\$759,015	\$682,067	\$841,976	\$884,532	\$750,878	\$0
<b>Fund Balance Section</b>											
<b>Fund 01</b>											
Beginning Fund Balance 01-467-XX			\$2,158,069	-\$1,257,521	-\$439,910	-\$467,939	-\$467,939	-\$467,939	-\$467,939	-\$467,939	-\$467,939
LTFM Fiscal Year Revenue - Levy			\$1,016,210	\$951,659	\$1,006,584	\$786,322	\$747,977	\$719,401	\$721,127	\$723,227	\$723,227
LTFM Fiscal Year Revenue - AD if Applicable			\$204,405	\$204,405	\$159,049	\$85,311	\$124,286	\$149,082	\$149,456	\$149,456	\$149,456
LTFM Fiscal Year Revenue Other			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer OUT if applicable - Special Legislation FY 20 and FY 21			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Estimated Fiscal Year Expenditures			\$320,067	\$338,453	\$257,784	\$359,667	\$359,667	\$359,667	\$359,667	\$359,667	\$359,667
Ending Fiscal Year Fund Balance 01-467-XX			-\$1,257,521	-\$439,910	-\$467,939	-\$467,939	-\$467,939	-\$467,939	-\$467,939	-\$467,939	-\$467,939
<b>Fund 06</b>											
Beginning Fund Balance 06-467-XX			\$1,745,252	\$1,220,213	\$601,796	\$390,348	\$390,348	\$390,348	\$390,348	\$390,348	\$390,348
LTFM Fiscal Year Bonded Revenue			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Fiscal Year Revenue Other			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer OUT if applicable - Special Legislation FY 20 and FY 21			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Estimated Fiscal Year Expenditures			\$525,039	\$618,417	\$211,448	\$390,348	\$390,348	\$390,348	\$390,348	\$390,348	\$390,348
Ending Fiscal Year Fund Balance 06-467-XX			\$1,220,213	\$601,796	\$390,348	\$390,348	\$390,348	\$390,348	\$390,348	\$390,348	\$390,348

m STATEMENT OF EDUCATION		Division of School Finance 1600 Highway 36 West Roseville, MN 55113-4266		Projects Only		ED - 02478-47
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statute 124D.151.						
District Info.						
District Name: Detroit Lakes Public Schools						
District Number: 0022-01						
District Contact Name: Jason Koehn						
Contact Phone #: 218.847.9271						
Expenditure Categories						
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.						
Finance Code	Category (1)	2029	2030	2031		
347	Physical Hazards	\$4,930	\$4,940	\$3,805		
349	Other Hazardous Materials	\$310	\$310	\$310		
352	Environmental Health and Safety Management	\$107,455	\$110,019	\$22,643		
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0		
363	Fire Safety	\$34,982	\$9,566	\$9,176		
366	Indoor Air Quality	\$0	\$0	\$0		
	Total Health and Safety Capital Projects	\$147,677	\$124,835	\$35,934		
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year						
Finance Code	Category (2)					
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0		
363	Fire Safety	\$0	\$0	\$0		
366	Indoor Air Quality	\$0	\$0	\$0		
	Total Health and Safety Capital Projects \$100,000 or More	\$0	\$0	\$0		
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151						
Finance Code	Category (3)					
355	Remodeling for prekindergarten (PreK) instruction approved by the commissioner.	\$0	\$0	\$0		
	Total Remodeling for Approved Voluntary Pre-K Projects	\$0	\$0	\$0		
Accessibility						
Finance Code	Category (4)					
367	Accessibility	\$0	\$0	\$0		
	Total Accessibility Projects	\$0	\$0	\$0		
Deferred Capital Expenditures and Maintenance Projects						
Finance Code	Category (5)					
368	Building Envelope	\$0	\$0	\$0		
369	Building Hardware and Equipment	\$0	\$0	\$0		
370	Electrical	\$35,000	\$0	\$0		
379	Interior Surfaces	\$311,050	\$331,050	\$125,000		
380	Mechanical Systems	\$15,000	\$148,000	\$0		
381	Plumbing	\$0	\$0	\$0		
382	Professional Services and Salary	\$124,900	\$283,000	\$0		
383	Roof Systems	\$23,000	\$23,000	\$0		
384	Site Projects	\$508,950	\$795,050	\$125,000		
	Total Deferred Capital Expense and Maintenance	\$656,627	\$919,885	\$160,934		
Fund Balance Section						
Fund 01						
	Beginning Fund Balance 01-467-XX	\$1,204,884	\$1,417,580	\$1,368,698		
	LTFM Fiscal Year Revenue - Levy	\$720,112	\$721,509	\$722,968		
	LTFM Fiscal Year Revenue - AID if Applicable	\$149,211	\$149,494	\$149,820		
	LTFM Fiscal Year Revenue Other	\$0	\$0	\$0		
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0		
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0		
	LTFM Transfer OUT if applicable - Special Legislation FY 20 and FY 21	\$0	\$0	\$0		
	LTFM Estimated Fiscal Year Expenditures	\$656,627	\$919,885	\$160,934		
	Ending Fiscal Year Fund Balance 01-467-XX	\$1,417,580	\$1,368,698	\$2,080,552		
Fund 06						
	Beginning Fund Balance 06-467-XX	\$0	\$0	\$0		
	LTFM Fiscal Year Bonded Revenue	\$0	\$0	\$0		
	LTFM Fiscal Year Revenue Other	\$0	\$0	\$0		
	LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0		
	LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0		
	LTFM Estimated Fiscal Year Expenditures	\$0	\$0	\$0		
	Ending Fiscal Year Fund Balance 06-467-XX	\$0	\$0	\$0		







Division of School Finance  
1500 Highway 36 West  
Roseville, MN 55113-4266

## Fiscal Year (FY) 2023 Application for Long-Term Facilities Maintenance Revenue Statement of Assurances

ED-02477-07  
Due: July 31, 2021

**General Information:** Minnesota school districts, intermediate school districts, cooperative districts, applying for Long-Term Facilities Maintenance revenue (LTFM) under Minnesota Statutes, section 123B.595 must annually complete the Application for Long-Term Facilities Maintenance Revenue – Statement of Assurances (ED-02477). The application must be submitted to the Minnesota Department of Education (MDE) by July 31, 2021. Submit to [Sarah C. Miller](mailto:Sarah.C.Miller@mde.state.mn.us) (MDE.Facilities@state.mn.us) along with other required LTFM documentation. **Do not mail a hard copy. Please email this form with other required documentation.**

### Identification Information

Name of District or Cooperative: <b>Detroit Lakes Public Schools</b>	District Number and Type: <b>0022-01</b>	Date Submitted: <b>7/21/2021</b>
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### Statement of Assurances

1. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety data submission system are for allowed health and safety uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety System are for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
2. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for allowed uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
3. All actual expenditures to be reported in Uniform Financial Accounting and Reporting Standards (UFARS) for FY 2023 under Finance Codes 347, 349, 352, 358, 363 and 366 will be for allowed health and safety uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
4. All actual expenditures to be reported in UFARS for FY 2023 under Finance Codes 367, 368, 369, 370, 379, 380, 381, 382, 383 and 384 for Accessibility and Deferred Maintenance will be for allowed uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
5. The district will maintain a description of each project funded with long-term facilities maintenance revenue that will provide enough detail for an auditor to determine the cost of the project and if the work qualifies for revenue (Minn. Stat. § 127A.411, subd. 3).
6. The district's plan includes provisions for implementing a health and safety program that complies with health, safety and environmental regulations and best practices, including indoor air quality management and mandatory lead in water testing, remediation and reporting (Minn. Stat. § 121A.335). ***The district's ten-year plan does not include a request for a second-time project cost for: (1) replacement of an existing mechanical ventilation system to the current Minnesota State Mechanical Code/American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) guidelines; or, (2) to provide a level of approximately 15 Cubic Feet per Minute (CFM) per person.***

### Certification of Statement of Assurances

Signature – <b>Must be signed</b> by Superintendent or Cooperative Director:	Name – Superintendent or Cooperative Director (Please print) <b>Mark Jenson</b>	Date: <b>7/21/2021</b>
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## Activities Committee Agenda

7am - Thursday, July 1, 2021 - HS Wood Shop or Virtual

**Members Present:** Rob Nielsen, Amy Erickson, Josh Omang, April Thomas, Jason Kuehn, Courtney Henderson  
**Members Absent:** Mark Jenson

1. [Spring Participation and Final 20-21 Participation Numbers](#)
2. Alpine Ski Addition 2021-22
  - a. This organization has been told we will sponsor MSHSL membership but all costs will be borne by their club. The committee agreed to continue with this plan
  - b. Independent Provider Agreement([Independent Provider Document Example](#))
    - i. This will need to be updated with D Team information. Rob and Jason will work on this.
    - ii. Rob will be meeting with the D Team leadership in the near future.
    - iii. Section schools would most likely be: Alexandria Co-op, Annandale Co-op, Benilde St Margret's, Breck School, Brainerd Co-op, The Blake School, Champlin Park, Hopkins, Irondale, Mound, Minnetonka, Mound-Westonka Co-op, Oronon, Park Center Co-op, Robbinsdale Armstrong, Robbinsdale Cooper, Spectrum, St Cloud Co-op, Wayzata and West Lutheran
3. Fall Coaching Openings
  - a. 9th Grade VB
  - b. 7/8 G Soccer 7/8 B Soccer
4. Activities Fee/Season Pass Changes Approved at June School board meeting

The Activity Fee Schedule and Admission Prices were reviewed for 2021-2022 and Administration recommends the following increases based on cost and participation.

### Activity Fee Schedule:

	Increase Amount	2021-2022 Fee
<b>Middle School</b>	\$10.00	\$60.00
<b>9<sup>th</sup> Grade</b>	\$0.00	\$80.00
<b>High School</b>	\$20.00	\$100.00
<b>Free/Reduced</b>	\$5.00	\$20.00
<b>Family Maximum</b>	\$25.00	\$400.00
<b>Hockey Facility Fee (in addition to White Card Fee)</b>	\$35.00	\$270.00

### Admission to Activity Events:

	Increase Amount	2021-2022 Fee
<b>Single Athletic Event for Student</b>	\$1.00	\$5.00
<b>Single Athletic Event for Adult</b>	\$1.00	\$7.00
<b>Student Season Pass</b>	\$0.00	\$5.00
<b>Adult Season Pass</b>	\$5.00	\$40.00

5. Clubs/Organizations
  - a. Bowling
    - i. Yearbook/Website Recognition No cost or sponsorship needed from the school just looking to be recognized
      1. The committee agreed to recognize bowling as a school activity/Club. There is no opportunity to letter since it is not an MSHSL sponsored activity at this point.
  - b. Other Clubs

- i. Some students organizing a faith based club this spring-at this time they have turned in nothing so will update if they continue to pursue.
  - c. Sidekicks - Inclusion club. Currently operating under the umbrella of MN Special Olympics and utilizing our facilities.
    - i. Marks sense to make them an official club/organization
6. Eligibility/Cooperative Agreements/Homeschool/Online
  - a. Approved online programs retain their eligibility in Detroit Lakes.
  - b. Homeschool within district boundaries retain eligibility in Detroit Lakes.
  - c. Homeschool outside our district boundaries are eligible at the school district of their residence.
7. Discussed a potential Cooperative agreement for boys soccer with a student that is currently homeschooled but has attended in our district since Kindergarten and has been involved in our soccer program since 7th grade. It was agreed we should allow the Coop. in this case if the homeschool pursues. Rob will contact the homeschool parent.
8. Washington Park Update - Rob and John Steffl have been involved in initial plans to update Washington Park. The city is currently looking at some bonding options and other ways to finance the renovation.
9. Mere presence policy - Good, bad or indifferent. Different consequences? The policy was discussed by the committee as well as the consequences for violation. The policy will remain as is and discussions will continue regarding whether it should be tweaked in the future.
10. Lettering Policy - There was discussion regarding coming up with some district wide guidelines for lettering in MSHSL sponsored activities. We would like some basic guidelines that could be tweaked for each sport/activity but would provide for more consistency between each sport/activity. There was also discussion as to whether we should give academic letters as some schools do. Rob and Kelly Kalina will do some research and work to begin the development of a policy. This will be on the next agenda for further discussion.
11. Discussed options for promoting opportunities in sports/activities at DLHS to increase the number of students involved. We will continue to try to find ways to encourage kids to become involved and be aware of what opportunities are available.

DATE: July 14, 2021  
TO: Mark Jenson, Superintendent and Board of Education  
FROM: Jason Kuehn, Director of Finance and Operations  
SUBJECT: **Facilities Committee Meeting Update**

A Facilities Committee Meeting was held at 12:00 p.m., Wednesday, July 14, 2021 at the High School Wood Shop. In attendance were Board Member Kylie Johnson, Board Member John Steffl, Board Member Amy Erickson, Superintendent Mark Jenson, and Director of Finance and Operations Jason Kuehn. Also in attendance was High School Principal Josh Omang, Administrative Assistant to the Principal Heather Richter, Activities Director Rob Nielson, Federal Programs Administrator Karen Nudell, Teacher Kelly Kalina and Financial Assistant Marjorie Berg. The agenda was as follows:

**1. Laker Transition Project Update**

**NOTES FROM MEETING:**

The previous occupants have vacated the building. Remodeling plans have been finalized with the architect and contractors. Demolition will start in the next few days with a projected remodel completion and move in date of August 27, 2021.

**2. DLHS Greenhouse Project Update**

**NOTES FROM MEETING:**

- A. **Civil Engineering Invoice**  
New engineering drawings for plumbing (required by the State of MN)
- B. **Griffin Invoice**  
Stamping of the drawing (required by the State of MN)

**ACTION:** Josh Omang will obtain a quote for sewer to the Greenhouse for review. Committee recommends to approve the payment of invoices for Civil Engineering (MBN Engineering) for \$1,297.00 and Griffin Greenhouse Supplies for \$2,556.00.

**3. DLHS Construction Update**

**NOTES FROM MEETING:**

New Freshman academic wing is primarily completed. Teachers are able to start setting up their rooms and students will be in at the start of the school year. The kitchen and commons areas are coming along nicely. Old academic wings receiving new carpet, lighting and paint. Projected to be back in the Main Office by the 2nd week of August. Pushing hard to have the new gymnasium completed by December 12.

#### 4. Lincoln Education Center Parking Lot Proposal

**NOTES FROM MEETING:**

A. Proposal

Jason Kuehn reviewed a proposal from Apex Engineering at a cost of \$24,700 for site design, engineering, and bidding for a new parking lot on the east side of the building to allow for acceptable ADA parking.

**ACTION:** Committee recommends approval of the Apex Engineering proposal.

#### 5. 10 Year Long-Term Facilities Maintenance Plan

**NOTES FROM MEETING:**

- A. 10 Year Expenditure
- B. 10 Year Revenues
- C. Summary

Jason Kuehn reviewed the Long-Term Facility Maintenance (LTFM) plan that is submitted annually to MDE that allows for participation in their revenue program. The application includes a summary of revenues and expenditures for 10 years.

**ACTION:** Committee recommends approval of the LTFM plan.

#### 6. Other Items to Come Before the Committee

**NOTES FROM MEETING:**

Washington Ballpark was briefly discussed. Board Member John Steffl and Activities Director Rob Nielson will keep communications going with the city regarding the renovations of the park. No monetary contributions have been asked for from the school district.

**INDEPENDENT SCHOOL DISTRICT #22**  
**FINANCE COMMITTEE MEETING AGENDA**  
**Finance Committee Meeting July 15, 2021**

**Members:**

**Jennifer Pedersen**  
**Mark Jenson**

**Courtney Henderson**  
**Jason Kuehn**

**April Thomas**

A Finance Committee Meeting is scheduled for 12:00 Noon, Thursday July 15, 2021 in the District Office Conference Room. The agenda is as follows:

1. **Cash Analysis**
2. **Reconciliation**
3. **Review of Receipts**
4. **Review of Disbursements**
  - a. **Hand Payables from Last Month**
  - b. **High School Student Activity Account**
  - c. **Middle School Student Activity Account**
  - d. **Regular Claims**
5. **Property Tax Levy Adoption Calendar**
  - a. **[MEMO: Property Tax Levy Adoption Calendar](#)**
6. **Other Items to Come Before the Committee**