



DETROIT LAKES PUBLIC SCHOOLS
AGENDA
REGULAR SCHOOL BOARD MEETING
Monday, January 27, 2025 - 5:30 PM
City Council Chambers, 1025 Roosevelt Avenue, Detroit Lakes, MN 56501

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
Superintendent: Mark Jenson Director of Finance & Operations: Jason Kuehn Education Director: Renee Kerzman

BOARD MEMBERS:

Julie Smith-Yliniemi, Clerk
25961 Brolin Beach Rd
Detroit Lakes, MN 56501
218.204.0420

Michael Walther
28030 County Hwy 34
Callaway, MN 56521
218.841.3709

Michelle Okeson, Treasurer
24842 County Rd 113
Detroit Lakes, MN 56501
218.841.6065

Mary Rotter, Vice Chair
23625 Pebble Beach LN
Detroit Lakes, MN 56501
651.335.0396

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

Sanford Nelson
28633 North Buffalo Lake Rd
Callaway, MN 56521
218.847.8360

Student Representative: Marian Martin 26martimari@detlakes.k12.mn.us, Hayden Wilson 27wilsohayd@detlakes.k12.mn.us

I. CALL TO ORDER

Presenter: Steffl, Board Chair

A. Laker Pride

II. ROLL CALL

Presenter: Steffl, Board Chair

III. PLEDGE OF ALLEGIANCE

Presenter: Steffl, Board Chair

IV. APPROVAL OF AGENDA

Presenter: Steffl, Board Chair

A. Agenda Approval

Approval of the Agenda for the January 27, 2025 Regular School Board Meeting as presented.

V. RECOGNITIONS

Presenter: Steffl, Board Chair

A. Ronica Wahl (DLHS Parent) and JD Carter (Sanford Athletic Trainer) for their response to a medical event that happened at a DLHS Boys Basketball game on 12/13/24. Their calm demeanor and immediate response ensured that the affected individual received the necessary care in a timely manner until Emergency Medical Services arrived. Both demonstrated exemplary leadership and compassion under pressure, prioritizing safety above all. Their efforts not only made a difference in a critical moment but also serve as a powerful example of teamwork and responsibility.

VI. COMMENTS AND REQUESTS FROM VISITORS

Presenter: Steffl, 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. DONATIONS

A. 5 Mobility Scooters from VFW to Laker Robotics.

- B. Mittens, Gloves, & Scarves from the Damien Society to DLMS.
- C. Aldi Gift Cards from Nancy Henke to the Laker Cupboard.
- D. Milwaukee Drillset and Impact Driver from MAC'Ss Hardware for Laker Robotics.
- E. Bandsaw from Tesha and Eric Fox Family for Laker Robotics.
- F. \$20 from Trinity Youth Church to Laker Cupboard.
- G. \$95.00 from Bell Bank for Custom Card Donation Program.
- H. \$100 worth of Manipulatives from Kylie Seaberg & Family for Lincoln Education Center.
- I. \$100 from Cynthia Howard for Laker Robotics.
- J. \$100 From Mailyn Aligada to the Lakers for Life Student Activities Account.
- K. \$100 from Goodin Company for Laker Robotics.
- L. \$240 from Lake Region Electric Trust for DLHS Prom Student Activity Account.
- M. \$300 worth of Magnetic Tiles and Number/Letter Puzzles from Damien Society for Lincoln Education Center.
- N. \$300 from White Earth Recovery Project to the Native American Student Council Advisory Account.
- O. \$500 from Lund Lutheran Church for the Laker Cupboard.
- P. \$600 worth of carpet from Ramsey Flooring to Laker Robotics.
- Q. \$700 worth of robotic parts and building supplies from Jerrod and Anna Fingalson Family.
- R. **Grants**
 - 1. \$2,000 from Minneapolis Foundation for Native American Instructional Books at DLMS.
 - 2. \$2,000 from Creating Community Consulting for ALC PCN Project.
 - 3. \$12,000 from West Central Initiative for DLHS Early Childhood Curriculum.

VIII. PROGRAM PRESENTATIONS

Presenter:

- A. Activities

Presenter: Rob Nielsen

IX. CONSENT ITEMS

Presenter: Steffl, 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 December 16, 2024 Regular School Board Meeting and January 6, 2025 Organizational Meeting.
- B. Approve District Bills
- C. Approve District Hand Payable Bills
- D. Approve Personnel Agenda Items
- E. Approve the Early Graduation Request for 1 High School student after the first semester on January 17, 2025.

X. 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. **First Reading of Policies:**

Presenter: Steffl, Board Chair

- 1. 491- Staff Travel

- B. 25-26 Academic Calendar

XI. 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. Motion to Approve the Recommendations for Reduction in Programs and Positions- Each year the Board of Education and administration give careful consideration to program and staffing needs for the District as they are influenced by budget constraints. As a result of

current economic forecasts at the state and national level, as well as District #22 financial forecasts, the administration proposes the following recommendation.

- B. Motion to Approve the Out of State Travel Request for Sara Pender
- C. Motion to Approve the Out of State Travel Request for Katie Biggar.
- D. Motion to Approve the Out of State Travel Request for Wendy Fritz.
- E. Motion to Approve the Out of State Travel Request from Nathan Ochsner.
- F. Motion to Approve the Out of State Travel Request for Fletcher Nelson and Mark Whiting.
- G. Motion to Approve the Dissolution of Cooperative Sponsorship for Girls Swim and Dive between Detroit Lakes High School, Frazee High School, and Hawley High School.
- H. Motion to approve the Cooperative Sponsorship for Girls Swim and Dive between Detroit Lakes High School and Frazee High School.
- I. Motion to Approve the Additional Staffing Requests for E-Laker Online School
- J. Motion to approve the Vehicle Mileage Reimbursement Rate effective January 1, 2025.

XII. ADMINISTRATIVE AND BOARD REPORTS

A. Superintendent Report

Presenter: Mark Jenson, Superintendent

- 1. District Updates

B. Board Committee and Representative Reports

- 1. Student Report
Presenter: Wimmer/Martin, Student Board Representative
- 2. Finance Committee
Presenter: Okeson, Board Treasurer
- 3. DL Substance Use Prevention Coalition.
Presenter: Okeson, Board Treasurer
- 4. BCCI
presenter: Rotter, Vice Chair
- 5. ECFE Advisory Committee
presenter: Rotter, Vice Chair

XIII. UPCOMING EVENTS AND ACTIVITIES

Presenter: Steffl, Board Chair

- A. 02/03/25- District Advisory Committee Meeting 4:45pm Middle School Collaborative Space.
- B. 02/05/25- Facilities Committee Meeting 11:00AM District Office.
- C. 02/12/25- Special Board Meeting 12:00PM District Office.
- D. 02/20/25- Finance Committee Meeting 12:00PM District Office.
- E. 02/24/25- Regular School Board Meeting 5:30PM City Hall.

XIV. MEETING ADJOURNED

Presenter: Steffl, Board Chair

Laker PRIDE

	<p>Purpose our intention, what drives us</p>	<p>Deliver educational excellence.</p>
	<p>Relationships the ways we connect and behave toward each other</p>	<p>Care and communicate positively and respectfully within and across our schools and community.</p> <ul style="list-style-type: none"> • District ↔ parents and community members • District ↔ building • Building ↔ teacher • Building ↔ parents • Teacher ↔ parent • Teacher ↔ students
	<p>Innovation the creation, development and implementation of a new idea or concept to enhance educational opportunities</p>	<p>Embrace creativity and critical thinking.</p> <ul style="list-style-type: none"> • Renew and bring up to date all systems and practices • Utilize growth mindset to hone existing intentions/objectives and explore new ideas • Support diverse ways of thinking and doing • Embed equity continually in every facet of our work
	<p>Development a process that creates growth, progress, positive change or the addition of physical, economic, environmental, social and demographic components</p>	<p>Foster the academic, social, emotional, and cultural needs of all learners.</p> <ul style="list-style-type: none"> • Implement and sustain PBIS at all levels • Hone our support for social/emotional health • Further learning and implementation of equitable feedback, assessment, grading and reporting • Provide professional development that supports PRIDE
	<p>Equity the quality of being fair (not equal) and impartial</p>	<p>Ensure that our values, policies, and practices are equitable for our students, staff, and community.</p> <ul style="list-style-type: none"> • Clarify and support understanding of equity vs. equality for all • Actively promote equity (institutional, personal, and instructional) • Remove systemic barriers • Accommodate different learning styles • Give students a voice

I pledge allegiance to the flag
of the United States of America,
and to the Republic
for which it stands,
one Nation under God,
indivisible,
with Liberty and Justice
for all.



Activities 2024-25

Laker activities strive to develop young adults who are respectful, responsible committed teammates.

“Champions In Life”



Purpose > Goals

**Winning is the goal; it's not our purpose
Our purpose is teaching life lessons through
activities.**

**“GOALS HAVE A BEGINNING AND AN END.
PURPOSE DOESN'T. PURPOSE IS WHAT WE
LIVE FOR.”**

-Tony Dungy

A faint, semi-transparent watermark of the Los Angeles Lakers logo is visible in the background, centered behind the quote and attribution. The logo features the word "LAKERS" in a stylized font above a basketball player silhouette.

Education Based Activities

- We are an Extension of the classroom
- We emphasize growth & improvement
- We reward effort not just success/winning
- We give permission to fail
- We focus first on human beings and second on human doings



Fine Arts

- **Fall Musical - Wonka**
 - **3 Performances/1 Weekend Change**
- **Cast and Crew of 50+**
- **Fine Arts Collaboration**
 - **Spring Concert 25**
 - **Holiday Concert 2024**
- **CLC Opportunities**
 - **Fall Jazz**
 - **Spring Honors Band/Choir**



Participation Numbers

	2020-21	2021-22	2022-23	2023-24	24-25	grades
Cheerling Ftb.	14	13	10	15	18	7-12
Cross Country	48	37	34	37	34	7-12
Football	48	61	69	64	56	
Football Gd 9	33	27	27	24	25	
Soccer Boys Varsity	58	48	48	44	52	7-12
Soccer Girls Varsity	47	35	29	31	36	7-12
Swimming Girls	34	31	29	32	35	7-12
Tennis Girls	41	50	26	28	31	7-12
Volleyball	41	38	37	62	65	
Musical				51	55	6-12
Fall Sub Total	364	340	309	388	407	

WINTER	2020-21	2021-22	2022-23	2023-24	24-25	grades
Dance Varsity	39	28	25	39	26	7-12
Basketball Boys Varsity	46	42	48	46	42	
Basketball Girls Varsity	29	24	25	29	35	
Gymnastics	23	22	37	22	15	7-12
Hockey Boys Varsity	38	27	33	31	36	
Hockey Girls Varsity	33	20	15	27	33	7-12
Nordic Skiing	21	23	26	17	18	7-12
Alpine Ski		15	18	18	24	7-12
Swimming Boys	9	16	19	23	24	7-12
Wrestling Varsity	38	46	37	37	42	7-12
Winter Sub Total	276	260	283	289	295	

CHANGES

- **CLC Conference**
 - **Small increase in travel(scheduled well)**
 - **A bit of a struggle competitively with young teams**
 - **Fine Arts Opportunities**
- **Online Ticketing**
 - **Well received with few exceptions**
 - **Still working through small issues**
- **Musical One Weekend**
 - **Revenue Increase just shy of \$7,000**
 - **Attendance up 450 total. Avg/show 238 to 550**

Growth Areas

- **Students knowing what opportunities we have**
 - **Activities fair at fall Open House**
 - **9th Grade Academy Classes**
 - **Improving MS students knowledge of opportunities, particularly in the fall**
- **Continue communicating our purpose in education based athletics to parents/community**



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

Regular School Board Meeting
Monday, January 6, 2025, 5:30 PM
City Council Chambers ~ 1025 Roosevelt Ave, Detroit Lakes, MN, 56501

Present: John Steffl, Mary Rotter, Michelle Okeson, Sanford Nelson, Julie Smith-Yliniemi, Michae; Walther

Absent:

The meeting was called to order at 5:30 PM by Board Chair Steffl.

The Pledge of Allegiance was recited.

The Annual Renewal of the Oath of Office/Signatures was Administered for School Board Members John Steffl, Mary Rotter, Michelle Okeson, Sanford Nelson, Julie Smith-Yliniemi, Michae; Walther

A motion was made by Walther, seconded by Okeson, to approve the agenda. Motion carried unanimously.

Board Chair Steffl called for nominations for the position of Board Chair. Rotter nominated John Steffl for the position of Chair of the Board. Steffl was elected by acclamation.

Board Chair Steffl called for nominations for the position of Board Vice-Chair. Okeson nominated Mary Rotther for the position of Board Vice-Chair. Rotter was elected by acclamation.

Board Chair Steffl called for nominations for the position of Board Clerk. Rotter nominated Julie Smith-Yliniemi for the position of Board Clerk. Thomas was elected by acclamation.

Board Chair Steffl called for nominations for the position of Board Treasurer. Nelson nominated Michelle Okeson for the position of Board Treasurer. Okeson was elected by acclamation.

Sanford Nelson and Michael Walther will serve as Directors for the 2025 School Board Calendar Year.

A motion was made by Rotter, seconded by Okeson, to Designate the following bank as Official Depositories for K-12 depository accounts respectively: Bremer Bank, Midwest Bank, Minnesota Liquid Asset Fund, and Ehlers/Pershing. Motion carried unanimously.

A motion was made by Nelson, seconded by Rotter, to Designate the Detroit Lakes Record/Tribune as the Official School Newspaper school publication. Motion carried unanimously.

A motion was made by Okeson, seconded by Smith-Yliniemi, to Designate Rupp, Anderson, Squires & Waldspurger, PA as Legal Counsel for Detroit Lakes Public Schools. Motion carried unanimously.

A motion was made by Nelson, seconded by Walther, to Establish Board Member Salary and Meeting Per Diem as \$200.00 per day for regular monthly meetings, special board meetings and work sessions, and \$60.00 per day when attending any convention, seminar, committee meeting, Bridge session, or an event at which a Board Member is representing the district. Motion carried unanimously.

A motion was made by Nelson, seconded by Rotter, to approve the 2025 Board Calendar Meeting Schedule, as presented. Motion carried unanimously.

Board Chair Steffl announced upcoming meetings and events .

A motion by Rotter, to adjourn the meeting at 6:10 PM, seconded by Smith-Yliniemi. Motion carried unanimously.

Respectfully submitted,

Julie Smith-Yliniemi, Clerk

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

**Regular School Board Meeting
Monday, December 16, 2024, 5:30 PM
City Hall ~ 1025 Roosevelt Ave, Detroit Lakes, MN, 56501**

Present: John Steffl, Mary Rotter, Michelle Okeson, Ethan Walz, Amy Erickson

Absent: The meeting was called to order at 5:30 PM by Board Chair Steffl.

The Pledge of Allegiance was recited.

A motion was made by Erickson, seconded by Okeson, to approve the agenda. Motion carried unanimously.

Donations were made by the following:

- \$76.98 worth of Metal from BTD for the Small Engines Class to build a Go-Kart Chassis.
- \$84 from Noon Rotary for Interact Club.
- \$200 from Julie McCaslin Olson for Roosevelt Elementary.
- \$300 From Damien Society for Middle School Laker Pride.
- \$300 worth of Transit Tokens from Damien Society to Project LIFE.
- Laker Cupboard
- Pajama Pants-Breakfast Rotary
- Various Gift Cards- Damien Society.
- Food and Snacks- Title Team.
- \$20- Trinity Lutheran Youth
- \$250- Sons of Norway Vikingland Lodge 495
- \$300- Damien Society
- \$500-First Lutheran Church

Program presentation was given by Jennifer Hellekson for ABE

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

- A. Approve the Minutes of the November 25, 2024 Regular School Board Meeting.
- B. Approve K-12 Computer Checks #708364-708441, for a total of \$168,608.49. Approve Hand Payable Checks #708190-708230, #708314-708363, Voided Checks #707148, #707705, #707721, #707832, Wire Transfers #11630-11635, #11645-11646, #11658-11660, #11672-11674, #11775-11790, #11812-11821, and #11834-11869 in the amount of \$2,007,126.39. Approve Net Payroll Transfers on 11/15/24 and 11/27/24 in the amount of \$1,542,719.06 for a total of \$3,718,453.94.
- C. Approve Personnel Agenda Items
- D. Approve Second Reading of Policies:
- E. 201- Legal Status of the School Board.
- F. 202- School Board Officers.
- G. 203- Operation of the School Board- Governing Rules.
- H. 203.1- School Board Procedures: Rules of Order.
- I. 203.2- Order of the Regular School Board Meeting.
- J. 203.5- School Board Meeting Agenda.
- K. 203.6- Consent Agenda.
- L. 203.7- Board Work Session.
- M. 204- School Board Meeting Minutes.

- N. 205- Open Meetings and Closed Meetings.
- O. Approve the Snow Removal Contract for Detroit Lakes High School.
- P. Approve the Memorandum of Understanding between KLN Family Brands and Lakes Area Adult Education, effective January 1, 2025 through June 30, 2025.
- Q. Acknowledge Winter Coaches for the 2024-2025 school year
- R. Approve the Early Graduation Request for 2 High School students after the first semester on January 17, 2025.
- S. Approve the 2025-2026 School Readiness Pricing Rates.
- T. Approve the Memorandum of Understanding between Detroit Lakes Public Schools and Olander Bus Company, Inc.

Discussion was had on the following:

1. Annual Inventory of Fixed Assets

Superintendent Jenson reported on happenings in the School District.

Board Treasurer Rotter gave an update on the Finance Committee.

Board Director Okeson gave an update on SUP Coalition.

Board Chair Steffl gave an update on the Washington BallPark Committee, Sports Arena Committee and announced upcoming meetings and events.

A motion was made by Walz, seconded by Rotter to approve the 24-25 Teacher Seniority List. Motion carried unanimously.

A motion was made by Erickson, seconded by Walz to Conduct Truth and Taxation and Certification of the 2024 Property Tax Levy Payable in 2025 for the 2025-2026 School Year in the amount of \$9,953,011.38. Motion carried unanimously.

A motion was made by Erickson, seconded by Walz to Close this Session Pursuant to Minnesota Statutes section 13D.05, subdivision 3(b). Motion carried unanimously.

A motion was made by Rotter, seconded by Erickson to Motion to Open the meeting at the time. Motion carried unanimously.

A motion was made by Erickson, seconded by Walz to approve the settlement between Detroit Lakes Public Schools and NIS. Motion carried unanimously.

A motion by Rotter, to adjourn the meeting at 6:41 PM, seconded by Walz. Motion carried unanimously.

Respectfully submitted,

Julie Smith-Yliniemi, Clerk

PERSONNEL AGENDA

December 16, 2024

1) **Resignations:**

Leslie De Nio– Project LIFE Skills Trainer, effective December 6, 2024.

Adam Harvey– High School Custodian, effective November 26, 2024.

Sara Pederson– Project LIFE Skills Trainer, effective December 12, 2024.

Alvin Quinones– Middle School Custodian, effective November 27, 2024.

Annie Sisson–Rossman Para, effective October 31, 2024.

Patricia Spry– Food Service Worker, effective December 11, 2024.

2) **Appointments:**

Carmen Chapman– Project LIFE Skills Trainer, at the rate of \$17.00 per hour, working 29.75 hours per week, effective December 11, 2024.

Brandi Davidson– Roosevelt Title One/Noon Duty Para, at the rate of \$17.00 per hour, working 25 hours per week, effective January 6, 2025.

3) **Amended Assignment:**

Leanne Comstock– Roosevelt Food Service Worker is amending her assignment from 5.5 hours per day to 6 hours per day, effective December 16, 2024.

Tammy Fagerlie– Central Kitchen is amending her assignment from Production Assistant to Program Assistant, effective December 16, 2024.

Irene Hagen– Middle School Food Service Worker is amending her assignment from 20 hours per week to 23.75 hours per week, effective September 2, 2024.

Tanya Jacobs– Central Kitchen Program Assistant is amending her assignment from 7 hours per day to 6.25 hours per day, effective January 1, 2025.

Jill Jaeger– Central Kitchen Program Assistant is amending her assignment from 8 hours per day to 7.5 hours per day, effective December 12, 2024.

Shelly Kepler– District Office Custodian is amending her assignment from Monday through Friday to Monday, Wednesday, and Friday, working 6 hours per week, effective November 25, 2024.

Amy Lakin– Assistant Prom Advisor is amending her assignment from Assistant to Prom Advisor, effective September 3, 2024.

Jayne Lynnes–Roosevelt Food Service Worker is amending their assignment from 3.5 hours per day to 2.75 hours per day, effective January 1, 2025.

4) **Leave of Absence:**

Megan Klair– Elementary Art Teacher is requesting a leave of absence from April 10, 2025 through May 29, 2025.

SMART Finance

Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0022	MW	12055	708525	Check	1	1035	ALLIANCE PEST PROTECTION	Yes	No	No	USD	12/23/2024	95.00
		12054	708526	Check	1	1003	A-OX WELDING SUPPLY CO. INC.	Yes	No	No	USD	12/23/2024	4,550.00
		12056	708527	Check	1	1072	ASL INTERPRETING SERVICES, INC	Yes	No	No	USD	12/23/2024	356.00
		12124	708528	Check	1	3193	BADLANDS DISTRIBUTION INC	Yes	No	No	USD	12/23/2024	323.60
		12057	708529	Check	1	1091	BECKER COUNTY ENVIRONMENTAL	Yes	No	No	USD	12/23/2024	384.00
		12059	708530	Check	1	1143	BRENCO CORP.	Yes	No	No	USD	12/23/2024	690.96
		12060	708531	Check	1	1152	BSN SPORTS	Yes	No	No	USD	12/23/2024	1,531.64
		12061	708532	Check	1	1192	CENTRAL MARKET	Yes	No	No	USD	12/23/2024	95.81
		12123	708533	Check	1	3155	REMIT CENTRAL MCGOWAN	Yes	No	No	USD	12/23/2024	119.75
		12062	708534	Check	1	1201	CITI CARGO & STORAGE	Yes	No	No	USD	12/23/2024	150.00
		12063	708535	Check	1	1205	CLASSIC CONCRETE CONTRACTOR:	Yes	No	No	USD	12/23/2024	48,200.00
		12128	708536	Check	1	3441	COLUMN SOFTWARE PBC	Yes	No	No	USD	12/23/2024	368.32
		12064	708537	Check	1	1231	CULINEX	Yes	No	No	USD	12/23/2024	32.43
		12058	708538	Check	1	1107	CWIKLA ACE HARDWARE	Yes	No	No	USD	12/23/2024	140.19
		12065	708539	Check	1	1238	D & D APPLIANCE	Yes	No	No	USD	12/23/2024	838.75
		12066	708540	Check	1	1244	DACOTAH PAPER COMPANY	Yes	No	No	USD	12/23/2024	1,715.72
		12117	708541	Check	1	2322	DELL MARKETING L.P.	Yes	No	No	USD	12/23/2024	5,981.00
		12067	708542	Check	1	1261	DEMCO INC.	Yes	No	No	USD	12/23/2024	175.50
		12068	708543	Check	1	1305	EAST SIDE JERSEY DAIRY ESJD	Yes	No	No	USD	12/23/2024	4,897.90
		12069	708544	Check	1	1307	EASTMAN FENCE AND SONS LLC	Yes	No	No	USD	12/23/2024	600.00
		12120	708545	Check	1	2718	REMIT ECKROTH MUSIC	Yes	No	No	USD	12/23/2024	463.00
		12116	708546	Check	1	2317	EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	12/23/2024	409.05
		12070	708547	Check	1	1319	EHLERS	Yes	No	No	USD	12/23/2024	950.00
		12071	708548	Check	1	1320	EIDE BAILLY LLP	Yes	No	No	USD	12/23/2024	15,728.14
		12072	708549	Check	1	1358	FELDT PLUMBING LLP	Yes	No	No	USD	12/23/2024	2,000.00
		12073	708550	Check	1	1369	FIRST EDUCATIONAL RESOURCES, L	Yes	No	No	USD	12/23/2024	1,500.00
		12074	708551	Check	1	1408	GENERAL PARTS LLC	Yes	No	No	USD	12/23/2024	2,355.78
		12121	708552	Check	1	2806	GEORGAKOPOULOS, TESS	Yes	No	No	USD	12/23/2024	60.00
		12075	708553	Check	1	1421	GOPHER SPORT	Yes	No	No	USD	12/23/2024	186.87
		12125	708554	Check	1	3220	G-SPORTS WRESTLING	Yes	No	No	USD	12/23/2024	928.40
		12076	708555	Check	1	1481	HERZOG ROOFING, INC.	Yes	No	No	USD	12/23/2024	1,575.00
		12077	708556	Check	1	1487	HILLYARD / HUTCHINSON	Yes	No	No	USD	12/23/2024	15,249.97
		12078	708557	Check	1	1511	HOUGH INC.	Yes	No	No	USD	12/23/2024	5,454.45
		12079	708558	Check	1	1529	ICS CONSULTING, LLC -138006	Yes	No	No	USD	12/23/2024	76.38
		12080	708559	Check	1	1531	IDEAL SERVICES, INC.	Yes	No	No	USD	12/23/2024	1,940.00
		12081	708560	Check	1	1563	INTERQUEST DETECTION CANINES	Yes	No	No	USD	12/23/2024	1,020.00
		12082	708561	Check	1	1569	J.W. PEPPER & SON, INC.	Yes	No	No	USD	12/23/2024	35.00
		12083	708562	Check	1	1601	JOHNSON CONTROLS	Yes	No	No	USD	12/23/2024	3,730.80
		12084	708563	Check	1	1602	JOHNSON'S LOCK & KEY	Yes	No	No	USD	12/23/2024	545.00
		12085	708564	Check	1	1638	REMIT L&M FLEET SUPPLY, INC.	Yes	No	No	USD	12/23/2024	1,331.79
		12086	708565	Check	1	1648	LAKER LOCKER	Yes	No	No	USD	12/23/2024	440.00

SMART Finance Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0022	MW	12130	708566	Check	1	3584		LANEY'S MECHANICAL, INC.	Yes	No	No	USD	12/23/2024	5,673.00
		12127	708567	Check	1	3288	REMIT	LEARNWELL	Yes	No	No	USD	12/23/2024	99.00
		12087	708568	Check	1	1673		LEIGHTON BROADCASTING	Yes	No	No	USD	12/23/2024	219.00
		12088	708569	Check	1	1684		LITERACY ACTION NETWORK	Yes	No	No	USD	12/23/2024	360.00
		12089	708570	Check	1	1695		MACKIN EDUCATION RESOURCES	Yes	No	No	USD	12/23/2024	1,148.62
		12090	708571	Check	1	1707		MARK'S ELECTRIC INC.	Yes	No	No	USD	12/23/2024	3,321.38
		12091	708572	Check	1	1736		MENARDS - DETROIT LAKES	Yes	No	No	USD	12/23/2024	250.19
		12131	708573	Check	1	3603		MESSER, ASHLEY	Yes	No	No	USD	12/23/2024	63.91
		12092	708574	Check	1	1739	REMIT	METROPOLITAN MECHANICAL CONT	Yes	No	No	USD	12/23/2024	2,122.98
		12093	708575	Check	1	1748		MIDWEST TECHNOLOGY PRODUCTS	Yes	No	No	USD	12/23/2024	117.00
		12094	708576	Check	1	1753		MILLER YARD CARE AND CONSTRUC	Yes	No	No	USD	12/23/2024	2,360.00
		12122	708577	Check	1	2822		MISSION MECHANICAL	Yes	No	No	USD	12/23/2024	649.00
		12095	708578	Check	1	1780		MN ELEM. SCHOOL PRINCIPAL ASSO	Yes	No	No	USD	12/23/2024	175.00
		12118	708579	Check	1	2420	REMIT	MRI SOFTWARE LLC	Yes	No	No	USD	12/23/2024	26.00
		12126	708580	Check	1	3234		MYNA THERAPHY SERVICES, PLLC	Yes	No	No	USD	12/23/2024	24,210.69
		12096	708581	Check	1	1832	REMIT	NARDINI FIRE EQUIPMENT CO.	Yes	No	No	USD	12/23/2024	262.00
		12097	708582	Check	1	1833	REMIT	NASCO EDUCATION	Yes	No	No	USD	12/23/2024	320.65
		12119	708583	Check	1	2428		NATIONAL BUSINESS FURNITURE, LI	Yes	No	No	USD	12/23/2024	2,837.84
		12098	708584	Check	1	1901		OTIS ELEVATOR COMPANY	Yes	No	No	USD	12/23/2024	1,487.50
		12099	708585	Check	1	1907		PAN-O-GOLD BAKING CO.	Yes	No	No	USD	12/23/2024	954.88
		12100	708586	Check	1	1908		PAPA MURPHY'S	Yes	No	No	USD	12/23/2024	607.00
		12101	708587	Check	1	1920		PEPSI	Yes	No	No	USD	12/23/2024	2,076.80
		12102	708588	Check	1	1943		POPPLERS MUSIC STORE	Yes	No	No	USD	12/23/2024	110.20
		12103	708589	Check	1	1951		PRECISION PRINTING	Yes	No	No	USD	12/23/2024	350.00
		12104	708590	Check	1	1954		PREMIUM WATERS, INC.	Yes	No	No	USD	12/23/2024	179.97
		12105	708591	Check	1	1960		PRO-ED, INC.	Yes	No	No	USD	12/23/2024	68.20
		12115	708592	Check	1	2306		REGION 1	Yes	No	No	USD	12/23/2024	3,780.00
		12107	708593	Check	1	2074		SEPTIC VAC	Yes	No	No	USD	12/23/2024	150.00
		12129	708594	Check	1	3580		SNACKS PLUS VENDING	Yes	No	No	USD	12/23/2024	1,030.00
		12106	708595	Check	1	2018		SQUIRES, WALDSPURGER & MACE,	Yes	No	No	USD	12/23/2024	2,936.50
		12108	708596	Check	1	2126		STEIN'S INC.	Yes	No	No	USD	12/23/2024	124.71
		12109	708597	Check	1	2139		SUMMIT FIRE PROTECTION	Yes	No	No	USD	12/23/2024	2,436.00
		12110	708598	Check	1	2168		TEAM LAB	Yes	No	No	USD	12/23/2024	190.00
		12111	708599	Check	1	2173		TEXTHELP INC.	Yes	No	No	USD	12/23/2024	2,083.73
		12112	708600	Check	1	2207		TWEETON REFRIGERATION, INC.	Yes	No	No	USD	12/23/2024	1,343.69
		12113	708601	Check	1	2226		UPPER LAKES FOODS, INC.	Yes	No	No	USD	12/23/2024	13,607.41
		12114	708602	Check	1	2260		WESTERN PSYCHOLOGICAL SERVIC	Yes	No	No	USD	12/23/2024	536.80

Bank Total: MW \$205,495.85

Report Total: \$205,495.85

SMART Finance

Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0022		MW	12252	708654	Check	1	1005		ADVANCED BUSINESS METHODS	Yes	No	No	USD	01/13/2025	787.24
			12253	708655	Check	1	1035		ALLIANCE PEST PROTECTION	Yes	No	No	USD	01/13/2025	190.00
			12254	708656	Check	1	1072		ASL INTERPRETING SERVICES, INC	Yes	No	No	USD	01/13/2025	213.00
			12255	708657	Check	1	1102		BERGSTROM ELECTRIC, INC.	Yes	No	No	USD	01/13/2025	470.05
			12256	708658	Check	1	1126		BMSI	Yes	No	No	USD	01/13/2025	797.16
			12257	708659	Check	1	1192		CENTRAL MARKET	Yes	No	No	USD	01/13/2025	214.86
			12258	708660	Check	1	1201		CITI CARGO & STORAGE	Yes	No	No	USD	01/13/2025	150.00
			12259	708661	Check	1	1231		CULINEX	Yes	No	No	USD	01/13/2025	446.40
			12260	708662	Check	1	1244		DACOTAH PAPER COMPANY	Yes	No	No	USD	01/13/2025	426.84
			12314	708663	Check	1	3624		DETROIT LAKES YOUTH WRESTLING	Yes	No	No	USD	01/13/2025	150.00
			12261	708664	Check	1	1293		DL TRAVEL BASKETBALL	Yes	No	No	USD	01/13/2025	150.00
			12262	708665	Check	1	1300		DRIVEWAY SERVICE	Yes	No	No	USD	01/13/2025	675.00
			12263	708666	Check	1	1305		EAST SIDE JERSEY DAIRY ESJD	Yes	No	No	USD	01/13/2025	3,458.86
			12308	708667	Check	1	2317		EDUCATORS BENEFIT CONSULTANTS	Yes	No	No	USD	01/13/2025	418.86
			12264	708668	Check	1	1384		FOLTZ, CAROL	Yes	No	No	USD	01/13/2025	48,000.00
			12265	708669	Check	1	1408		GENERAL PARTS LLC	Yes	No	No	USD	01/13/2025	231.20
			12266	708670	Check	1	1421		GOPHER SPORT	Yes	No	No	USD	01/13/2025	58.46
			12267	708671	Check	1	1426		GRAINGER, INC.	Yes	No	No	USD	01/13/2025	1,225.64
			12268	708672	Check	1	1457		HAWKINS, INC.	Yes	No	No	USD	01/13/2025	883.31
			12269	708673	Check	1	1459		HDQ LANDSCAPING & MORE, INC	Yes	No	No	USD	01/13/2025	43,228.91
			12270	708674	Check	1	1481		HERZOG ROOFING, INC.	Yes	No	No	USD	01/13/2025	1,700.00
			12271	708675	Check	1	1487		HILLYARD / HUTCHINSON	Yes	No	No	USD	01/13/2025	10,165.11
			12272	708676	Check	1	1490	REMIT	HOBART SALES & SERVICE	Yes	No	No	USD	01/13/2025	425.54
			12273	708677	Check	1	1511		HOUGH INC.	Yes	No	No	USD	01/13/2025	6,997.02
			12274	708678	Check	1	1567		IXL LEARNING	Yes	No	No	USD	01/13/2025	5,100.00
			12275	708679	Check	1	1569		J.W. PEPPER & SON, INC.	Yes	No	No	USD	01/13/2025	855.99
			12276	708680	Check	1	1602		JOHNSON'S LOCK & KEY	Yes	No	No	USD	01/13/2025	781.50
			12277	708681	Check	1	1638	REMIT	L&M FLEET SUPPLY, INC.	Yes	No	No	USD	01/13/2025	52.13
			12278	708682	Check	1	1649		LAKES COUNTRY SERVICE CO-OP	Yes	No	No	USD	01/13/2025	126.00
			12279	708683	Check	1	1673		LEIGHTON BROADCASTING	Yes	No	No	USD	01/13/2025	219.00
			12309	708684	Check	1	2417		LILL, ARYN	Yes	No	No	USD	01/13/2025	820.00
			12280	708685	Check	1	1707		MARK'S ELECTRIC INC.	Yes	No	No	USD	01/13/2025	2,357.36
			12287	708686	Check	1	1772	REMIT	MASBO	Yes	No	No	USD	01/13/2025	125.00
			12281	708687	Check	1	1736		MENARDS - DETROIT LAKES	Yes	No	No	USD	01/13/2025	1,029.62
			12282	708688	Check	1	1739	REMIT	METROPOLITAN MECHANICAL CONTR	Yes	No	No	USD	01/13/2025	2,123.81
			12283	708689	Check	1	1745		MIDWEST BUS PARTS	Yes	No	No	USD	01/13/2025	107.85
			12284	708690	Check	1	1753		MILLER YARD CARE AND CONSTRUCT	Yes	No	No	USD	01/13/2025	4,485.00
			12285	708691	Check	1	1761		MINNESOTA SCHOOL BOARDS ASSO(Yes	No	No	USD	01/13/2025	920.00
			12286	708692	Check	1	1764		MINNKOTA RECYCLING	Yes	No	No	USD	01/13/2025	141.60
			12310	708693	Check	1	2822		MISSION MECHANICAL	Yes	No	No	USD	01/13/2025	4,208.00
			12288	708694	Check	1	1787		MN STATE COMMUNITY & TECHNICAL	Yes	No	No	USD	01/13/2025	19,908.94

SMART Finance

Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0022		MW	12289	708695	Check	1	1832	REMIT	NARDINI FIRE EQUIPMENT CO.	Yes	No	No	USD	01/13/2025	1,783.40
			12290	708696	Check	1	1833	REMIT	NASCO EDUCATION	Yes	No	No	USD	01/13/2025	56.03
			12291	708697	Check	1	1866		NORSEMAN MOTORS, INC.	Yes	No	No	USD	01/13/2025	125.20
			12292	708698	Check	1	1901		OTIS ELEVATOR COMPANY	Yes	No	No	USD	01/13/2025	375.00
			12293	708699	Check	1	1907		PAN-O-GOLD BAKING CO.	Yes	No	No	USD	01/13/2025	253.12
			12294	708700	Check	1	1908		PAPA MURPHY'S	Yes	No	No	USD	01/13/2025	313.50
			12295	708701	Check	1	1909		PAPACITO'S	Yes	No	No	USD	01/13/2025	1,497.30
			12296	708702	Check	1	1954		PREMIUM WATERS, INC.	Yes	No	No	USD	01/13/2025	142.47
			12297	708703	Check	1	1974		R SCHOOL TODAY	Yes	No	No	USD	01/13/2025	2,100.00
			12298	708704	Check	1	1986		REDWOOD TOXICOLOGY LABORATO	Yes	No	No	USD	01/13/2025	28.96
			12307	708705	Check	1	2306		REGION 1	Yes	No	No	USD	01/13/2025	8,962.38
			12299	708706	Check	1	1996		RENNEBERG HARDWOODS	Yes	No	No	USD	01/13/2025	1,053.20
			12301	708707	Check	1	2049		SCHOLASTIC EQUIPMENT COMPANY,	Yes	No	No	USD	01/13/2025	460.00
			12311	708708	Check	1	3492		SCHULD, ERIC	Yes	No	No	USD	01/13/2025	1,269.94
			12300	708709	Check	1	2018		SQUIRES, WALDSPURGER & MACE, P.	Yes	No	No	USD	01/13/2025	595.33
			12302	708710	Check	1	2126		STEIN'S INC.	Yes	No	No	USD	01/13/2025	451.54
			12303	708711	Check	1	2139		SUMMIT FIRE PROTECTION	Yes	No	No	USD	01/13/2025	2,116.50
			12312	708712	Check	1	3570		SYHhealing	Yes	No	No	USD	01/13/2025	6,000.00
			12304	708713	Check	1	2225		UNRUH, GREGORY	Yes	No	No	USD	01/13/2025	110.00
			12305	708714	Check	1	2226		UPPER LAKES FOODS, INC.	Yes	No	No	USD	01/13/2025	8,981.97
			12313	708715	Check	1	3571		Viking Electric	Yes	No	No	USD	01/13/2025	155.00
			12306	708716	Check	1	2243		WAGONER PORTRAIT STUDIO	Yes	No	No	USD	01/13/2025	2,726.20
Bank Total: MW														\$204,382.30	
Report Total:														\$204,382.30	

SMART Finance

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 01/27/2025-01/27/2025 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
MW		12417	708799	Check	1	1035		ALLIANCE PEST PROTECTION	Yes	No	No	01/27/2025	60.00
		12418	708800	Check	1	1067		ARVIG	Yes	No	No	01/27/2025	1,067.50
		12419	708801	Check	1	1072		ASL INTERPRETING SERVICES, INC	Yes	No	No	01/27/2025	143.00
		12495	708802	Check	1	3621		Avantis Education Inc	Yes	No	No	01/27/2025	20,708.00
		12420	708803	Check	1	1091		BECKER COUNTY ENVIRONMENTAL	Yes	No	No	01/27/2025	384.00
		12421	708804	Check	1	1094		BECKER COUNTY TRANSIT	Yes	No	No	01/27/2025	225.00
		12422	708805	Check	1	1096		BELLAND, MELYSSA	Yes	No	No	01/27/2025	99.25
		12424	708806	Check	1	1143		BRENCO CORP.	Yes	No	No	01/27/2025	788.18
		12425	708807	Check	1	1161		BURLINGTON ENGLISH INC.	Yes	No	No	01/27/2025	960.00
		12426	708808	Check	1	1192		CENTRAL MARKET	Yes	No	No	01/27/2025	151.86
		12491	708809	Check	1	3155	REMIT	CENTRAL MCGOWAN	Yes	No	No	01/27/2025	123.55
		12427	708810	Check	1	1201		CITI CARGO & STORAGE	Yes	No	No	01/27/2025	295.00
		12428	708811	Check	1	1208	REMIT	COLE PAPERS	Yes	No	No	01/27/2025	543.48
		12423	708812	Check	1	1107		CWIKLA ACE HARDWARE	Yes	No	No	01/27/2025	71.58
		12429	708813	Check	1	1244		DACOTAH PAPER COMPANY	Yes	No	No	01/27/2025	3,308.23
		12430	708814	Check	1	1257		DECKER EQUIPMENT	Yes	No	No	01/27/2025	599.78
		12431	708815	Check	1	1277		DETROIT PAINT & GLASS CO.	Yes	No	No	01/27/2025	470.34
		12432	708816	Check	1	1300		DRIVEWAY SERVICE	Yes	No	No	01/27/2025	2,352.50
		12433	708817	Check	1	1305		EAST SIDE JERSEY DAIRY ESJD	Yes	No	No	01/27/2025	8,967.64
		12488	708818	Check	1	2718	REMIT	ECKROTH MUSIC	Yes	No	No	01/27/2025	13.95
		12434	708819	Check	1	1319		EHLERS	Yes	No	No	01/27/2025	3,825.00
		12435	708820	Check	1	1336	P.T.	ESSENTIA HEALTH	Yes	No	No	01/27/2025	3,570.00
		12436	708821	Check	1	1337		ESTR PUBLICATIONS	Yes	No	No	01/27/2025	68.60
		12437	708822	Check	1	1344		FAB WURX, INC.	Yes	No	No	01/27/2025	325.00
		12438	708823	Check	1	1349		FAR FROM NORMAL	Yes	No	No	01/27/2025	905.58
		12439	708824	Check	1	1358		FELDT PLUMBING LLP	Yes	No	No	01/27/2025	2,575.00
		12489	708825	Check	1	2896		FOUR HILLS FARMS INC	Yes	No	No	01/27/2025	4,117.50
		12440	708826	Check	1	1409		GERRELL'S SPORT CENTER	Yes	No	No	01/27/2025	2,755.00
		12476	708827	Check	1	2086		GMT, LLC	Yes	No	No	01/27/2025	6,312.00
		12441	708828	Check	1	1426		GRAINGER, INC.	Yes	No	No	01/27/2025	407.80
		12490	708829	Check	1	3012		GRAND FORKS PUBLIC SCHOOLS	Yes	No	No	01/27/2025	488.16
		12442	708830	Check	1	1432		GREEN'S PLUMBING & MODERN HEATII	Yes	No	No	01/27/2025	9,536.54
		12443	708831	Check	1	1487		HILLYARD / HUTCHINSON	Yes	No	No	01/27/2025	1,462.24
		12444	708832	Check	1	1511		HOUGH INC.	Yes	No	No	01/27/2025	3,188.70
		12445	708833	Check	1	1529		ICS CONSULTING, LLC -138006	Yes	No	No	01/27/2025	35,680.00
		12446	708834	Check	1	1551		INDEPENDENT EMERGENCY SERVICES	Yes	No	No	01/27/2025	53.85
		12447	708835	Check	1	1557		INNOVATIVE OFFICE SOLUTIONS, LLC	Yes	No	No	01/27/2025	40.90
		12448	708836	Check	1	1563		INTERQUEST DETECTION CANINES	Yes	No	No	01/27/2025	1,020.00
		12449	708837	Check	1	1569		J.W. PEPPER & SON, INC.	Yes	No	No	01/27/2025	174.00

SMART Finance

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 01/27/2025-01/27/2025 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	MW	12450	708838	Check	1	1601		JOHNSON CONTROLS	Yes	No	No	01/27/2025	725.40
		12496	708839	Check	1	3639		KULIK, TIM	Yes	No	No	01/27/2025	109.05
		12451	708840	Check	1	1638	REMIT	L&M FLEET SUPPLY, INC.	Yes	No	No	01/27/2025	534.04
		12452	708841	Check	1	1649		LAKES COUNTRY SERVICE CO-OP	Yes	No	No	01/27/2025	4,031.27
		12453	708842	Check	1	1690		MAAE	Yes	No	No	01/27/2025	150.00
		12454	708843	Check	1	1695		MACKIN EDUCATION RESOURCES	Yes	No	No	01/27/2025	1,122.32
		12459	708844	Check	1	1772	REMIT	MASBO	Yes	No	No	01/27/2025	40.00
		12487	708845	Check	1	2598		MATT'S MOBILE DIESEL SERVICE	Yes	No	No	01/27/2025	270.00
		12455	708846	Check	1	1736		MENARDS - DETROIT LAKES	Yes	No	No	01/27/2025	197.81
		12456	708847	Check	1	1739	REMIT	METROPOLITAN MECHANICAL CONTR	Yes	No	No	01/27/2025	3,828.70
		12457	708848	Check	1	1745		MIDWEST BUS PARTS	Yes	No	No	01/27/2025	102.56
		12458	708849	Check	1	1764		MINNKOTA RECYCLING	Yes	No	No	01/27/2025	35.40
		12484	708850	Check	1	2353		MN DEPT OF EMPLOYMENT & ECONOM	Yes	No	No	01/27/2025	9,624.07
		12494	708851	Check	1	3596		MnACTE-FOR ALL	Yes	No	No	01/27/2025	200.00
		12485	708852	Check	1	2420	REMIT	MRI SOFTWARE LLC	Yes	No	No	01/27/2025	26.00
		12492	708853	Check	1	3234		MYNA THERAPHY SERVICES, PLLC	Yes	No	No	01/27/2025	22,320.00
		12460	708854	Check	1	1831	REMIT	NAPA CENTRAL	Yes	No	No	01/27/2025	23.30
		12461	708855	Check	1	1850		NERESON AUTOMOTIVE INC.	Yes	No	No	01/27/2025	124.49
		12462	708856	Check	1	1907		PAN-O-GOLD BAKING CO.	Yes	No	No	01/27/2025	736.93
		12463	708857	Check	1	1908		PAPA MURPHY'S	Yes	No	No	01/27/2025	1,183.00
		12464	708858	Check	1	1911		PAR INC.	Yes	No	No	01/27/2025	667.44
		12465	708859	Check	1	1920		PEPSI	Yes	No	No	01/27/2025	4,742.49
		12466	708860	Check	1	1954		PREMIUM WATERS, INC.	Yes	No	No	01/27/2025	93.88
		12467	708861	Check	1	1978		RAMSEY FLOORING, INC.	Yes	No	No	01/27/2025	450.00
		12468	708862	Check	1	1980		RDO EQUIPMENT CO.	Yes	No	No	01/27/2025	2,752.84
		12469	708863	Check	1	1983		RED RIVER GLAZING, INC	Yes	No	No	01/27/2025	2,146.00
		12483	708864	Check	1	2306		REGION 1	Yes	No	No	01/27/2025	107.00
		12470	708865	Check	1	1996		RENNEBERG HARDWOODS	Yes	No	No	01/27/2025	1,272.88
		12471	708866	Check	1	2014		ROTARY CLUB OF DETROIT LAKES NC	Yes	No	No	01/27/2025	219.00
		12486	708867	Check	1	2497		S & G DISTRIBUTIONS	Yes	No	No	01/27/2025	50.00
		12472	708868	Check	1	2023		SAAFE, LLC	Yes	No	No	01/27/2025	2,950.00
		12473	708869	Check	1	2027		SANDBAR 2, LLC.	Yes	No	No	01/27/2025	300.00
		12474	708870	Check	1	2047		SCHOENBERGER, JENNA	Yes	No	No	01/27/2025	241.94
		12475	708871	Check	1	2074		SEPTIC VAC	Yes	No	No	01/27/2025	150.00
		12497	708872	Check	1	3641		SPECHT, STACY	Yes	No	No	01/27/2025	25.00
		12498	708873	Check	1	3642		SPLONSKOWSKI, JENNIFER	Yes	No	No	01/27/2025	25.00
		12477	708874	Check	1	2149		SWANSON'S REPAIR	Yes	No	No	01/27/2025	27.56
		12493	708875	Check	1	3570		SYHhealing	Yes	No	No	01/27/2025	7,000.00
		12478	708876	Check	1	2203		TROPHY HOUSE	Yes	No	No	01/27/2025	50.00

SMART Finance

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 01/27/2025-01/27/2025 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
MW		12479	708877	Check	1	2226		UPPER LAKES FOODS, INC.	Yes	No	No	01/27/2025	29,054.87
		12480	708878	Check	1	2244		WALKER BOOKSTORE	Yes	No	No	01/27/2025	2,199.89
		12481	708879	Check	1	2252		WEBBER FAMILY MOTORS	Yes	No	No	01/27/2025	62.29
		12482	708880	Check	1	2255	REMIT	WENGER CORPORATION	Yes	No	No	01/27/2025	1,047.84
		12499	708881	Check	1	3643		ZURN, REBECCA	Yes	No	No	01/27/2025	25.00
Bank Total: MW													\$218,883.97
Report Total:													\$218,883.97

HAND PAYABLES SUMMARY (DECEMBER 2024)

Bank	Pmt No	Check No	Pay Type	Vendor	Date	Amount
MW	11948		Wire	METLIFE	12/3/24	\$ 6,564.84
MW	11980		Wire	WEX HEALTH INC - HSA/FLEX	12/10/24	\$ 16,167.41
MW	11981		Wire	PUBLIC EMPLOYEES RETIREMENT ASSOC	12/10/24	\$ 44,420.27
MW	11982		Wire	MN TEACHERS RETIREMENT ASSOC.	12/10/24	\$ 134,404.33
MW	11983		Wire	MINNESOTA STATE RETIREMENT SYS	12/10/24	\$ 14,049.90
MW	11984		Wire	AVIBEN	12/10/24	\$ 39,750.75
MW	11985		Wire	BIX PRODUCE	12/10/24	\$ 3,328.82
MW	11986		Wire	CAPITAL ONE TRADE CREDIT	12/10/24	\$ 60.71
MW	11987		Wire	CITY OF DETROIT LAKES	12/10/24	\$ 1,045.92
MW	11988		Wire	CONSTELLATION NEW ENERGY GAS D	12/10/24	\$ 1,426.06
MW	11989		Wire	DETROIT LAKES DISPOSAL	12/10/24	\$ 4,971.67
MW	11990		Wire	MINNESOTA ENERGY RESOURCES	12/10/24	\$ 1,080.70
MW	11991		Wire	PERFORMANCE FOODSERVICE	12/10/24	\$ 11,107.64
MW	11992		Wire	SYSCO NORTH DAKOTA, INC	12/10/24	\$ 8,275.18
MW	11993		Wire	LAKES COUNTRY SERVICE CO-OP INSURANCE POOL	12/10/24	\$ 385,415.28
MW	12033		Wire	BIX PRODUCE	12/12/24	\$ 6,505.14
MW	12034		Wire	MINNESOTA ENERGY RESOURCES	12/12/24	\$ 54.48
MW	12035		Wire	MINNESOTA ENERGY RESOURCES	12/12/24	\$ 435.37
MW	12036		Wire	MINNESOTA ENERGY RESOURCES	12/12/24	\$ 707.62
MW	12037		Wire	MINNESOTA ENERGY RESOURCES	12/12/24	\$ 110.75
MW	12038		Wire	PERFORMANCE FOODSERVICE	12/12/24	\$ 2,415.67
MW	12042		Wire	INTERNAL REVENUE SERVICE	12/13/24	\$ 218,422.40
MW	12043		Wire	MN DEPT OF REVENUE -PAYROLL TAXES	12/13/24	\$ 35,260.88
MW	12147		Wire	CITY OF DETROIT LAKES	12/18/24	\$ 16,571.02
MW	12148		Wire	CITY OF DETROIT LAKES	12/18/24	\$ 191.02
MW	12149		Wire	CITY OF DETROIT LAKES	12/18/24	\$ 261.60
MW	12150		Wire	CITY OF DETROIT LAKES	12/18/24	\$ 5,625.25
MW	12151		Wire	MINNESOTA ENERGY RESOURCES	12/18/24	\$ 104.87
MW	12152		Wire	PERFORMANCE FOODSERVICE	12/18/24	\$ 1,975.78
MW	12153		Wire	AMAZON	12/19/24	\$ 15,051.08
MW	12154		Wire	BIX PRODUCE	12/20/24	\$ 1,891.82
MW	12155		Wire	MINNESOTA ENERGY RESOURCES	12/20/24	\$ 564.93
MW	12158		Wire	WEX HEALTH INC - HSA/FLEX	12/20/24	\$ 15,969.91
MW	12159		Wire	PUBLIC EMPLOYEES RETIREMENT ASSOC	12/20/24	\$ 38,919.22
MW	12160		Wire	MN TEACHERS RETIREMENT ASSOC.	12/20/24	\$ 132,942.16
MW	12161		Wire	MINNESOTA STATE RETIREMENT SYS	12/20/24	\$ 14,074.90
MW	12162		Wire	AVIBEN	12/20/24	\$ 39,504.85
MW	12163		Wire	BREMER BANK CC	12/20/24	\$ 9,803.66
MW	12164		Wire	INTERNAL REVENUE SERVICE	12/30/24	\$ 250,574.17
MW	12165		Wire	MN DEPT OF REVENUE -PAYROLL TAXES	12/30/24	\$ 41,859.83
MW	12178		Wire	ARVIG COMMUNICATION SYSTEMS	12/30/24	\$ 123.95
MW	12179		Wire	ARVIG COMMUNICATION SYSTEMS	12/30/24	\$ 560.83
MW	12180		Wire	CITY OF DETROIT LAKES	12/30/24	\$ 251.61
MW	12181		Wire	CITY OF DETROIT LAKES	12/30/24	\$ 214.76
MW	12182		Wire	CITY OF DETROIT LAKES	12/30/24	\$ 16,167.41
MW	12183		Wire	CITY OF DETROIT LAKES	12/30/24	\$ 1,014.89
MW	12184		Wire	CITY OF DETROIT LAKES	12/30/24	\$ 1,212.82
MW	12185		Wire	CITY OF DETROIT LAKES	12/30/24	\$ 407.37
MW	12186		Wire	LAKES COMMUNITY COOPERATIVE	12/30/24	\$ 3,417.68
MW	12187		Wire	MINNESOTA ENERGY RESOURCES	12/30/24	\$ 2,035.71
MW	12188		Wire	MINNESOTA ENERGY RESOURCES	12/30/24	\$ 6,000.36
MW	12189		Wire	MINNESOTA ENERGY RESOURCES	12/30/24	\$ 389.07
MW	12190		Wire	MINNESOTA ENERGY RESOURCES	12/30/24	\$ 1,726.24
MW	12191		Wire	PERFORMANCE FOODSERVICE	12/30/24	\$ 3,601.63
MW	12192		Wire	VERIZON WIRELESS	12/30/24	\$ 555.96
MW	12193		Wire	VERIZON WIRELESS	12/30/24	\$ 639.26
MW	12194		Wire	MIDCO COMMUNICATIONS	12/30/24	\$ 60.00
MW	12195		Wire	MIDCO COMMUNICATIONS	12/30/24	\$ 60.00
MW	12196		Wire	MIDCO COMMUNICATIONS	12/30/24	\$ 60.00
MW	12197		Wire	MIDCO COMMUNICATIONS	12/30/24	\$ 60.00
MW	12198		Wire	MIDCO COMMUNICATIONS	12/30/24	\$ 60.00
MW	12199		Wire	MIDCO COMMUNICATIONS	12/30/24	\$ 60.00
MW	12200		Wire	MIDCO COMMUNICATIONS	12/30/24	\$ 660.12
MW	12201		Wire	MIDCO COMMUNICATIONS	12/30/24	\$ 60.00
MW	12202		Wire	METLIFE	12/30/24	\$ 6,807.03
MW	12203		Wire	WEX HEALTH INC - HSA/FLEX	12/30/24	\$ 15,888.88
MW	12204		Wire	AVIBEN	12/30/24	\$ 39,604.69
MW	12205		Wire	BIX PRODUCE	12/31/24	\$ 1,314.16
MW	12206		Wire	CONSTELLATION NEW ENERGY GAS D	12/31/24	\$ 2,636.84
MW	12207		Wire	MN DEPT OF LABOR AND INDUSTRY	12/31/24	\$ 1,740.96
MW	12208		Wire	PERFORMANCE FOODSERVICE	12/31/24	\$ 3,151.83
MW	12209		Wire	QUADIENT FINANCE (POSTAGE)	12/31/24	\$ 1,000.00
MW	12210		Wire	MN DEPT OF REVENUE -SALES TAX	12/31/24	\$ 1,081.00
MW	12211		Wire	MIDWEST BANK	12/31/24	\$ 100.00
MW	12212		Wire	MIDWEST BANK	12/31/24	\$ 10.00
MW	12213		Wire	MIDWEST BANK	12/31/24	\$ 48.00
MW	12214		Wire	MIDWEST BANK	12/31/24	\$ 16.00

MW	12215		Wire	MIDWEST BANK	12/31/24	\$	4.00
MW	12216		Wire	MIDWEST BANK	12/31/24	\$	10.00
MW	12217		Wire	AUTHORIZE.NET GATEWAY BILLING	12/31/24	\$	10.00
MW	12218		Wire	VANTIV BILLING / WORLDPAY	12/31/24	\$	154.16
MW	12219		Wire	REVTRAK	12/31/24	\$	29.95
MW	12220		Wire	TRANSFIRST AFFINETY	12/31/24	\$	1,573.01
MW	12221		Wire	WEX HEALTH INC	12/31/24	\$	442.75
MW	12222		Wire	WEX HEALTH INC	12/31/24	\$	14,209.77
MW	12223		Wire	USPS.COM	12/31/24	\$	284.78
MW	12224		Wire	ARUX SOFTWARE, INC	12/31/24	\$	299.00
MW	10693	707422	Check	AUTO VALUE DETROIT LAKES	12/18/24	\$	(18.45)
MW	11461	708078	Check	WAYZATA HIGH SCHOOL	12/20/24	\$	(420.00)
MW	11792	708336	Check	CASEY'S	12/2/24	\$	(220.00)
MW	11804	708347	Check	PALUBICKI, MEGHAN	12/2/24	\$	(60.00)
MW	11949	708442	Check	AAKRE, ANNA	12/3/24	\$	103.60
MW	11969	708443	Check	ARD, LORI	12/3/24	\$	215.20
MW	11959	708444	Check	BARTUNEK, BRYCE	12/3/24	\$	155.00
MW	11973	708445	Check	BEACHY, ELI	12/3/24	\$	150.00
MW	11958	708446	Check	BENHAM, RICK	12/3/24	\$	207.26
MW	11950	708447	Check	BLUE 84 SPIRIT	12/3/24	\$	549.00
MW	11963	708448	Check	CAMRUD, CONNOR	12/3/24	\$	60.00
MW	11960	708449	Check	ENGEL, ROD	12/3/24	\$	155.00
MW	11951	708450	Check	FODE, STEVEN	12/3/24	\$	60.00
MW	11952	708451	Check	FODE, STEVEN	12/3/24	\$	60.00
MW	11970	708452	Check	FOUR HILLS FARMS INC	12/3/24	\$	3,292.50
MW	11966	708453	Check	GRAHAM, HUNTER	12/3/24	\$	155.00
MW	11965	708454	Check	GULER, BRIAN	12/3/24	\$	150.00
MW	11961	708455	Check	HAUKEBO, BETTY	12/3/24	\$	227.26
MW	11953	708456	Check	JENSEN, NICOLE	12/3/24	\$	86.88
MW	11954	708457	Check	JOHNSON, JESSICA	12/3/24	\$	95.54
MW	11964	708458	Check	KIPPEN, JACK	12/3/24	\$	172.00
MW	11964	708458	Check	KIPPEN, JACK	12/18/24	\$	(172.00)
MW	11978	708459	Check	KLUNDT, TYLER	12/3/24	\$	236.00
MW	11978	708459	Check	KLUNDT, TYLER	12/18/24	\$	(236.00)
MW	11971	708460	Check	LINDBERG, JAN-ERIK	12/3/24	\$	150.00
MW	11957	708461	Check	MURPHY, BLAKE	12/3/24	\$	172.00
MW	11957	708461	Check	MURPHY, BLAKE	12/18/24	\$	(172.00)
MW	11955	708462	Check	OLANDER BUS SERVICE INC.	12/3/24	\$	206,977.00
MW	11972	708463	Check	OLSEN, JESSIE	12/3/24	\$	139.02
MW	11967	708464	Check	PALUBICKI, MEGHAN	12/3/24	\$	240.76
MW	11968	708465	Check	PALUBICKI, MEGHAN	12/3/24	\$	240.76
MW	11976	708466	Check	PERHAM HIGH SCHOOL	12/3/24	\$	250.00
MW	11975	708467	Check	PETERSON, DARREL	12/3/24	\$	155.00
MW	11979	708468	Check	RASMUSSEN, EMMA	12/3/24	\$	235.30
MW	11956	708469	Check	SCHULTZ BUS COMPANY	12/3/24	\$	122,439.38
MW	11977	708470	Check	STOCKERT, ARLENE	12/3/24	\$	457.60
MW	11974	708471	Check	TALBERT, DAYTON	12/3/24	\$	17.87
MW	11962	708472	Check	WINTER, AMY	12/3/24	\$	175.00
MW	11994	708473	Check	ANDERSON COACH OF FRAZEE, INC.	12/10/24	\$	8,031.80
MW	12017	708474	Check	ASKEGAARD, MASON	12/10/24	\$	150.00
MW	12018	708475	Check	ASKEGAARD, MASON	12/10/24	\$	150.00
MW	12018	708475	Check	ASKEGAARD, MASON	12/18/24	\$	(150.00)
MW	11995	708476	Check	BARBERG, JENNIFER	12/10/24	\$	608.29
MW	12013	708477	Check	BIRKELAND, TIM	12/10/24	\$	155.00
MW	12007	708478	Check	BURNS, STEVE	12/10/24	\$	246.70
MW	12008	708479	Check	CAMRUD, CONNOR	12/10/24	\$	60.00
MW	11996	708480	Check	CENTRAL MARKET	12/10/24	\$	1,442.11
MW	11997	708481	Check	ELSMORE AQUATIC	12/10/24	\$	627.95
MW	11998	708482	Check	FODE, STEVEN	12/10/24	\$	120.00
MW	12023	708483	Check	GERIS, CHUCK	12/10/24	\$	282.00
MW	12015	708484	Check	GULER, BRIAN	12/10/24	\$	150.00
MW	12009	708485	Check	HANSEN, HANNAH	12/10/24	\$	175.00
MW	12025	708486	Check	HARDING, LAURA	12/10/24	\$	147.00
MW	11999	708487	Check	HEFTA, REED	12/10/24	\$	85.80
MW	12010	708488	Check	ISD #544	12/10/24	\$	200.00
MW	12024	708489	Check	JOHNSON, IAN	12/10/24	\$	226.00
MW	12000	708490	Check	JOHNSON, JACOB	12/10/24	\$	104.15
MW	12030	708491	Check	KILMER, ELLIE	12/10/24	\$	75.00
MW	12014	708492	Check	KIPPEN, JACK	12/10/24	\$	202.00
MW	12011	708493	Check	LAFRINIERE, TORI	12/10/24	\$	75.00
MW	12001	708494	Check	LAKER LOCKER	12/10/24	\$	720.00
MW	12016	708495	Check	MINNESOTA BAND DIRECTORS ASSOCIATION	12/10/24	\$	105.00
MW	12027	708496	Check	MOORMAN, MELISSA	12/10/24	\$	255.00
MW	12026	708497	Check	MOORMAN, SONJA	12/10/24	\$	155.00
MW	12021	708498	Check	MORENO, LUIS	12/10/24	\$	85.42
MW	12006	708499	Check	MURPHY, BLAKE	12/10/24	\$	314.00
MW	12020	708500	Check	NELSON, MAC	12/10/24	\$	96.00
MW	12002	708501	Check	OCHSNER, NATHAN	12/10/24	\$	414.31
MW	12003	708502	Check	OLK, MARSHA	12/10/24	\$	10,488.00
MW	12022	708503	Check	OMBERG, NICK	12/10/24	\$	120.00
MW	12031	708504	Check	REINERTSON, PERRY	12/10/24	\$	150.00
MW	12004	708505	Check	RIDDELL / ALL AMERICAN SPORTS	12/10/24	\$	39.82
MW	12032	708506	Check	RIEWER, PRESTON	12/10/24	\$	150.00
MW	12012	708507	Check	SAVARY, DYLAN	12/10/24	\$	155.00

MW	12019	708508	Check	SOLUM, BRADY	12/10/24	\$	150.00
MW	12005	708509	Check	SOLUM, RACHEL	12/10/24	\$	111.25
MW	12028	708510	Check	ZWEBER, KATE	12/10/24	\$	115.00
MW	12029	708511	Check	ZWEBER, ZOE	12/10/24	\$	305.00
MW	12041	708512	Check	FM HOCKEY OFFICIALS	12/12/24	\$	1,687.86
MW	12040	708513	Check	SNOBLE, SCOTT	12/12/24	\$	287.16
MW	12039	708514	Check	WELLER, BRENT	12/12/24	\$	268.82
MW	12046	708515	Check	AFSCME COUNCIL 65	12/13/24	\$	278.61
MW	12044	708516	Check	AMERICAN FAMILY LIFE ASSURANCE CO	12/13/24	\$	165.56
MW	12048	708517	Check	D. L. ATHLETIC FOUNDATION	12/13/24	\$	115.00
MW	12049	708518	Check	D.L. PUBLIC EDUC FOUNDATION	12/13/24	\$	30.00
MW	12053	708519	Check	MESSERLI & KRAMER P.A.	12/13/24	\$	213.69
MW	12045	708520	Check	MINNESOTA CHILD SUPPORT	12/13/24	\$	534.90
MW	12051	708521	Check	MN SCHOOL EMPLOYEES ASSOC.	12/13/24	\$	131.90
MW	12052	708522	Check	ND CHILD SUPPORT DIVISION	12/13/24	\$	429.50
MW	12050	708523	Check	SUPPORT PAYMENT CLEARINGHOUSE	12/13/24	\$	335.91
MW	12047	708524	Check	UNITED WAY OF BECKER COUNTY	12/13/24	\$	106.00
MW	12132	708603	Check	BELLAND, MELYSSA	12/18/24	\$	300.00
MW	12146	708604	Check	BOISE FORT TRIBAL COUNCIL	12/18/24	\$	100.00
MW	12138	708605	Check	BURNSIDE, LILY	12/18/24	\$	100.00
MW	12133	708606	Check	CAULFIELD STUDIO	12/18/24	\$	660.00
MW	12134	708607	Check	CENTRAL MARKET	12/18/24	\$	204.89
MW	12145	708608	Check	HARDING, LAURA	12/18/24	\$	60.00
MW	12135	708609	Check	LAKER LOCKER	12/18/24	\$	766.00
MW	12142	708610	Check	LONGWEEKEND SPORTSWEAR	12/18/24	\$	1,642.00
MW	12139	708611	Check	MN FFA ASSOCIATION	12/18/24	\$	40.00
MW	12140	708612	Check	MN FFA ASSOCIATION	12/18/24	\$	275.00
MW	12136	708613	Check	NOAH, BENJAMIN	12/18/24	\$	974.41
MW	12141	708614	Check	OLSON, DARRELL	12/18/24	\$	150.00
MW	12143	708615	Check	PIERZ HEALY HIGH SCHOOL	12/18/24	\$	200.00
MW	12137	708616	Check	SLACK, DEB	12/18/24	\$	177.00
MW	12144	708617	Check	SWANSON, TRENT	12/18/24	\$	140.82
MW	12156	708618	Check	COWBOY JACKS BLOOMINGTON	12/20/24	\$	479.00
MW	12157	708619	Check	MADISON NATIONAL LIFE INSURANCE	12/20/24	\$	4,607.18
MW	12168	708620	Check	AFSCME COUNCIL 65	12/30/24	\$	278.61
MW	12166	708621	Check	AMERICAN FAMILY LIFE ASSURANCE CO	12/30/24	\$	165.56
MW	12170	708622	Check	D. L. ATHLETIC FOUNDATION	12/30/24	\$	115.00
MW	12174	708623	Check	D.L. EDUCATION MINNESOTA (PARA)	12/30/24	\$	1,343.40
MW	12173	708624	Check	D.L. EDUCATION MINNESOTA (TEACHER)	12/30/24	\$	19,147.58
MW	12171	708625	Check	D.L. PUBLIC EDUC FOUNDATION	12/30/24	\$	30.00
MW	12177	708626	Check	MESSERLI & KRAMER P.A.	12/30/24	\$	261.50
MW	12167	708627	Check	MINNESOTA CHILD SUPPORT	12/30/24	\$	534.90
MW	12175	708628	Check	MN SCHOOL EMPLOYEES ASSOC.	12/30/24	\$	130.99
MW	12176	708629	Check	ND CHILD SUPPORT DIVISION	12/30/24	\$	429.50
MW	12172	708630	Check	SUPPORT PAYMENT CLEARINGHOUSE	12/30/24	\$	335.91
MW	12169	708631	Check	UNITED WAY OF BECKER COUNTY	12/30/24	\$	106.00

TOTAL

\$

2,053,598.58

PERSONNEL AGENDA

January 27, 2025

1) **Resignations:**

Aurian Bennett– Lincoln Food Service Worker, effective December 28, 2024.

Craig Blank– Roosevelt Head Custodian, effective January 5, 2025.

Cami Eckhoff– Middle School Track Coach, effective January 8, 2025.

Olivia Gravelle– ABE Instructor, effective January 3, 2025.

Megan Klair– High School Track Coach, effective December 10, 2024.

Emma Mejia– Girls Head Softball Coach, effective December 16, 2024.

Peter Paulson– Track Coach, effective January 16, 2025.

2) **Retirements:**

Carolyn Hoff– Rossman Special Education Teacher, effective end of 24-25 School Year.

3) **Appointments:**

Amya Gilmore– Roosevelt Paraprofessional, at the rate of \$17.00 per hour, working 29.75 hours per week, effective January 27, 2025.

Joseph Grove– Middle School Custodian, at the rate of \$19.90 per hour with \$1.00 per hour differential pay, working 40 hours per week, effective January 20, 2025.

Samantha Gruis– High School Academy Ambassador Advisor, at the rate of \$900.46 per season, effective September 3, 2024.

Lori Haspel– High School Food Service Worker, at the rate of \$17.25 per hour, working up to 16 hours per week, effective January 13, 2025.

Trevor Hockett– High School Groundskeeper/Custodian, at the rate of \$19.90 per hour, working 40 hours per week, effective January 27, 2025.

Taylor Johnson– Roosevelt Paraprofessional, at the rate of \$10.00 per hour, working 29.75 hours per week, effective January 15, 2025

MacKenzi Kuehl– Lincoln ECSE Para, at the rate of \$17.00 per hour, working 37.5 hours per week, effective January 15, 2025.

Tatum Borah (Mercer)-- Lake Transitions Project LIFE Skills Trainer, at the rate of \$17.00 per hour, working 29.75 hours per week, effective January 15, 2025.

Greta Moen-Oak– Rossman Long Term Substitute, rate of pay is per sub contract, effective February 24, 2025.

Ashley Pinske– Rossman Special Education Para, at the rate of \$17.00 per hour, working 37.5 hours per week, effective January 24, 2025.

Jill Stroburg– Roosevelt Paraprofessional, at the rate of \$17.00 per hour, working 37 hours per week, effective January 23, 2025.

Jessica Stuewe– Middle School Girls Track Coach, at the rate of \$2,026.04 per season, effective March 31, 2025.

Darin Zimmerman– Middle School Boys Basketball Coach, at the rate of \$2,582.90 per season, effective January 6, 2024.

4) **Amended Assignment:**

Kaitlin Kellerhuis– Special Education Para is amending her assignment from Rossman to the High School, effective January 6, 2025.

5) **Leave of Absence:**

Ruby Finch– Rossman Para is requesting a leave of absence from January 6, 2025 through February 12, 2025.

6) **Terminations:**

Date Adopted: 12/15/1986	File Number: Detroit Lakes Policy - 491
Date Revised: 01/10/00; 12/08/08; 03/08/10; 08/14/17; 1/24/22, <u>2/24/25</u>	

491 - STAFF TRAVEL

GENERAL PROCEDURES

This policy applies to all staff on the payroll of District #22 and those individual authorized by school board action to be compensated for mileage or other travel costs in the conduct of school district business.

Prior approval (authorization) must be granted in writing (electronic time off request or other means) by the individual's supervisor and the Superintendent or designee prior to the actual incurrence of expenses and shall be subject to funds allocated for these purposes in the budget. Exceptions will be made to this condition providing the travel request bears written approval by the Superintendent.

Each claim for expenses for travel shall be certified by the claimant's signature [1] or through the electronic submission via SMART eR that the expense is just and correct and that no part has been paid by District #22.

The supervisor's (or other appointed authority's) approval of reimbursement in SMART eR signature on the claimant's expense report [2] for payment for such expenses will be considered evidence of approval of each expense item.

~~Travel advances will be authorized by the Superintendent or Director of Finance & Operations from the Contingency Fund. Advances will be allowed for the full cost of lodging and commercial transportation. District #22 personnel shall submit supportive documentation for reimbursement of allowance for hotel/motel accommodations and commercial transportation. There will be no advances for mileage or meals.~~ [3]

Receipts will be required for certain expenses to be reimbursed. These include receipts for parking fees, registration costs, hotel/motel accommodations, meals, car rental, and incidental supply costs incurred while performing the duties for the school. Costs for bus, taxi, or mileage do not require a receipt, but must be documented on the reimbursement request submitted via SMART eR expense report [4] stating dates as well as to/from destination.

All expense reports to be reimbursed will be submitted with receipts (as required above) through SmartEr [5] ~~and forwarded to the business office~~ in a timely fashion. Such reports will be signed and dated [6] by the supervisor prior to submission to the business office.

The procedure for travel reimbursement should follow the following steps: 1) Budget for the expense, 2) Obtain budget approval, 3) Submit request for travel, 4) Authorization by supervisor and Superintendent or designee, 5) Travel advance and/or reservation of district vehicle, 6) Travel as planned, 7) Submit reimbursement expense report with receipts through SMART eR [7] ~~to supervisor, 8) Submit expense report with receipts to business office,~~ 9) Expenses reimbursed to claimant.

INSURANCE

It shall be the responsibility of the employee to immediately notify the Business Office of an accident involving an employee, regardless of whether a district-owned vehicle is used.

When using a personal vehicle, it shall be the responsibility of the employee to maintain and be able to furnish proof of adequate automobile liability insurance at least in the minimum amounts prescribed by law.

AUTOMOBILE LEASING/RENTAL

District #22 will reimburse a claimant for car leasing/rental expenses, when a district vehicle, taxi, or bus is not possible, and the use of rental car or other common carrier is the best or least expensive method of transportation.

The type of vehicle rented must be appropriate for its intended use.

District #22 will reimburse user of costs of car rental to include the cost of insurance.

USE OF DISTRICT-OWNED VEHICLES

District personnel may utilize district-owned or leased vehicles, when available, when travel is required to conduct school business. Vehicles are to be reserved by completing a Field Trip Form [via our online transportation on our online infofinder](#)^[8] system. A mileage log and pre-trip inspection is provided in each vehicle and must be completed by the vehicle operator for each use. It is the responsibility of the person to whom the vehicle is assigned that the vehicle is refueled and clean after use. Report any and all vehicle malfunctions immediately to the Transportation/Business Office so that they are remedied.

USE OF PRIVATELY-OWNED VEHICLES

District #22 will reimburse district personnel for use of their personal vehicle up to the rate consistent with ~~Board Policy and~~ IRS rules and regulations governing tax exempt travel reimbursement.

The use of a privately-owned vehicle shall be approved in advance by the supervisor or the Superintendent or designee for mileage incurred to be reimbursable.

The reimbursement for use of a privately-owned vehicle described in this section shall not allow additional reimbursement for cost incurred in the operation of any vehicle other than mileage rates as set forth, except that parking and toll expenses may be reimbursed. Traffic tickets, damage to a privately-owned vehicle, repair work, gas and oil, and other incidental costs attributable to the operation of the vehicle shall not be the responsibility of the school district.

The school district has hired vehicle and non-owned vehicle insurance to indemnify the district in the event of an accident involving a staff member using the employee's personal vehicle. However, employees using their own vehicle for school approved travel have "primary" legal responsibility in the event of an accident resulting in property damage or injury to passengers. In the event of an accident, worker's compensation may have some responsibility for employee only, but not students or non-employees who are passengers. Minnesota uses the no-fault law for automobile insurance. It is the employee's responsibility to review the adequacy of the limits of their personal automobile insurance coverage. This District does not allow transporting students in privately owned vehicles except in the case of an emergency.

AIR TRAVEL AND COMMERCIAL TRANSPORTATION

District employees may travel either in-state or out-of-state by commercial carrier when authorized in advance by the school board or the Superintendent. Air transportation shall be by coach class except in those

instances when unavailable. District employees may elect to fly via the local airlines to the metro area, but the reimbursement for said travel shall not exceed the comparative cost of said trip using school district vehicle and allowance for meals and hotel accommodations and take into consideration all the other related expense of travel requests.

MEALS

District #22 employees may claim reimbursement up to the actual amount paid for meals including tax and gratuities, when on approved travel, but shall not exceed the reimbursement rate established by the district including tax and gratuities. Any exceptions to the meal allowance must be approved by the supervisor and Superintendent. Receipts shall be required to document the actual meal expense and shall be attached to the report of travel expenses.

An employee on travel status between the employee's work station and a field assignment may claim reimbursement for meals under the following circumstances.

- A. Breakfast: providing the employee leaves home before 7:00 a.m. and is away from home residence, or acting as the official school representative to a school district interest, when meetings are held in Detroit Lakes.
- B. Noon Meal: employee may be reimbursed for noon meals, if the employee is on travel status outside the school district boundaries after 11:00 and not scheduled to return before 1:00 in the afternoon or acting as the official school representative to a school district interest, when meetings are held in Detroit Lakes.
- C. Dinner: providing such employee returns home after 7:00 p.m. or acting as the official school representative to a school district interest, when meetings are held in Detroit Lakes.

The District shall reimburse the employee up to the actual cost of meals limited to the amounts listed below for meals including tax and gratuities.

MEALS	BREAKFAST	NOON	DINNER
	\$ 16.00 13.00	\$ 19.00 16.00	\$ 28.00 26.00

The District shall reimburse an employee the actual cost (not subject to the limits above) for official breakfast, luncheon, or dinner banquet meeting and the cost of registration fee as may be required as part of an official function. A receipt shall be attached to the report of travel expenses to document the actual cost of the banquet.

HOTEL/MOTEL LODGING

When selecting lodging accommodations, employees shall use good judgment and consider the cost of hotel/motel accommodations and obtain approval from their supervisor prior to booking the lodging. District #22 personnel shall submit supportive documentation for reimbursement of hotel and motel accommodations. Choice of accommodations should be made in good judgment in regards to what is reasonable and consistent with what facilities are available. Receipts are required for all lodging claims to be reimbursed.

DETROIT LAKES

LAKERS



25-26 DISTRICT CALENDAR

August 18-19	New Teacher Inservice
August 25-28	Teacher Inservice
August 29	K-12 Open House
September 1	Labor Day • No School
September 2	First Day of School PK-12
October 13	HS/MS P/T Conferences
October 14	Elementary P/T Conferences
October 15	K-8 No School; P/T Conferences; 9-12 In Session
October 16-17	Fall Break- No School
October 29	Early Dismissal
October 31	End of 1st Quarter
November 10	Teacher Inservice-No School
November 21	End of 1st Trimester
November 24	HS P/T Conferences
November 26	Early Dismissal
November 27-28	Holiday- No School
December 23	Early Dismissal 1:00pm
December 24	Winter Break Begins
January 1-2	Winter Break- No School
January 16	End of 2nd Quarter/ 1st Semester
January 21	Early Dismissal
February 12	Early Dismissal
February 13-16	Holiday No School
February 17	Teacher Inservice- No School
February 23	HS P/T Conferences
February 26	End of 2nd Trimester
March 9	MS P/T Conferences
March 10	Elementary P/T Conferences
March 11	K-8 No School; P/T Conferences; 9-12 In Session
March 12-13	Spring Break No School
March 20	End of 3rd Quarter
March 23	HS P/T Conferences
April 3-6	Holiday No School
May 21	Last Day of School
May 21	Last day of Semester/Trimester/Quarter
May 22	Teacher Inservice-No School
May 25	Holiday No School
May 22, 26-29	Potential Makeup Days
June 19	Holiday District Closed

KEY	
	New Teacher Inservice 168 Student Contact Days
	Teacher Inservice 9 Teacher Inservice/Conferences
	Early Dismissal Day 177 Teacher Contract Days
	Holidays Offices Closed 1 August 1-Sept 1; K-8 Teacher Floating day
	K-8 No School • 9-12 Open
	No School
	P/T Conferences
	End of semester/Trimester
	Beginning/Ending Days

OFFICES CLOSED:	
July 4th, Labor Day, Thanksgiving Eve & Day, Christmas Eve & Day, New Years Eve & Day, Good Friday, Memorial Day, Juneteenth	

July • 2025							January • 2026						
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August • 2025							February • 2026						
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September • 2025							March • 2026						
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October • 2025							April • 2026						
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November • 2025							May • 2026						
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December • 2025							June • 2026						
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DETROIT LAKES

LAKERS



25-26 DISTRICT CALENDAR

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May 21	Last day of Semester/Trimester/Quarter
May 22	Teacher Inservice-No School
May 25	Holiday No School
May 26-29	Potential Makeup Days
June 19	Holiday District Closed

KEY

	New Teacher Inservice	168	Student Contact Days
	Teacher Inservice	9	Teacher Inservice/Conferences
	Early Dismissal Day	177	Teacher Contract Days
	Holidays Offices Closed	1	August 1-Sept 1; K-8 Teacher Floating day
	K-8 No School • 9-12 Open		
	No School		
	P/T Conferences		
	End of semester/Trimester		
	Beginning/Ending Days		

OFFICES CLOSED:
 July 4th, Labor Day, Thanksgiving Eve & Day,
 Christmas Eve & Day, New Years Eve & Day, Good
 Friday, Memorial Day, Juneteenth

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Out of State Travel Request

Description:

I would be traveling to Grand Canyon University in Phoenix Arizona to see and tour the college and learn more about their programs. They offer this to counselors and administrators. GCU has fall program sessions and spring program sessions. We've seen an increase in the number of students interested in GCU in the past few years and the rep for our area brought this to us counselors last fall. None of us could make the dates work in the fall, but the spring date does work for me. I have a few students that have visited the campus this year and I know I have one student committed to attending and possibly another. Just as colleges around here offer visits, they also want to showcase their college and are willing to cover the travel expenses to learn more about their campus and programs.

DETAILS OF REQUEST

Request permission for out of state travel to: Phoenix Arizona

Date of Travel: March 2-4

Who will be attending: Sara Pender



Out of State Travel Request

Description:

The BARR National Conference for teachers, BARR coordinators, principals, etc to collaborate and grow professionally. The conference takes place April 23rd and 24th in California. Because of our working relationship with the BARR program, all expenses (hotel, flight, registration, etc) are paid for. All the district would be covering would be 4 days of professional leave for Katie Biggar, no sub required. This conference is something our middle school has not attended yet, and we hope to share our stories with other schools. This would be a great opportunity to learn more about how our building can utilize BARR and continue to make strides in student success. We've dedicated a lot of time and efforts into this program, and are seeing results. We hope to continue to prioritize the BARR program and the whole-student mindset as we carry into our third year with BARR (2025-2026).

DETAILS OF REQUEST

Request permission for out of state travel to: Katie Biggar

Date of Travel: April 22nd - 25th, 2025

Who will be attending: Katie Biggar



Special Education Out of State Travel Request

Description: 23rd Annual Wisconsin Transition Conference

Shelly Moore from Edmonton, CA and transition guru Mary Morningstar from the University of Kansas are the keynote presenters along with numerous transition-focused breakout sessions to choose from and vendor booths to visit.

DETAILS OF REQUEST

Request permission for out of state travel to:

- Feb 12-14, 2025
- Wisconsin Dells, WI
- 1110.00 Includes registration, lodging, and travel expenses

Who will be attending: *Wendy Fritz, DLPS Transition Facilitator*

Wendy is requesting to attend the 23rd Annual Transition Conference in the Wisconsin Dells, WI. Attending this transition conference will provide valuable opportunities for programming and professional growth such as:

1. **Networking Opportunities:** This conference brings together educators, administrators, and specialists from the nation and Canada to help facilitate building connections that benefit our current transition programming and growth in the future.
2. **Professional Development:** Attending this conference will enhance her knowledge and skills in transition planning, strategies, and best practices, and then be used for the continued improvement in the DLPS transition programs.
3. **Access to Resources:** She will gain access to new resources, tools, and materials that will be beneficial for the special education students aged 14 - 22 in the middle school, high school and Laker Trek, Project LIFE and Project SEARCH programs.
4. **Sharing Ideas:** This conference will provide a platform for exchanging ideas and learning from the experiences of other attendees and presenters.
 1. **Understanding Best Practices:** She will learn about other successful transition programs and strategies from nationally recognized speakers.
 2. **Staying Updated:** This conference will cover the latest research and trends in special education transition and the latest important developments.

There are no transition conferences held in Minnesota. This conference is a longstanding, well-respected and useful conference that is the closest in proximity to Detroit Lakes.



Out of State Travel Request

Description:

I would be traveling to Grand Canyon University in Phoenix Arizona to see and tour the college and learn more about their programs. They offer this to counselors and administrators. GCU has fall program sessions and spring program sessions. We've seen an increase in the number of students interested in GCU in the past few years and the rep for our area brought this to us counselors last fall. None of us could make the dates work in the fall, but the spring date does work for me. I have a few students that have visited the campus this year and I know I have one student committed to attending and possibly another. Just as colleges around here offer visits, they also want to showcase their college and are willing to cover the travel expenses to learn more about their campus and programs.

DETAILS OF REQUEST

Request permission for out of state travel to: Phoenix, Arizona

Date of Travel: March 2-4

Who will be attending: Nathan Ochsner



Out of State Travel Request

Description:

Fletcher Nelson and Mark Whiting will be traveling to Atlanta, Georgia, for the Share the Magic Foundation's Gala: A Magical Evening of Literacy. Fletcher was selected as their National Educator of the Year, and will be an honored guest and will provide a speech at the gala. The foundation will cover travel and lodging expenses for both Fletcher and Mark.

DETAILS OF REQUEST

Request permission for out of state travel to: Atlanta, Georgia

Date of Travel:2/21/25

Who will be attending: Fletcher Nelson and Mark Whiting

Minnesota State High School League
 2100 Freeway Blvd., Brooklyn Center, MN 55430-1735
 763-560-2262, Fax: 763.569.0499

Application for DISSOLUTION of Cooperative Sponsorship

Deadline: Not later than the first day of practice for that sport season.
PLEASE SEE BYLAW 403.2 (A-C) and 403.4 (A-D) (amended May 15, 2017) FOR INFORMATION REGARDING REQUIRED DOCUMENTATION AND APPLICATION PROCEDURE

The governing boards of each participating school must jointly make application for dissolution of cooperative sponsorship.

On behalf of the following schools, we hereby apply for dissolution of the cooperative sponsorship of

Girls Swim & Dive beginning with the **2025 - 2026** school year.
 (activity) (boys' or girls') (Adapted-CI or PI)

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.*

	School	City
High School #1:	Detroit Lakes High School	Detroit Lakes
High School #2:	Frazee High School	Frazee
High School #3:	Hawley High School	Hawley
High School #4:		

1. Has the school board of each member school of the existing co-op approved a resolution to dissolve the co-op?

- Yes** A copy of the resolution approved by the school board of each member school, stating the reason to dissolve the co-op, **MUST** be included with this application.
- No** DO NOT SUBMIT this application until a resolution, stating the reason to dissolve the existing co-op, has been approved by the school board of each member school.

2. Please circle appropriate letter.

	<u>Member School</u>				<u>Reason for the Dissolution</u>	
High School #1	A	B	C	A.	Our school is dropping the activity.	
High School #2	A	B	C	B.	Our school will sponsor this activity without a cooperative sponsorship.	
High School #3	A	B	C	C.	Our school will sponsor this activity as part of a new cooperative sponsorship. Please submit an Application for Cooperative Sponsorship for the new co-p.	
High School #4	A	B	C			

Signature of the person duly authorized by the member school to act on behalf of the member school.

High School #1:	<u>Rob Nielsen</u> Designated School Representative	<u>Activities Director</u> Title of the Designated School Representative
High School #2:	<u>Nick Courneya</u> Designated School Representative	<u>Activities Director</u> Title of the Designated School Representative
High School #3:	<u>Brett Schmit</u> Designated School Representative	<u>Activities Director</u> Title of the Designated School Representative
High School #4:	_____ Designated School Representative	_____ Title of the Designated School Representative

Official Action of the MSHSL Board of Directors

- Approved Not Approved

Signature: _____ Date: _____
 MSHSL Executive Director

Application for Cooperative Sponsorship

Deadline: Not later than 30 days prior to the first day of practice for that sport season.
PLEASE SEE BYLAW 403.2 (A-C) and 403.4 (A-D) (amended May 15, 2017) FOR INFORMATION REGARDING REQUIRED DOCUMENTATION AND APPLICATION PROCEDURE

The governing boards of each participating school must jointly make application for cooperative sponsorship.

On behalf of the following schools, we hereby apply for cooperative sponsorship of Girls Swim & Dive
 beginning with the **2025 - 2026** school year. (activity) (boys' or girls') (Adapted-CI or PI)

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.*

	School	Enrollment (9-12)*	City	Administrative Region**	Competitive Section**
High School #1:	Detroit Lakes High School	796	Detroit Lakes	8AA	8A
High School #2:	Frazee High School		Frazee	6A	8A
High School #3:					
High School #4:					

*Enrollment reported to the State of Minnesota on October 1 of the previous school year.

**Current (Number and Class)

- Do any of the above schools belong to a conference in this activity?
 Yes This application must include a review and comments from the conference(s) of which the schools are members.
 No
- Do any of the above schools currently have a cooperative agreement in this activity?
 Yes An application for dissolution must be submitted for the existing agreement.
 No
- Describe the conditions which have prompted your request to co-sponsor this activity. Hawley wished to be dropped from our previous cooperative agreement as they have no swimmers coming up. This cooperative sponsorship continues one that has been in place for multiple years with Frazee to provide opportunities for their students.

4. List the number of students, by grade level, who participated in this activity during the previous year. *If the school did not sponsor the program last year, indicate the number of students expected to participate in this cooperatively-sponsored activity this year if approved.*

	7th	8th	9th	10th	11th	12th
High School #1	5	9	6	5	4	2
High School #2		1	0	0	0	1
High School #3						
High School #4						

- Team Identification: (Indicate how cooped schools should be identified in tournament programs): Detroit Lakes High School _____
- Team Colors: Red & White _____ Team Mascot: Lakers _____
- Host School (school that will receive revenue share check): Detroit lakes High School

Board of Education (or designee)	School	Date
Signed _____	_____	_____

Official Action of the MSHSL Board of Directors

Approved Not Approved

Signature: _____ Date: _____
MSHSL Executive Director

DATE: January 16, 2025

TO: Mark Jenson, Superintendent and Board of Education

FROM: Jason Kuehn, Director of Finance and Operations

SUBJECT: **Additional Staffing Requests - E Laker Online School**

E Laker Online School

E Laker Online Instructor - Add an additional instructor for 5 hours per week to provide options for Work Based Education elective credits for students enrolled in the E Laker Online program. The request would be for a total of 90 additional instructional hours.

The addition of instructional hours for an instructor at E Laker Online is being requested to increase elective options for students within the E Laker Online program. The position will be for the remainder of the 2024-25 school year only.

Administration and Finance Committee recommends approval.



**ADDITIONAL STAFFING PROPOSAL FORM
BUDGET YEAR: 2024-2025**

Instructions:

1. Must be complete for all positions requested after the approval of the annual staffing plan.
2. Make a copy for each position requested.
3. Administrative approval required.
4. Approved proposals will be presented to the School Board for review.

Name of the Building: E Laker Online

Topic of Proposal: Add Work Based Experience class for our students, add an additional staff member

Submitted By: Brandon Schlenner

Date: 1/14/2025

Date to be Implemented: Immediately

Person responsible to

Recommend to Superintendent: Brandon Schlenner

Recommendation by person responsible: Add an additional staff to E-Laker for 10 hours a week to allow our students the opportunity to have more electives.

Complete a description of your program proposal. All six (6) areas must be addressed and support the proposal. The proposal should be as comprehensive as possible and must support the district philosophy.

1. Describe the proposal for funding:

Currently, the budget for the 2024-25 school year allocates for 900 hours (25 hours per week) of staff time for the entire year. This proposal would increase staff time to 990 hours (30 hours per week) to account for increased elective options for students that are enrolled in the Laker Online program.



**ADDITIONAL STAFFING PROPOSAL FORM
BUDGET YEAR: 2024-2025**

2. Explain in detail the rationale or purpose of the proposal. (Please relate, if possible, the rationale to the previously identified high priority needs):

Prior to the 2024-25 school year, enrollment at the E Laker Online School was around 10-20 students. Currently, we have 36 students enrolled and as of the 2nd semester, will have 55 students and are seeing an increase in requests to participate from both resident and open enrollment students. Within the current staffing model, required elective options are limited for students enrolled in the E Laker Online School. The added hours would allow students to receive credit for Work Experience employment or internships - similar to students at Detroit Lakes High School.

3. State the negative implications if the proposal is not approved:

If the proposal is not approved, we would not be adding this class to our electives for students to take. Students would continue to have limited options for elective courses.

4. List alternative actions if this proposal is not approved. It is assumed that any alternative listed is less desirable than the proposal.

Any alternative actions would require the reassignment of current staff which would impact current schedules and programming in place.

5. Estimate the cost implications of this proposal on the following chart:

PROPOSAL BUDGET

PERSONNEL	NUMBER REQUESTED	ESTIMATED COST	REIMBURSEMENT	NET COST
Teachers:	180 Hours (5 Hours/Week - 18 Weeks)	\$2,700.00	\$0.00	\$2,700.00
Benefits:		\$450.00	\$0.00	\$450.00

Subtotal:		\$3,150.00	\$0.00	\$3,150.00
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**ADDITIONAL STAFFING PROPOSAL FORM
BUDGET YEAR: 2024-2025**

OTHER COSTS		ESTIMATED COST	REIMBURSEMENT	NET COST
Supplies:		\$0.00	\$0.00	\$0.00
Capital Outlay:		\$0.00	\$0.00	\$0.00
Other Expenses:		\$0.00	\$0.00	\$0.00
Subtotal:		\$0.00	\$0.00	\$0.00

NET COST		\$3,150.00
Code:	E 01 040 211 000 000 140	

6. Comments on budgetary items:

a. Equipment, remodeling, site improvement, etc:	X - Not applicable
b. Review by Business Office before Superintendents approval:	X
c. Space implications (short/long range):	X - Not Applicable
d. Equity implications:	If not approved - students may have reduced access to elective courses in relation to their peers.
e. Technology implications:	None - students are already enrolled and have been issued a device.
f. Suggested timelines for implementations:	Effective immediately for the 2024-25 school year.
g. Who has been involved in this decision? Other comments:	Brandon Schlenner, Kylie Johnson, Renee Kerzman, and Mark Jenson

Approve: _____ Disapprove: _____ Hold: _____ Date: _____

**Detroit Lakes Public Schools
Monthly Enrollment Summary - FY 2024
January 1, 2025**

Roosevelt					
Grade	Current	Previous (Dec)	Opening Day	Sections	Per Section
K	83	83	84	4	20.8
1	89	90	89	4	22.3
2	95	94	95	4	23.8
3	95	94	96	4	23.8
4	98	97	99	4	24.5
5	97	96	97	4	24.3
RSVT Total	557	554	560	24	23.2
Difference		3	(3)		Avg/section

Rossman					
Grade	Current	Previous (Dec)	Opening Day	Sections	Per Section
K	90	92	91	4	22.5
1	98	99	101	5	19.6
2	91	90	88	4	22.8
3	98	99	99	4	24.5
4	95	96	95	4	23.8
5	98	95	95	4	24.5
RSM Total	570	571	569	25	22.8
Difference		(1)	1		Avg/section

Middle School			
Grade	Current	Previous (Dec)	Opening Day
6	212	211	213
7	201	201	199
8	209	209	211
MS Total	622	621	623
Difference		1	(1)

High School			
Grade	Current	Previous (Dec)	Opening Day
9	207	205	214
10	198	198	206
11	175	175	187
12	208	207	206
HS Total	788	785	813
Difference		3	(25)

Online	
Grade	Current
9	2
10	5
11	12
12	17
Total Online	36
Opening Day	24
Dec 2024	36

District Wide Summary			
Pre-K	50		
K	173		
1	187		
2	186		
3	193		
4	193		
5	195		
	954		
6	212		
7	201	Laker Online	36
8	209	Transitions	17
	622	Rossman	570
		Roosevelt	557
9	210	DLMS	622
10	211	DLHS	788
11	204	ALC	51
12	267	PSEO	-
	892	Pre-K	50
Total	2,691	Monthly Total	2,691

Comparisons	
Last Month Report	2,683
Difference	8
2024-25 Opening Day	2,714
Difference	(23)

Pre K ADM*	50
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Detroit Lakes Public Schools Monthly Enrollment Summary 2024-2025

Month: January

D.L. Preschool Special Ed.

	EIC	ECSE	Total
Roosevelt	31	84	115

Non-resident Preschool Special Ed.

	EIC	ECSE	Total
Roosevelt	2	7	9

KINDERGARTEN

	Kind.	Kind SpEd	Total
Roosevelt	58	25	83
Rossman	69	21	90
Totals	127	46	173

GRADES 1 - 5

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Total
Roosevelt	89	95	95	98	97	474
Rossman	98	91	98	95	98	480
Totals	187	186	193	193	195	954

ELEMENTARY TOTALS

Kindergarten	Gr.1-5	Total
173	954	1127

MIDDLE SCHOOL

	Grade 6	Grade 7	Grade 8	Total
Middle School	212	201	209	622

SENIOR HIGH

	Grade 9	Grade 10	Grade 11	Grade 12	Subtotal	PSEO/F	PSEO/P	Total
Senior High	207	198	175	208	788	0	0	788

E-LAKER ONLINE

	Grade 9	Grade 10	Grade 11	Grade 12	Total
E-Laker	2	5	12	17	36

2024-2025

K-12 Total

2640

2023-2024

K-12 Total

2704

2022-2023

K-12 Total

2690

MONTHLY TOTALS*

EIC	33
ECSE	91
Kind. Sp. Ed.	46
Kindergarten	127
Grades 1-5	954
Middle School	622
Senior High	788
E-Laker	36
Laker Transitions	17
ALC	50
TOTAL	2764

*Does not include non-resident students on tuition agreement

ALC

D.L.	42
Other	8
Total	50

LAKER TRANSITIONS

D.L.	12
Other	5
Total	17



Detroit Lakes Public Schools Yearly Enrollment Summary 2024-2025

Date: January

EIC										ECSE									
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
28	31	35	28	31						55	63	82	89	84					

EIC -- Non Resident										ECSE -- Non Resident									
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
0	0	0	2	2						5	3	4	5	7					

Kindergarten - Special Ed.										Kindergarten										
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		
Roosevelt	23	23	21	25	25					Roosevelt	61	62	64	58	58					
Rossman	22	21	21	21	21					Rossman	69	70	70	71	69					
Totals	45	44	42	46	46	-	-	-	-	Totals	130	132	134	129	127	-	-	-	-	-

Kindergarten Total									
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
Roosevelt	84	85	85	83	83	-	-	-	-
Rossman	91	91	91	92	90	-	-	-	-
Totals	175	176	176	175	173	-	-	-	-

Grade One										Grade Two									
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
Roosevelt	89	90	89	90	89	-	-	-	-	Roosevelt	95	93	94	94	95	-	-	-	-
Rossman	101	98	98	99	98	-	-	-	-	Rossman	88	90	90	90	91	-	-	-	-
Totals	190	188	187	189	187	-	-	-	-	Totals	183	183	184	184	186	-	-	-	-

Grade Three										Grade Four									
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
Roosevelt	96	95	95	94	95	-	-	-	-	Roosevelt	99	99	99	97	98	-	-	-	-
Rossman	99	97	98	99	98	-	-	-	-	Rossman	95	95	95	96	95	-	-	-	-
Totals	195	192	193	193	193	-	-	-	-	Totals	194	194	194	193	193	-	-	-	-

Grade Five									
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
Roosevelt	97	94	96	96	97	-	-	-	-
Rossman	95	94	95	95	98	-	-	-	-
Totals	192	188	191	191	195	-	-	-	-



Detroit Lakes Public Schools

Yearly Enrollment Summary

2024-2025

Date: January

Grades 1 - 5 Totals										ALC									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Rsvlt/MS	476	471	473	471	474	-	-	-	-	Resident	45	49	43	40	42				
Rossman	478	474	476	479	480	-	-	-	-	Non-Resid.	12	11	14	8	8				
Totals	954	945	949	950	954	-	-	-	-	Total	57	60	57	48	50				

Middle School										E-Laker Online									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Gr. Six	213	212	212	211	212	-	-	-	-	Resident	18	28	28	26	26				
Gr. Seven	199	198	200	201	201	-	-	-	-	Non-Resid.	10	11	11	10	10				
Gr. Eight	211	208	210	209	209	-	-	-	-	Total	28	39	39	36	36				
Totals	623	618	622	621	622	-	-	-	-										

Senior High									
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Gr. Nine	214	207	206	205	207	-	-	-	-
Gr. Ten	206	199	198	198	198	-	-	-	-
Gr. Eleven	187	182	177	175	175	-	-	-	-
Gr. Twelve	206	208	207	207	208	-	-	-	-
Subtotals	813	796	788	785	788	-	-	-	-
PSEO-FT	0	-	-	-	-	-	-	-	-
PSEO-PT	0	-	-	-	-	-	-	-	-
Totals	813	796	788	785	788	-	-	-	-



Detroit Lakes Public Schools Elementary Grade Sections 2024-2025

Month: January

		Roosevelt		Rossman		Grade Average
Kindergarten						21.63
	Section 1&3	21	21	23	23	
	Section 2&4	21	20	22	22	
	Section 5					
Building Average		20.75		22.50		
Grade 1						20.56
	Section 1&3	24	22	20	21	
	Section 2&4	21	20	20	19	
	Section 5			18		
Building Average		21.75		19.60		
Grade 2						23.13
	Section 1&3	24	23	23	23	
	Section 2&4	24	23	22	23	
	Section 5					
Building Average		23.50		22.75		
Grade 3						23.75
	Section 1&3	23	22	24	25	
	Section 2&4	24	23	25	24	
	Section 5					
Building Average		23.00		24.50		
Grade 4						24.13
	Section 1&3	24	25	24	24	
	Section 2&4	25	24	23	24	
	Section 5					
Building Average		24.50		23.75		
Grade 5						24.38
	Section 1&3	24	25	25	24	
	Section 2&4	24	24	24	25	
	Section 5					
Building Average		24.25		24.50		

The district class size average for K-5 is:

20.06

The class size average on this page is different than the class size average calculated by the State. The class size average on this page reflects students in a classroom with the regular classroom teacher and does not count specialists such as music, phy.ed. and art teachers which the state uses in calculating class size average.

**INDEPENDENT SCHOOL DISTRICT #22
FINANCE COMMITTEE MEETING AGENDA
Finance Committee Meeting - January 23, 2025**

Members Present:

**Mickey Okeson
Mark Jenson**

**Sanford Nelson
Jason Kuehn**

**Julie Smith-Yliniemi
Josh Omang**

Trisha Mariotti

A Finance Committee Meeting was held on Thursday, January 23rd at the District Office. The agenda was as follows:

1. Fund Balances Review

Director of Finance Kuehn reviewed the fund balances through the month of December and receipts for the month of December. Total balances for all funds as of 12/31/24 were \$20,377,677.43. Receipts for the month totaled \$4,687,989.81. Receipts of note included a 2024 tax distribution from Becker County, Food Service catering agreements, tuition for Community Service programming, metered State Aid payments, as well as Federal reimbursements for Special Education and American Indian programming.

District expenditures and revenues through December were reviewed in comparison to the budget. Year-to-date amounts continue to track according to the initial budget. Director of Finance Kuehn will be providing the committee and School Board a revised budget for the 2024-25 school year in February.

2. Review of Disbursements

Two sets of disbursement were reviewed by the Finance Committee. The committee recommends approval of the hand payables for December totaling \$2,053,598.58 which includes payments for payroll liabilities, food service vendors, utilities, transportation contracts, and Student Activities.

The committee also recommends approval of the check summaries for December 23rd, January 13th, and January 27th in the amount of \$628,762.12.

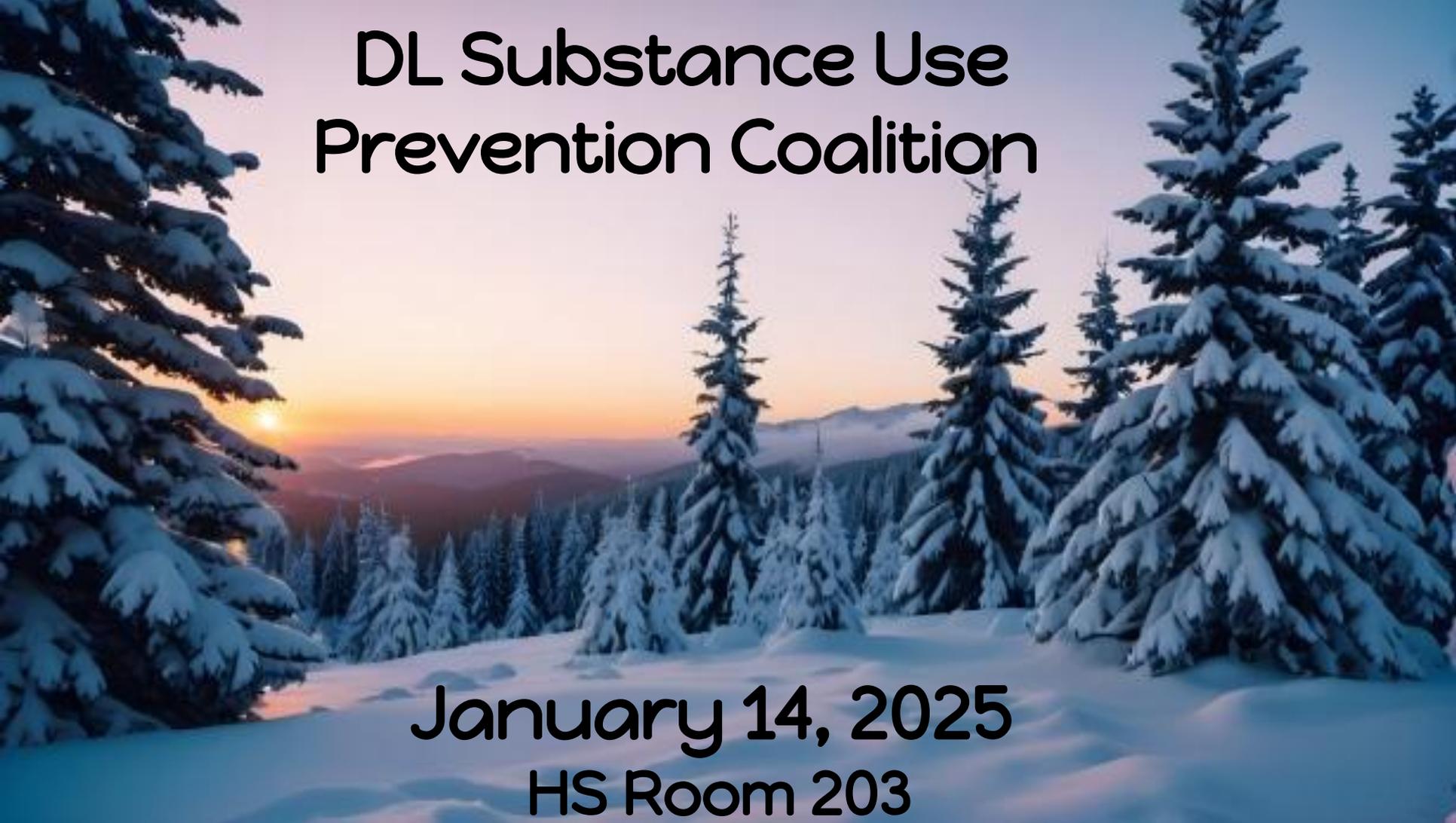
3. Quarterly District Investment Summary

Director of Finance Kuehn reviewed the District's investment portfolio as of 12/31/2024 with a total balance of \$8,180,803.41. Kuehn provided an update on an upcoming renewal related to a Midwest Bank Certificate of Deposit (CD). The committee recommended to align the CD with other Midwest Bank investments if provided a favorable rate.

4. Additional Staffing Request - Laker Online Program

Director of Finance Kuehn reviewed the staffing proposal submitted by ALC Principal Brandon Schlenner for the Laker Online program. The committee recommends approval to add a part-time Work Based Experience teacher for the remainder of the 2024-25 school year.

Next Meeting: Thursday, February, 2025 (12:00 PM @ District Office)

A scenic winter landscape featuring snow-covered evergreen trees in the foreground and middle ground. In the background, there are rolling mountains under a soft, hazy sky with a low sun, suggesting a sunset or sunrise. The overall color palette is cool, with blues, whites, and soft oranges from the sun.

DL Substance Use Prevention Coalition

January 14, 2025
HS Room 203

Welcome Back!

Review of our Norms:

- Respectful of Time and Attention
- Challenge past assumptions and think creatively/work collaboratively
- Make sure everyone's voice is heard
- It's OK to reflect and change your mind

Roles:

- Meeting minutes - Josh (thank you!)

Welcome to our
new members!

Introductions

- Name
- Organization and your role there

Let's have a little fun...

If your life was captured in the “expectation vs. reality” meme, what would the two pictures be?

WHEN YOU WAKE UP



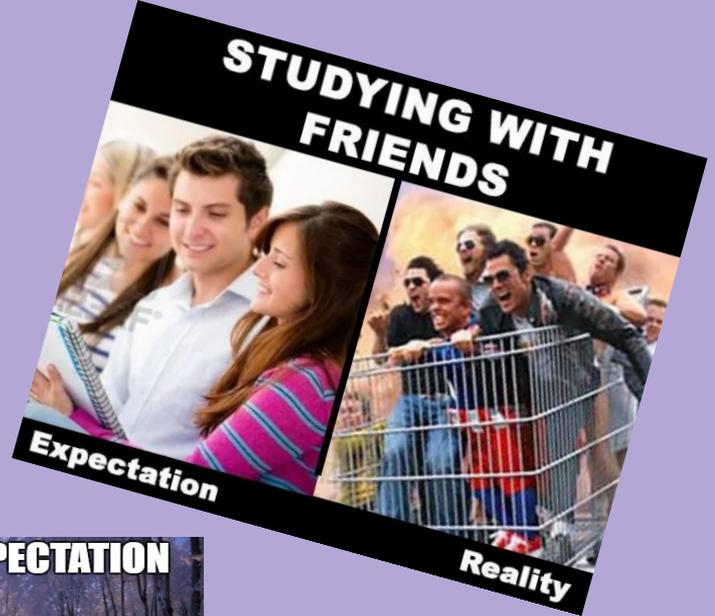
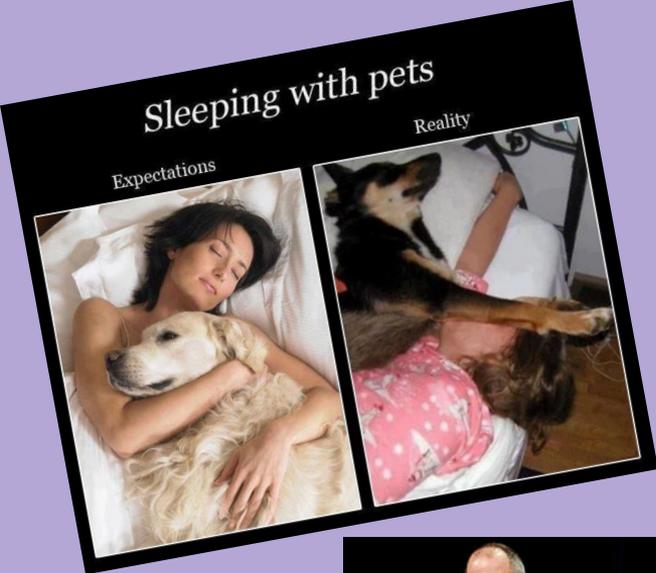
Taking a look at today

- Update on grant application submission - Amy
- Perception vs. Reality - What is our WHY?
- Steps we can take now to start the process of our Positive Community Norms messaging - Karen Pifher - Creating Community Consulting



Grant Application Update

- Application was submitted and received confirmation of submission from Becker County.
- Total amount requested was \$35,058.25
- Applications go through an initial review to make sure they meet the requirements.
 - If met, scored by an Application Review Team
 - Advisory Council is then given scores.
 - Director of Human Services makes recommendations to the Becker County Board of Commissioners.
 - All final grant award decisions will be made by Becker County Board of Commissioners.



Perception vs. Reality

We are trying to change the perception of the community to understand the reality of the data around adolescent substance use and risk factors.

<u>Look at...</u>	<u>Instead of...</u>
How many students are choosing NOT to use	How many students are using substances
How many students understand the harms of using substances	How many see the risk as being low
How many students feel the it's important for adults to have conversations with their kids	How many feel that parents are okay with use of substances

What is our WHY?

- Change perceptions → Perceptions shape social norms
- Reduce stigma
- Involve youth in the process - more ownership
- Connect youth with the community
- Promote healthy choices and overall well-being

What we can do right now!

- We have a \$1,000 budget from Creating Community Consulting to get a start on a Positive Community Norms messaging campaign! - Thank you!!
- Next Steps (Karen)
 - Identify students to do a focus group with to identify what they feel will be the most impactful messages and ways to send those messages
 - Target students, AIE students, those involved with different extra curriculars . . .
 - How many students do we need/want?
 - Tag line?

Resources, Trainings and Such - Oh my!

- Trainings and webinars - [MN Prevention Resource Center](#)
 - [Strength in Connection: Fostering Belonging for Youth and Communities](#) (free webinar recording)
 -
- [Framing the Conversation](#)
- [Northwest Region Prevention demographic report](#)
- [Great Lakes PTTC](#)
- [Montana Institute](#)
- [PBS - Addiction 101](#)

What's Coming Up

- **MSS** in January - May 2025: this will give us new data for our messaging next school year
- **Conferences** - do we want to set up and have information out???
 - HS - February 10th, March 24
 - MS - March 20th & 24th
 - Elem. - March 6th & 11th
- **May???** - We will hear as to if our grant application was approved

Wrap Up

Next meeting:

Tuesday, February 11, 2025

On Wed, January 15, 2025 Becker County Children's Initiative met via video conference.

A reminder that this committee is designed as a means to work with county entities including , but not limited to: school districts, public health departments, and county leaders to support projects and initiatives that help close the gap for children's learning and development, and give access to various program types to meet the needs of children and families.

This quarter, the following funds were allotted and discussion as to how these requests fall under the mission of this committee.

- School district quarterly stipends based on enrollment
 - DLPS, Frazee, Perham, Circle of Life Academy (COLA), Lake Park Audubon (LPA), and Pine Point

- Due to not a quorum, an email vote was cast and passed to donate \$10,000 to Lakes Area YES program, serving school aged children during summer months.

The next meeting will be on April 16, 2025 at 8:30 a.m. virtually

Early Childhood Family Education (ECFE) Advisory Committee

On Monday, January 20, 2025, the ECFE Advisory Committee met virtually at 8:15 a.m., due to cold temps and many individuals off of work for MLK day. The committee was led by Fran Rethwisch, ECFE and School Readiness Coordinator for DLPS.

Fran began the meeting describing the purpose of this committee is an Advisory Committee, not a board that makes decisions. The purpose is to listen and give feedback to processes, procedures, and activities within ECFE and School Readiness. It is comprised of a variety of community individuals, including ECFE/School Readiness parents.

Current Classes and Events:

- Full for most of the sessions for ECFE (families and children younger than 3), with exception to the 10:15 time, which is common for winter months.
- Wiggles and Giggles-Pregnant moms and Infant and toddler children
 - Partner with Becker County Public Health
 - Connects with Families
 - Did you read the article in the paper?
- Family Events continue to be high in participation
 - Polar Fest Activities will be coming in Feb.
- School Readiness classes are mostly full
 - Full day are the most sought after
 - Few openings at the ½ day Roosevelt location
- Extended Care, preschoolers after 3:30, is full with 16 children
- Enrollment for 2025-26 has begun. In 2024-2025 transitioned to new software, so working out the kinks, along with figuring out how to 'update' an application for returning children, vs. starting all over.

Spring/Summer Catalog Highlights

- Positive Powers Event
- Polar Fest-Kites on Ice
- Green House out and about for families
- Kindergarten Round up Feb 20 and 21
- April 8, Merry Melodies concert; working to partner with HS band students for a version of 'touch and feel' experience, afterwards
- DLPS Pow Wow, March 13-all students and families encouraged to attend

Early Childhood Screenings

- Great partnership with Becker County Community Health
- Cards are sent out at 3rd birthdays reminding of EC Screening availability
- Online sign up on County website is propelling the awareness and participation of screenings
- Help Me Grow materials (helpmegrowmn.org) are arriving to share with early childhood providers, about development

Staffing/Operations at Lincoln

- This year a new classroom teacher
- Open para position open, but have a plan with subs through the remainder of this year
- Update on food service process for meals served-had to adjust at beginning of year, when lost a staff member
- Working on LETRS training for teachers, outcome of READ Act, and seems to be going well, and implementing strategies as they work through training. Takes 60-80 hours to complete.
 - Shared some examples of strategies

Parent Input

- Fran turned to the parents who were in attendance. Asked their point of view in relation to: conferences, communication, and registration