

Agenda Independent School District 279 School Board	Regular Business Meeting Educational Service Center - Board Room 11200 93rd Ave N Maple Grove, MN 55369 Tuesday, March 19, 2024 6:00 PM
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Our mission is to inspire and prepare each and every scholar with the confidence, courage and competence to achieve their dreams; contribute to community; and engage in a lifetime of learning.

This regular meeting of the Osseo School Board is being conducted the Board Room of the Educational Service Center, and is open to the public. The meeting can be monitored electronically by streaming online at district279.org/info-center/school-board (Watch Livestream). An archived recording will also be available on the district website.

Agenda Items

1. Call to Order and Roll Call
Jackie Mosqueda-Jones, Board Chair
2. Pledge of Allegiance
3. Additions to Agenda
4. Acceptance of Agenda
5. Recognitions
 - A. Michael James, Osseo Senior High School - Minnesota State High School League Region 5AA Triple 'A' (Academics, Arts and Athletics) 2024 Award Winner
 - B. Maple Grove Senior High School Jazz Dance Team - 2nd Place at State
6. Student School Board Representative Reports
7. Presentation: Building a Better Future Update 3
John Morstad, Executive Director of Finance and Operations and Lynae Schoen, Wold Architects and Engineers
8. Audience Opportunity to Address the School Board
9. Superintendent's Report
10. School Board Reports
11. Consent Agenda
 - A. Minutes of the regular meeting of February 20, 2024 34
 - B. Financial reports for the month of February 2024 39
 - C. Payment of items for the month of February 2024 48
 - D. Extended Educational Trip 86

E. Acceptance of the 2023-2024 Nonpublic Pupil Aid Grant Amended in the amount of \$8,750 and authorize an expenditure and budget appropriation in the amount of \$8,750	88
F. Personnel	91
G. E-rate bid awards	96
H. Three-year Capital Lease	98
I. Long-term facilities maintenance (LTFM) bid award - Edinbrook Elementary and Fernbrook Elementary electrical	143
J. LTFM bid award - pavement	145
12. Action Items	
A. Recommendation for Approval, Agreement on the Terms and Conditions of Employment between the Independent School District 279 School Board and Teachers, July 1, 2023-June 30, 2025 Laurel Anderson, Executive Director of Human Resources	147
B. Gifts to the district totaling \$54,233.84	257
13. Adjournment	
Jackie Mosqueda-Jones, Board Chair	

To accommodate individuals with disabilities, this material will be made available in alternative formats upon request. Individuals with disabilities are invited to request reasonable accommodations to participate in or attend a district activity, call your local school or the school district at least seventy-two (72) hours in advance (two-week notice preferred). Members of the public can view and download School Board meeting notices and regular meeting agendas and materials from the district website www.district279.org, under "Info Center > School Board."

OSSEO AREA SCHOOLS

ISD  279

New Elementary & Maple Grove Senior High SD Project Updates

School Board Presentation, March 19, 2024

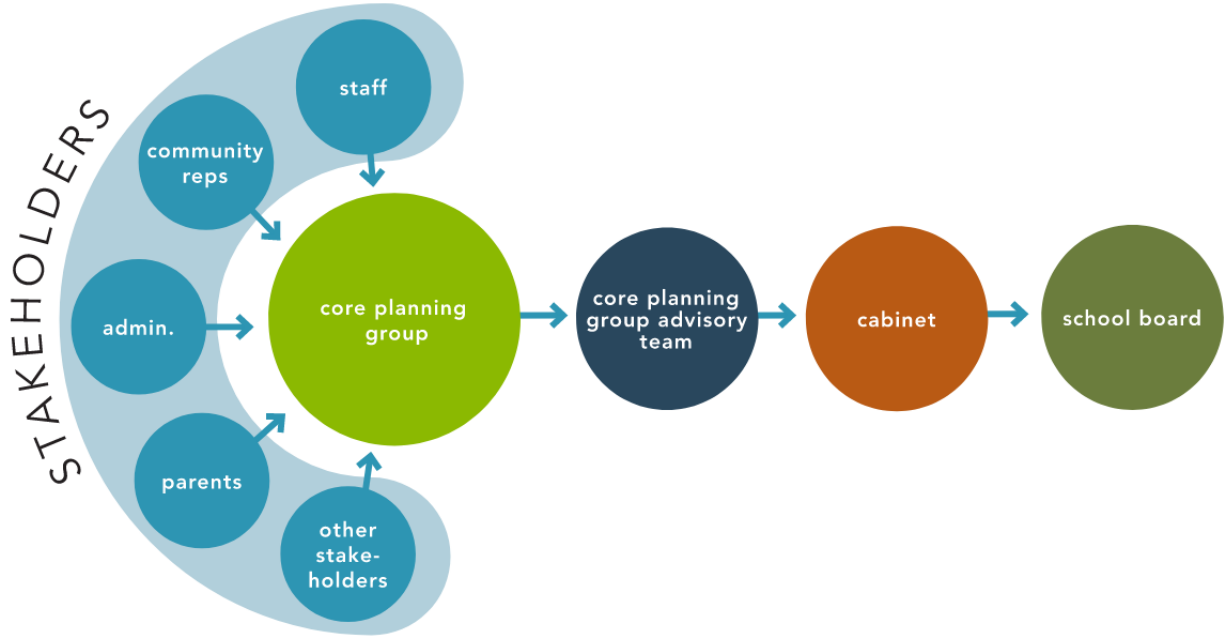
Outcome of Presentation

- ▶ Board members will understand the process and progress of the New Elementary School and Maple Grove Senior High projects to date.

CORE PLANNING GROUP RESPONSIBILITIES

CONCEPT
SCHEMATIC DESIGN
TIMELINE:
2-3 MONTHS

END GOAL:
Collaboratively create project concept plan and approach in alignment with District's Mission and goals



CORE PLANNING GROUP RESPONSIBILITIES

Core Planning Group:

The core planning group is charged with developing the functional design of the building. The group is made up of a diverse set of stakeholders. Each stakeholder is tasked with bringing their own knowledge and expertise to the design process. This group will collaborate to create the overall design of the new elementary school.

- Core Planning Group must be **empowered to make decisions**.
- Core Planning Group must be **willing to make decisions**.
- Core Group **requests information** from input givers and content experts.
- Core Planning Group must **utilize a consensus based decision making process**.

CORE PLANNING GROUP
ELEMENTARY SCHOOL

Members:

- Isabella Andor
- Terri Jackson
- Donna Ohlgren
- Lucia Chisato-Rodvik
- Marin Baltes
- Candace Johnson
- Andrea Person
- Jackelyn Garcia Gonzalez
- Jenny Bauer
- Shelly Korby
- Ronald Salazar
- Kristen Pengra-Anderson
- Latia Brown
- Aaron Krueger
- Patrick Smith
- Jane Ruohoniemi
- Lena Christianson
- Kaitlyn Leininger
- Angela Tusler
- Michelle Dennard
- Melissa Lovas
- Adam Woods
- Mya Forry
- McCall Milbrandt
- Kyle Yetzer

CORE PLANNING GROUP
MAPLE GROVE SENIOR HIGH SCHOOL

Members:

- Bart Becker
- Jill Knutson
- Janelle Leisen
- Brad Revolinski
- Jen Ajsenberg
- Ricardo Jones
- Sharon Goeman
- Kim Haugo
- Ryan Smolarek
- Jen Perovich
- Tiffany Tainter
- John Schetinski
- Kristen Myers
- William Eveland
- Wade Schroeder
- Chelsie Pederson
- Nick Schroeder
- Julie Demos
- Kelly Schober
- Ryan Gau
- Muntaka Chowdhury
- Emily Hendrickson
- Kristen Plude
- Mark Cook
- Jack Anderson
- Chad Manders
- Jen Hamel
- Shelly Benusa
- David Timm
- Annabelle Chew
- Layla McDonald₈
- Aaron Kadera

CORE PLANNING GROUP
Districtwide Advisors

Members:

- Jeff Ansorge
- Johannah Arndt
- Sonni Buerskin
- Carrie Cabe
- Dale Carlstrom
- Vanessa Gill
- Ethan Neerdaels
- Dave Moredock
- Troy Schreifels
- Clay Sawatzke
- Lisa Sjogren
- Robin Gunsolus
- Kiersten Nicholson
- Cabinet Members

Section 1

NEW ELEMENTARY SCHOOL

NEW ELEMENTARY SCHOOL

PROJECT SCOPE

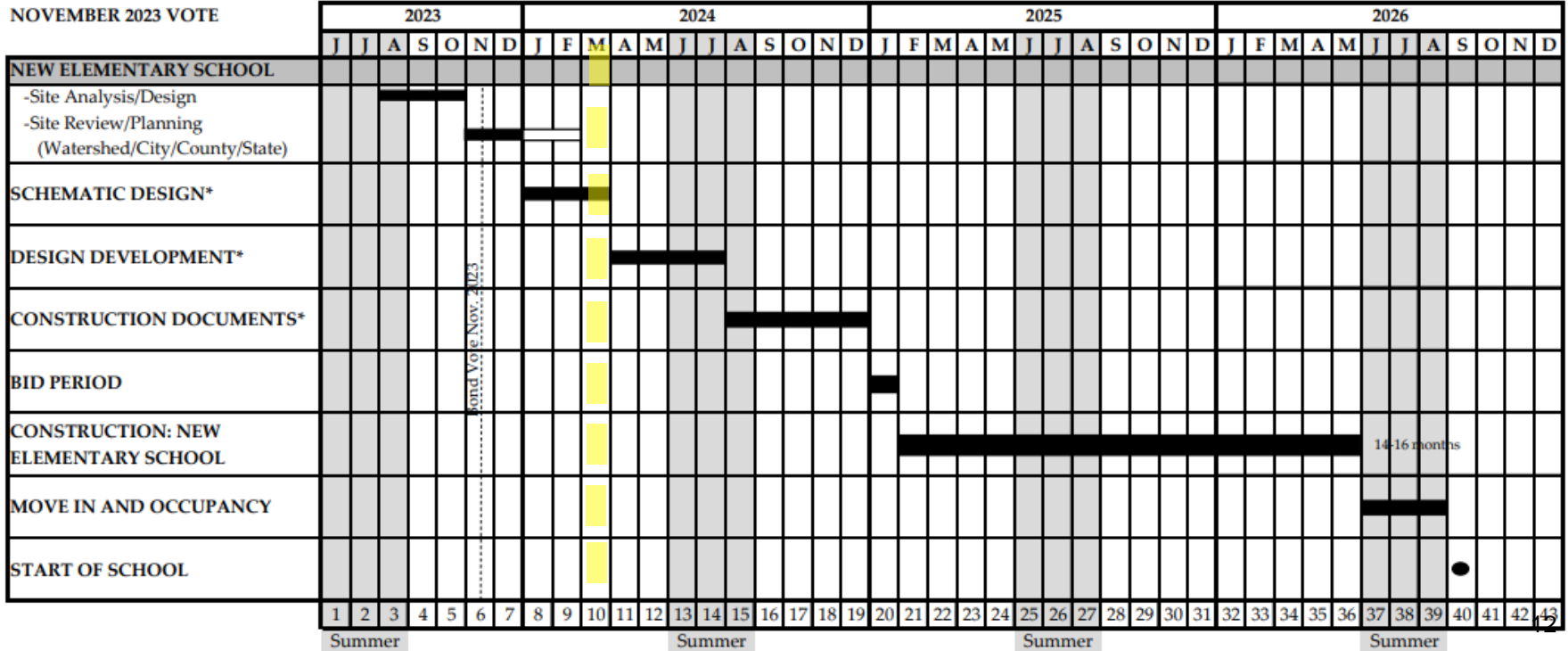
Project Scope:

- Create a comprehensive New PK-5 Elementary School
- Utilize District Owned Site
- Capacity: 1,025 Students
- 125,000 square foot building
- \$60M total project cost including building and on-site improvements
- Turn Key Move In Experience: New Furniture

NEW ELEMENTARY SCHOOL

PROJECT SCHEDULE

NOVEMBER 2023 VOTE





Building Tours

- North Star Elementary School
(White Bear Lake)
- Centerview Elementary School
(Spring Lake Park)
- Sunrise Elementary School
(Anoka-Hennepin)
- North Woods Elementary School
(Wayzata)
- New Elementary School Site

NEW ELEMENTARY SCHOOL TOURS



NEW ELEMENTARY SCHOOL TOURS



NEW ELEMENTARY SCHOOL

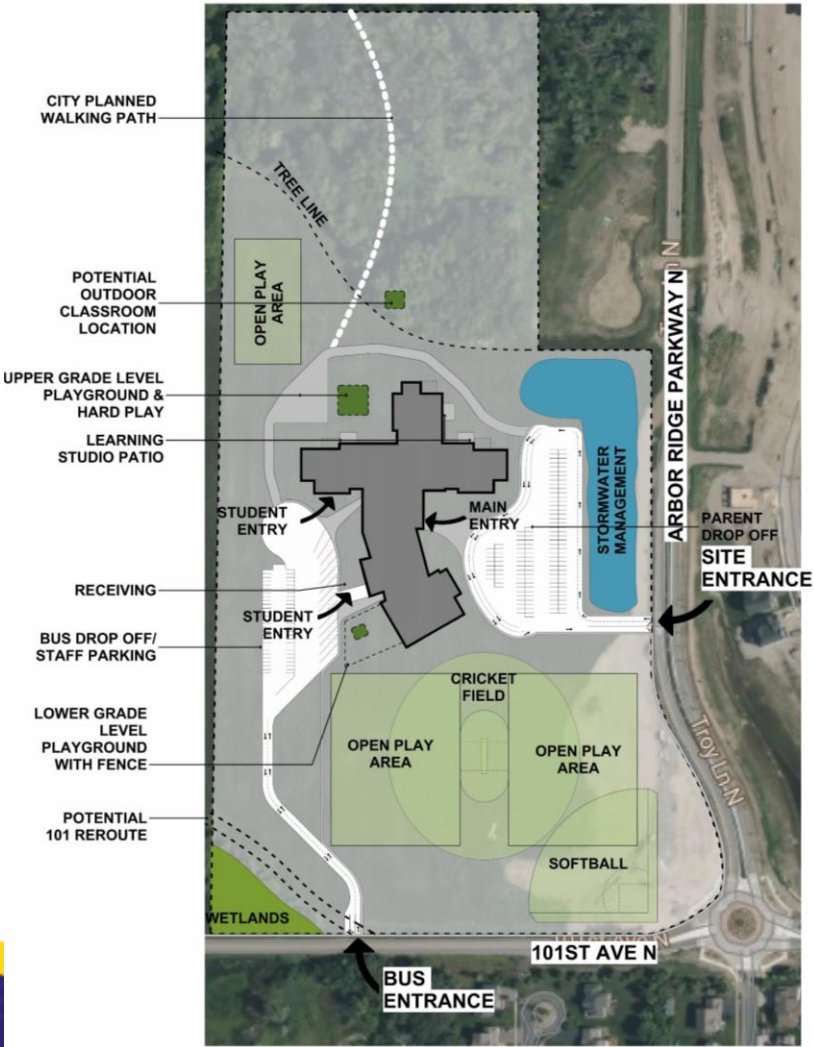
WHAT WE WANT OUR SCHOOL TO BE



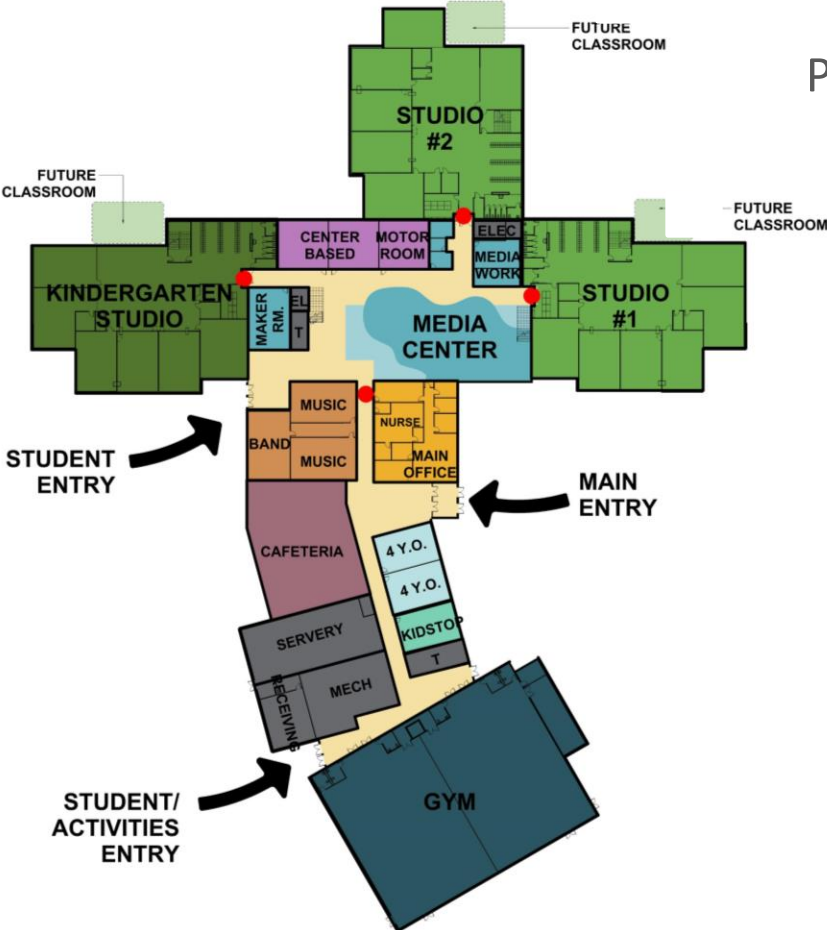
NEW ELEMENTARY SCHOOL **GROUP WORK**



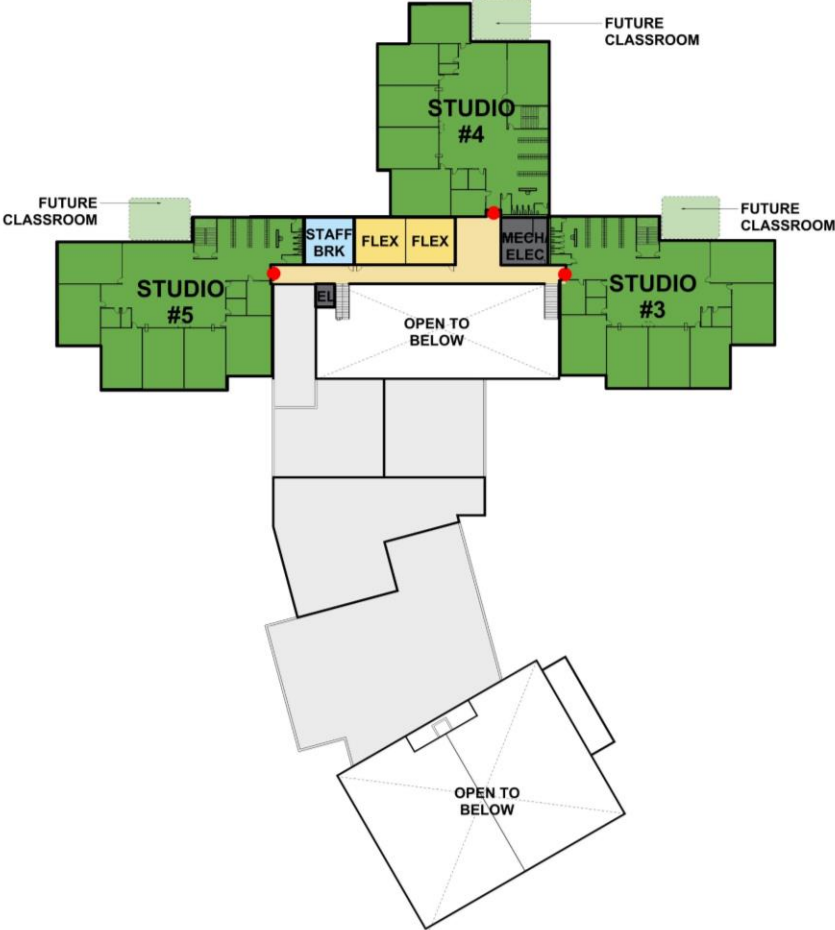
ES SITE DIAGRAM CONCEPT



PLAN DIAGRAM MAIN LEVEL

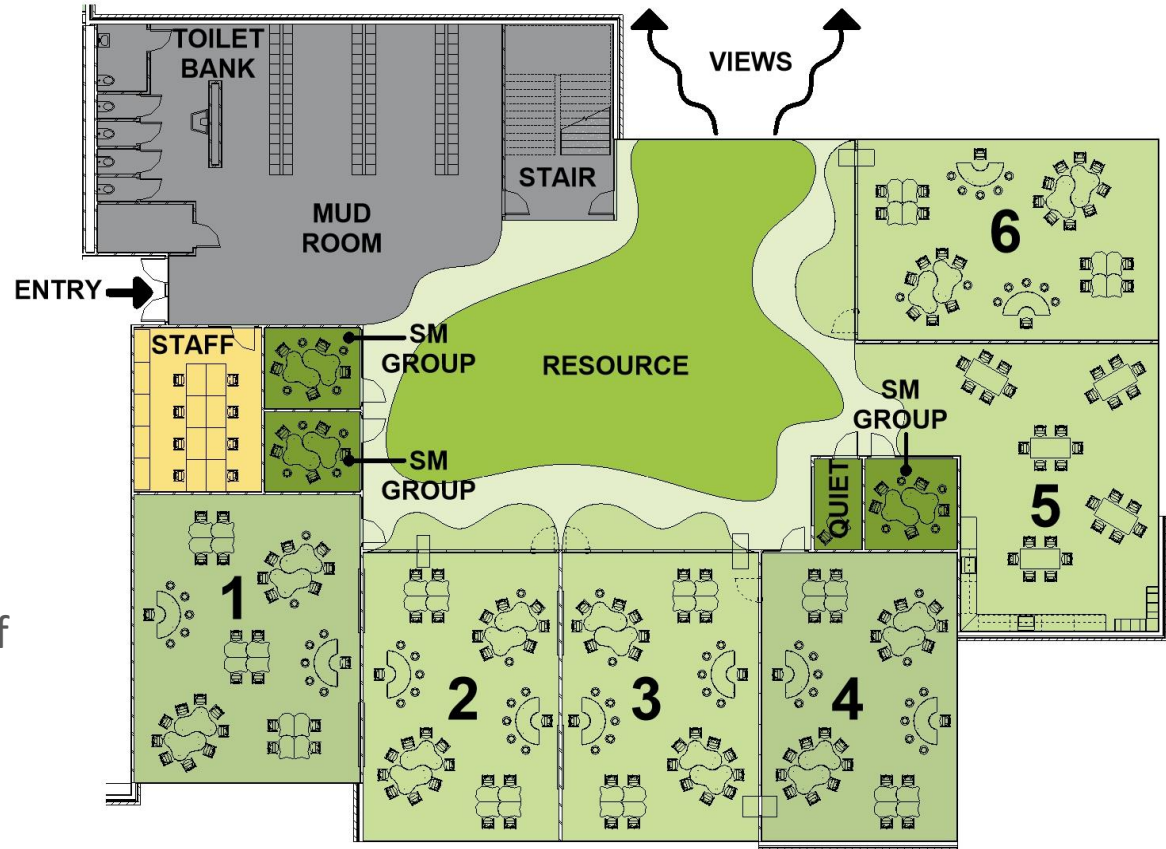


PLAN DIAGRAM UPPER LEVEL

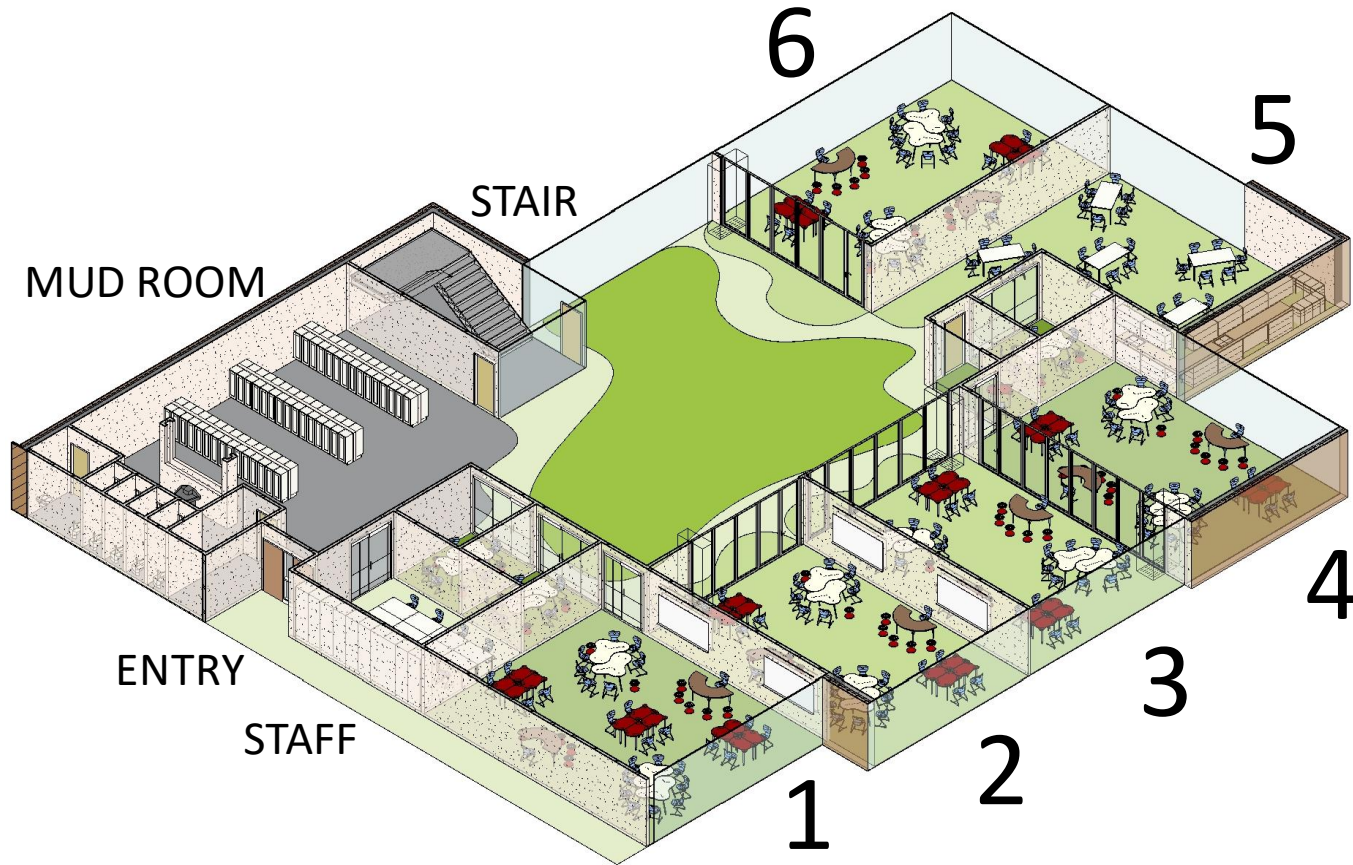


PLAN DIAGRAM LEARNING STUDIOS

- ▶ Learning Studio known:
 - 6 Classrooms, each unique
 - Universal toilet rooms
 - Resource area
 - Storage
 - 3 small group rooms (push in EL, TAG, special ed resource)
 - 1 calm/ quiet room
 - Mud room as area of refuge



PLAN DIAGRAM
LEARNING STUDIOS



NEW ELEMENTARY DESIGN CONCEPT

Local Influences:

- Maple Grove is an official **Tree City** with a tree board or department, a tree care ordinance, a community forestry program with an annual budget of at least \$2 per capita, and an Arbor Day observation and proclamation
- The area was referred to as the “**Big Woods**” during pioneering settlement
- 13 named **lakes** in the Maple Grove / Osseo area
- Vibrant **natural landscapes**, plethora of colors year round
- **Calming** waters and **quiet** wooded areas embedded in **modern** suburbs



Celebrate the last maple grove in Maple Grove!

Section 2

MAPLE GROVE SENIOR HIGH SCHOOL

MGSH ADDITIONS & RENOVATIONS

PROJECT SCOPE

Project Scope:

- Create a comprehensive High School
- Utilize Existing MGSH Site
- Increase Capacity: from 2,185 to 2,730 Students
- 65,750 square foot building additions and 34,000 square foot building renovations
- \$56M total project cost including building and on-site improvements
- Turn Key Move In Experience: New Furniture

MGSH ADDITIONS & RENOVATIONS

PROJECT SCHEDULE

Project Design	2023		2024												
	N	D	J	F	M	A	M	J	J	A	S	O	N	D	
Referendum	●	(November 7, 2023)													
Schematic Design															
Design Development															
Construction Documents															

Project Construction	2025													2026													2027								
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S		
Bidding																																			
Contracts & Submittals																																			
Construction																																			

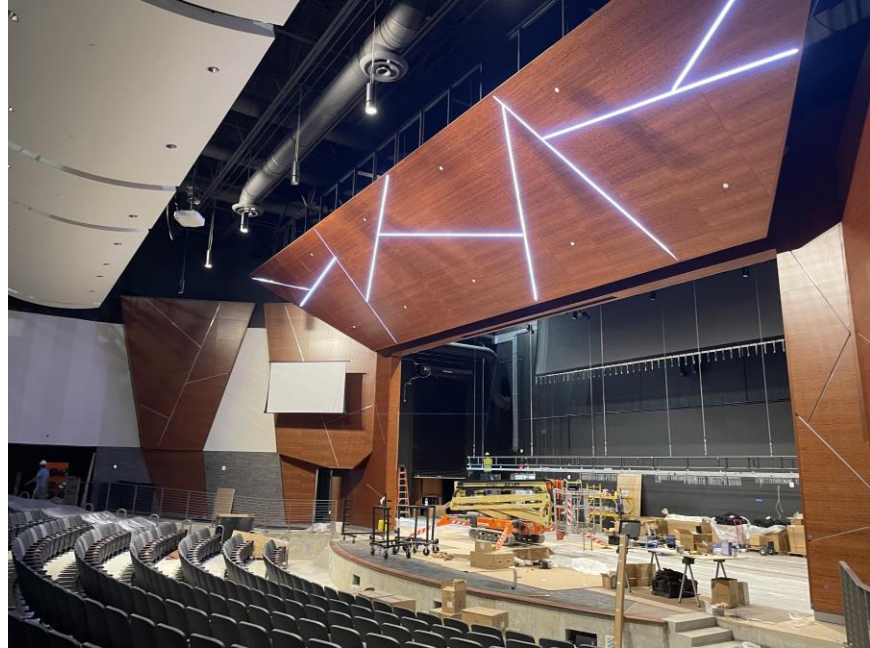


MGSH ADDITIONS & RENOVATIONS

TOURS

Building Tours

- Shakopee High School
(Additions and Renovations)
- Owatonna Sr High School
(New HS, Open fall 2023)
- Wayzata High School
(Additions and Renovations)



MGSH CORE PLANNING GROUP
WHAT WE WANT OUR SCHOOL TO BE



MGSH ADDITIONS & RENOVATIONS

TOURS



MGSH PROJECT SCOPE

SITE DIAGRAM

Assumed Removed:

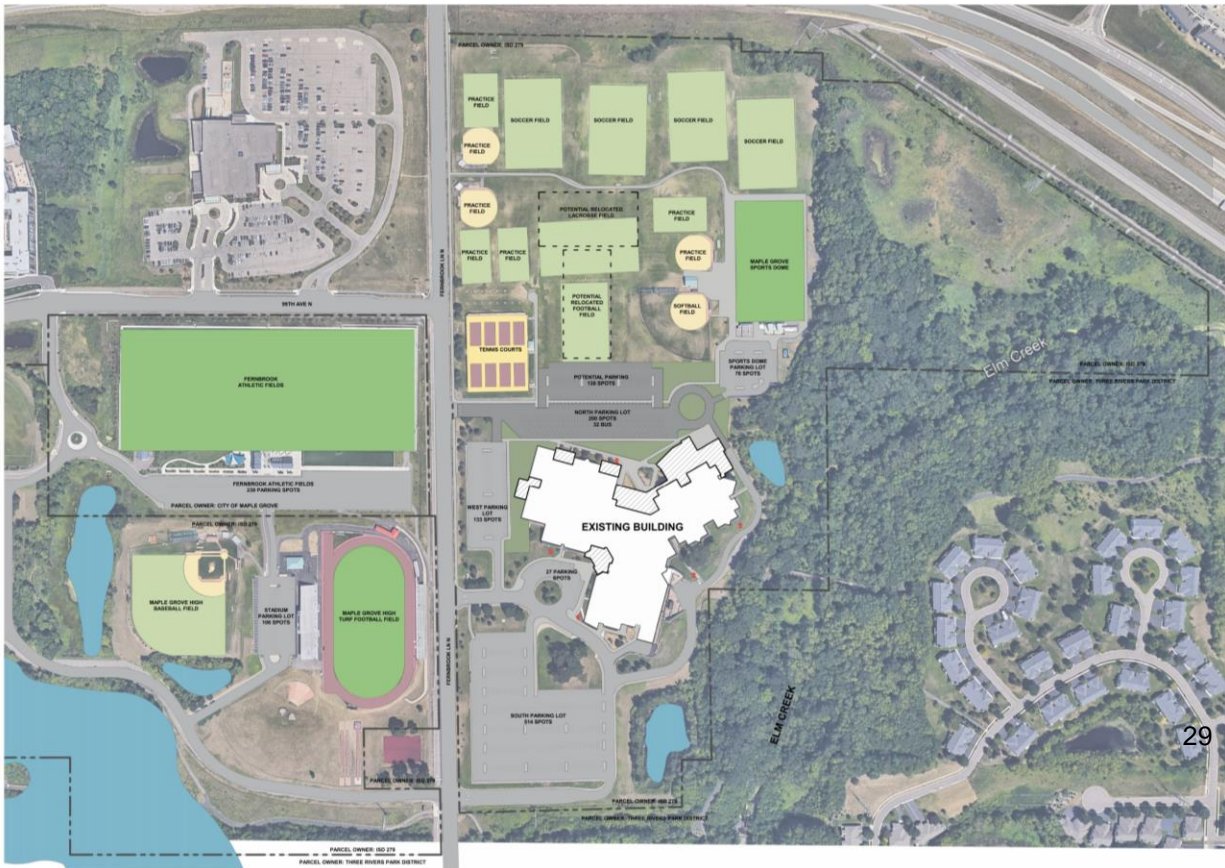
- Sand Volleyball
- Outdoor Basketball
- Playground

Parking Numbers:

- Fernbrook Athletic Fields
 - 239 Exist = 239 Future
- Stadium Parking Lot
 - 106 Exist = 106 Future
- South Parking Lot
 - 514 Exist = 514 Future
- Drop Off Loop
 - 27 Exist = 27 Future
- West Parking Lot
 - 185 Exist = 133 Future
- Sports Dome Parking Lot
 - 70 Exist = 70 Future
- North Parking Lot
 - 143 Exist = 200 Future
 - 32 Bus Exist = 37 Bus Future

Potential Parking Addition:

- 130 spots added to North Lot



MGSH PROJECT SCOPE

PLAN DIAGRAM



- Scope:**
- PE/Athletics Addition
 - Locker Room Additions
 - Events Entry/Cafeteria Addition
 - Classrooms/Labs Addition
 - Kitchen Expan./Remodel

First Floor

MGSH PROJECT SCOPE

PLAN DIAGRAM

Scope:

- Classrooms/Labs Addition
- Secure Front Entrance Addition
- Expansion of Music (Remodel)

- Classrooms/Flexible Learning Area
- Science, Engineering/Technology, Art, Business, Music
- Special Education
- Student Commons, Food Service
- Media Commons
- Auditorium
- Athletics / Physical Education
- Administration



Section 3

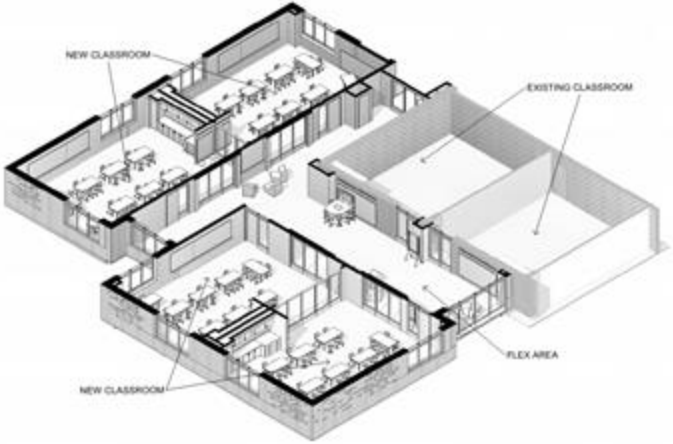
NEXT STEPS

PROJECT APPROACH

PARTICIPATORY PLANNING PHASE

INPUT
DESIGN DEVELOPMENT
TIMELINE:
2-3 MONTHS

END GOAL:
Gather detailed input for every space to be affected in the project from relevant stakeholders so that the building is highly functional for your staff and other users.



Minutes of the Regular Meeting
Independent School District 279 School Board
Maple Grove, MN
Tuesday, February 20, 2024

CALL TO ORDER	A regular meeting of the Independent School District 279 School Board was held on Tuesday, February 20, 2024 in the board room at the Educational Service Center. Board Chair Jackie Mosqueda-Jones called the meeting to order at 6:01 PM.
ROLL CALL	The following members were present: Thomas Brooks, Heather Douglass, Tanya Prince, Jackie Mosqueda-Jones, Sarah Mitchell, and Tamara Grady.
PLEDGE OF ALLEGIANCE	The Pledge of Allegiance was recited, led by Tanya Prince.
APPROVAL OF AGENDA	Motion by Thomas Brooks, seconded by Tanya Prince, to approve the printed agenda. The motion carried on a vote of 6 to 0.
STUDENT SKILLS DEMONSTRATION	Students from Zanewood STEAM School shared a skills demonstration showcasing their coding skills in a presentation titled “Byte-sized Brilliance – Zanewood STEAM Scholars Showcase the Magic of Code”.
STUDENT PERFORMANCE	Park Center Senior High School’s Afrobeats Dance Club shared a performance in recognition of Black History Month.
RECOGNITIONS	None
STUDENT SCHOOL BOARD REPRESENTATIVES’ REPORTS	Reports were shared by Mina Beattie for Park Center Senior High School, Hafizah Adam for Osseo Senior High School, Gautham Barani for Maple Grove Senior High School, Re’son Adkin for 279Online, and Izzy Andor for the Osseo Area Learning Center.
AUDIENCE OPPORTUNITY TO ADDRESS THE SCHOOL BOARD	<p>The following individuals addressed the School Board:</p> <ul style="list-style-type: none"> • Julie Smith (parent/guardian of a student) – book review committee • Brianne Smith (district resident) – book review committee • Natalie Sonnek (parent/guardian of a student) – measurable guidelines for library books • Khalid Hassan (parent/guardian of a student) – bathroom policy • Mohamud Farah (parent/guardian of a student) – book • Len Erickson (parent/guardian of a student) – spoke on behalf of Osseo district teacher • Vanessa Sethi (parent/guardian of a student) – teacher professional development

	<ul style="list-style-type: none"> • Kelly Janssen (parent/guardian of a student) – teacher training • Emily Bollinger (district employee) – Policy 652 appeal • Sally Kimmes (district employee, district resident) – Policy 652 appeal • LaDawn Severin (district resident) – recent training • Deb Spratt (district resident) - trust
SUPERINTENDENT’S REPORT	Dr. Kim Hiel’s report included Points of Pride, celebrating students, staff and community members who are contributing to the accomplishment of the district’s mission, which is to inspire and prepare each and every scholar with the confidence, courage and competence to achieve their dreams, contribute to community, and engage in a lifetime of learning. Reminders of several events were also shared.
SCHOOL BOARD REPORTS	Reports were shared by the following board members: Tanya Prince – Brooklyn Bridge Alliance for Youth, District Planning Advisory Council, 279 Foundation, Legislative Coffee Jackie Mosqueda-Jones – District 287
CONSENT AGENDA	<p>Motion by Heather Douglass, seconded by Sarah Mitchell, to approve items in the consent agenda as follows:</p> <ul style="list-style-type: none"> A. Minutes of the regular meeting of January 23, 2024 B. Minutes of the special meeting of February 6, 2024 C. Financial reports for the month of January 2024 D. Payment of items for the month of January 2024 E. Acceptance of the 2023-2024 P-EBT Local Level Administrative Cost Grant in the amount of \$6,180 and authorize an expenditure and budget appropriation in the amount of \$6,180. F. Acceptance of the 2023-2024 Homeland Security and Emergency Management (HSEM) Grant in the amount of \$5,000 and authorize an expenditure and budget appropriation in the amount of \$5,000. G. Extended Educational Trips H. Fundraisers I. Personnel J. Radon testing results (over) K. Long-term Facilities Maintenance (LTFM) Award: Edinbrook Elementary School Mechanical Renovations L. LTFM Award: Fernbrook Elementary School mechanical renovations <p>The motion carried on a vote of 6 to 0.</p>
APPROVAL OF FISCAL YEAR 2024 MID-YEAR BUDGET	Motion by Tamara Grady, seconded by Thomas Brooks, to approve the Fiscal Year 2024 Mid-year Budget adjustments for five funds: General,

	<p>Food and Nutrition Services, Community Service, Capital Expenditure/Land Proceeds, and Debt Service, as presented.</p> <p>The motion carried on a vote of 6 to 0.</p>
<p>APPROVAL OF FISCAL YEAR 2025 GENERAL FUND AND COMMUNITY SERVICE ADJUSTMENTS and CAPITAL EXPENDITURE BUDGET</p>	<p>Motion by Tamara Grady, seconded by Tanya Prince, to approve the Fiscal Year 2025 General Fund and Community Service Fund Adjustments, as presented.</p> <p>The motion carried on a vote of 6 to 0.</p> <p>Motion by Tanya Prince, seconded by Sarah Mitchell, to approve the Fiscal Year 2025 Capital Expenditure Budget that includes General Operating Capital and Capital Project (Technology/Safety) Levy expenditures, as presented in the amount of \$22,076,548.</p> <p>The motion carried on a vote of 6 to 0.</p>
<p>APPROVAL OF BUILDING A BETTER FUTURE II INITIATIVE; 2024 NORTH VIEW MIDDLE SCHOOL RENOVATIONS</p>	<p>Motion by Heather Douglass, seconded by Tanya Prince, to approve the bid package for the 2024 North View Middle School renovations, as presented.</p> <p>The motion carried on a vote of 6 to 0.</p>
<p>SECOND READING OF POLICIES</p>	<p>Motion by Heather Douglass, seconded by Thomas Brooks, to approve the Second Reading of Policy 740-Electronic Signatures (new policy). The motion carried on a vote of 6 to 0.</p> <p>Motion by Tanya Prince, seconded by Sarah Mitchell, to approve the Second Reading of Policy 406-Public and Private Personnel Data (review). The motion carried on a vote of 6 to 0.</p> <p>Motion by Heather Douglass, seconded by Tamara Grady to approve the Second Reading of Policy and Procedure 414-Mandated Reporting of Child Neglect or Abuse (review). The motion carried on a vote of 6 to 0.</p> <p>Motion by Tanya Prince, seconded by Sarah Mitchell, to approve the Second Reading of Policy and 416-Drug and Alcohol Testing (review). The motion carried on a vote of 6 to 0.</p> <p>Motion by Thomas Brooks, seconded by Heather Douglass, to approve the Second Reading of Policy 418-Drug-free Workplace (review). The motion carried on a vote of 6 to 0.</p>

	<p>Motion by Tanya Prince, seconded by Thomas Brooks, to approve the Second Reading of Policy 419-Tobacco-free Environment (review). The motion carried on a vote of 6 to 0.</p> <p>Motion by Tamara Grady, seconded by Heather Douglass, to approve the Second Reading of Policy and Procedure 423-Employee-Student Relationships (revisions). The motion carried on a vote of 6 to 0.</p> <p>Motion by Sarah Mitchell, seconded by Thomas Brooks, to approve the Second Reading of Policy 452-Firearm Restrictions for Employees (revisions). The motion carried on a vote of 6 to 0.</p> <p>Motion by Tanya Prince, seconded by Heather Douglass, to approve the Second Reading of Policy 602-School Calendar (review). The motion carried on a vote of 6 to 0.</p> <p>Motion by Thomas Brooks, seconded by Tamara Grady, to approve the Second Reading of Policy 614-Compliance with State Tests Required for Graduation (repeal). The motion carried on a vote of 6 to 0.</p> <p>Motion by Tanya Prince, seconded by Sarah Mitchell, to approve the Second Reading of Policy 626-Educational Programs-Grading and Reporting Student Achievement (review). The motion carried on a vote of 6 to 0.</p> <p>Motion by Tamara Grady, seconded by Thomas Brooks, to approve the Second Reading of Policy 645-Charter Schools (repeal). The motion carried on a vote of 6 to 0.</p> <p>Motion by Tanya Prince, seconded by Thomas Brooks, to approve the Second Reading of Policy 647-Pledge of Allegiance (review). The motion carried on a vote of 6 to 0.</p>
<p>POLICY 652: INSTRUCTIONAL MATERIALS SELECTION, PRODUCTION AND RE- EVALUATION APPEAL</p>	<p>Motion by Thomas Brooks, seconded by Tamara Grady, to affirm the district committee’s decision to retain the Book Fun Home in the Maple Grove High School library collection.</p> <p>A roll call vote was taken: Director Brooks – aye Director Douglass – nay Director Prince – nay Director Mosqueda-Jones – aye Director Mitchell – nay Director Grady – aye</p>

	With three aye votes and 3 nay votes, the district level decision stands.
GIFTS TO THE DISTRICT	<p>Motion by Tamara Grady, seconded by Thomas Brooks, to approve Gifts to the District totaling \$93,269.00.</p> <p>The motion carried on a vote of 6 to 0.</p>
ADJOURNMENT	<p>Motion by Heather Douglass, seconded by Sarah Mitchell, to adjourn the meeting at 9:16 PM.</p> <p>The motion carried on a vote of 6 to 0.</p>
	<p>_____</p> <p>Jackie Mosqueda-Jones, Board Chairperson</p>

Independent School District 279

Consent Agenda Financial Items Fiscal Year 2024

Date: March 19, 2024

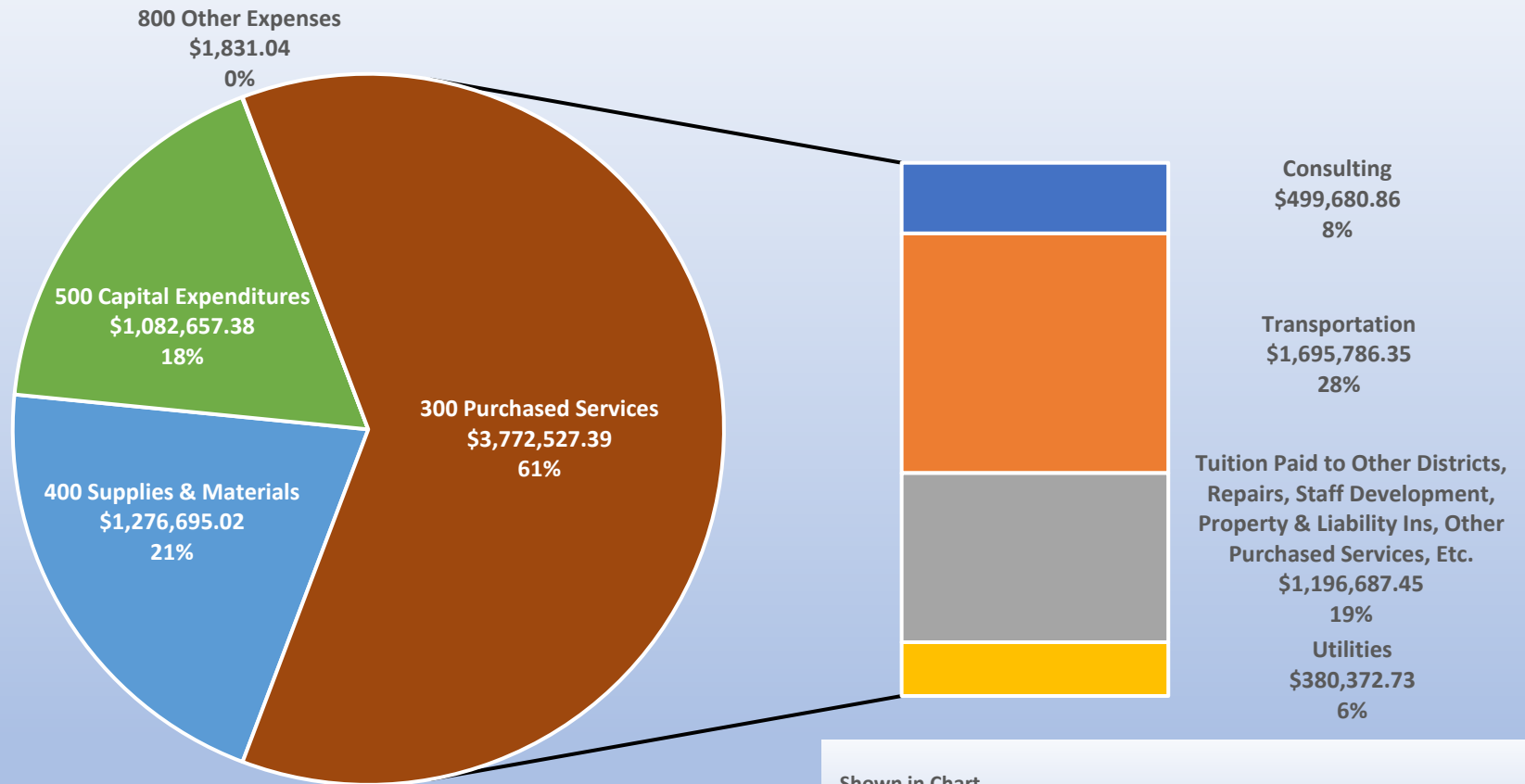
To: John Morstad, Executive Director of Finance and Operations

From: Kelly Benusa, Director of Business Services

RE: Consent Agenda Financial Items –
Approval of Financial Reports
Approval of Payments

- A. The ISD 279 School Board approval of financial reports for the month of February.
- B. The ISD 279 School Board authorizes payment of Vendor Checks, Payables, Electronic Wire Transfers, Employee Reimbursements, and Vendor ACH for the month of February totaling \$32,557,057.20.

FEBRUARY 2024 PAYMENTS FOR ALL FUNDS



Total=\$6,133,710.83

Shown in Chart

300 Purchased Services: Consulting Fees, Transportation, Utilities, Etc.
 400 Supplies and Materials: Food, Software, General Supplies, Etc.
 500 Capital Expenditures: Equipment, Building & Site Improvements, Etc.
 800 Other Expenses: Dues, Memberships, Etc.

Not Shown in Chart

Payroll, Benefits, Investments, Etc.....\$26,423,346.37

TO: John Morstad, Executive Director of Finance and Operations
FROM: Kelly Benusa, Director of Business Services
SUBJECT: Financial Reports for the Month Ended February 29, 2024
DATE: March 19, 2024

The following is a recap of the monthly financials:

Fund Balance Report

During the year, the District maintains its financial records on the cash basis. Therefore, the cash basis fund balance may fluctuate considerably during the year due to the timing of cash receipts and disbursements. At year-end, we convert the financial records to the modified accrual basis according to Governmental Accounting Standards Board (GASB). Fund balances are shown by fund total monthly. Fund balance designations within each fund for non-spendable, restricted, or assigned/unassigned will be shown at the fiscal year-end.

Revenue Operating Budget Summary by Fund

The General Fund-Percentage Comparison of Year-To-Date with Operating Budget shows a 0.6% increase from the prior year. All prior year accruals have been reversed in August; therefore, the District is still collecting prior year revenue from various sources, i.e., state aid, federal grants, other districts, etc. This process is consistent with prior years. June 30, 2023, year-end results have been incorporated into the February mid-year budget adjustments where applicable.

Expenditure Operating Budget Summary by Fund

The General Fund-Percentage Comparison of Year-To-Date with Operating Budget shows a 3.1% decrease from the prior year. June 30, 2023, year-end results have been incorporated into the February mid-year budget adjustments where applicable.

Current Investments on Hand

Interest rates remained stable during February 2.140% to 5.265% compared with January rates of 2.140% to 5.325%.

**ISD 279-Osseo Area Schools
Fund Balance Report
Fiscal Year 2024
Month Ended February 29, 2024**

Fund	Accrual Basis Fund Balance June 30, 2023	FY 2024 YTD Revenue	FY 2024 YTD Expenditure	Cash Basis * Fund Balance February 29, 2024
General	92,137,263	195,413,833	168,971,220	118,579,876
Student Activities	279,846	197,597	249,227	228,216
Capital & Land Proceeds	7,784,760	30,645,407	22,986,986	15,443,180
Food & Nutrition Service	4,813,959	8,955,526	9,591,071	4,178,414
Community Service	6,258,384	11,407,081	10,458,992	7,206,473
Building Construction	9,654,296	263,349,806	11,172,058	261,832,045
Debt Service	4,028,370	12,466,138	2,469,764	14,024,744
OPEB Debt Service	-	-	-	-
Retirement Incentive Pay Internal Service	791,614	-	136,831	654,783
Dental Self Insurance Internal Service	409,014	1,281,488	1,423,486	267,016
Health Self Insurance Internal Service	371,952	4,234,448	4,632,203	(25,803)
Post-Employment Benefits Revocable Trust Internal Service	9,163,329	1,832,015	-	10,995,344
Total	\$ 135,692,787	\$ 529,783,340	\$ 232,091,839	\$ 433,384,288

*During the year the District maintains its financial records on a cash basis. Therefore, the cash basis fund balance may fluctuate considerably during the year due to the timing of cash receipts and disbursements.

**ISD 279-Osseo Area Schools
Revenue Operating Budget Summary By Fund
Fiscal Year 2024
Month Ended February 29, 2024**

Revenue By Fund	Feb 2024 Revenue	FY 2024 YTD Revenue	% Of Budget	FY 2024 Budget	Actual YTD (Over) Under Budget	FY 2023 Actual Revenue	% Of PY Actual
General	33,298,641	191,880,629	63.0%	304,453,176	38,738,653	164,038,131	62.2%
Capital & Land Proceeds	6,857	8,990,395	49.7%	18,079,531	9,089,136	8,445,470	50.8%
Food & Nutrition Services	1,804,852	8,924,329	52.0%	17,169,602	8,245,273	6,670,736	48.9%
Community Service	1,015,517	9,800,817	64.8%	15,131,657	5,330,840	9,590,964	65.0%
Debt Service	(5,446)	12,466,138	95.0%	13,126,205	660,067	15,605,517	93.7%
OPEB Debt Service	19,823	-		-	-	(3,115)	
Total Revenue Operating Budget	<u>36,140,244</u>	<u>232,062,308</u>	63.1%	<u>367,960,171</u>	<u>62,063,969</u>	<u>204,347,703</u>	62.8%
Special Funded Projects (State & Federal)	141,022	25,530,291	32.3%	79,007,601	53,477,310	25,654,956	38.2%
Gifts/Fund Raising Clearing/Resale	198,839	1,295,387	51.3%	2,525,000	1,229,613	1,262,574	51.2%
Student Activities	75,765	197,597	52.7%	375,000	177,403	206,566	62.4%
Total Revenue Budget	<u>36,555,870</u>	<u>259,085,582</u>	57.6%	<u>\$ 449,867,772</u>	<u>\$ 116,948,295</u>	<u>\$ 231,471,799</u>	58.6%
Non-Budgeted Funds							
Building Construction	263,307,757	263,349,806					
Dental Self Insurance Internal Service	201,442	1,281,488					
Health Self Insurance Internal Service	830,587	4,234,448					
Post-Employment Benefits Revocable Trust Internal Service	135,128	1,832,015					
Total Non-Budgeted Funds	<u>264,474,915</u>	<u>270,697,757</u>					
Total Revenue	<u>\$ 301,030,785</u>	<u>\$ 529,783,340</u>					

General Fund - % Comparison of Year to Date with Operating Budget	<u>FY 2024</u> 63.0%	<u>FY 2023</u> 62.4%
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**ISD 279-Osseo Area Schools
Expenditure Operating Budget Summary By Fund
Fiscal Year 2024
Month Ended February 29, 2024**

Expenditure By Fund	Feb 2024 Expenditure	FY 2024 YTD Expenditure	% Of Budget	FY 2024 Budget	Actual YTD (Over) Under Budget	FY 2023 Actual Expenditure	% Of PY Actual
Salaries and Wages	\$ 14,545,987	\$ 86,248,295	48.4%	\$ 178,218,979	\$ 91,970,684	\$ 86,011,017	51.8%
Employee Benefits	5,287,755	34,523,602	53.7%	64,303,012	29,779,410	33,574,557	56.0%
Purchased Services	3,004,086	18,073,112	46.2%	39,121,751	21,048,639	18,773,913	53.8%
Supplies and Materials	309,701	3,202,427	50.3%	6,370,631	3,168,204	2,494,716	68.2%
Capital	1,737	350,223	38.3%	914,680	564,457	391,902	90.0%
Other	1,762	59,343	5.4%	1,090,439	1,031,096	(134,118)	-92.2%
General	<u>23,151,028</u>	<u>142,457,002</u>	49.1%	<u>290,019,492</u>	<u>147,562,490</u>	<u>141,111,986</u>	53.2%
Capital & Land Proceeds	595,424	12,521,116	59.6%	21,017,675	8,496,559	13,722,443	73.2%
Food & Nutrition Services	1,505,187	9,513,755	53.9%	17,660,359	8,146,604	9,277,477	60.3%
Community Service	1,228,162	9,048,333	56.5%	16,017,431	6,969,098	8,037,804	59.0%
Debt Service	-	2,469,764	20.2%	12,250,870	9,781,106	16,307,862	100.0%
OPEB Debt Service	-	-		-	-	-	0.0%
Total Expenditure Operating Budget	<u>26,479,801</u>	<u>176,009,969</u>	49.3%	<u>356,965,827</u>	<u>180,955,858</u>	<u>188,457,572</u>	57.1%
Special Funded Projects (State & Federal)	4,565,905	37,164,741	47.0%	79,007,601	41,842,860	31,073,810	46.6%
Gifts/Fund Raising Clearing/Resale	225,308	1,303,323	51.6%	2,525,000	1,221,677	1,234,407	52.5%
Student Activities	73,982	249,227	66.5%	375,000	125,773	224,892	64.6%
Total Expenditure Budget	<u>31,344,996</u>	<u>214,727,261</u>	48.9%	<u>\$ 438,873,428</u>	<u>\$ 224,146,167</u>	<u>\$ 220,990,681</u>	55.4%
Non-Budgeted Funds							
Building Construction	1,405,021	11,172,058					
Retirement Incentive Pay Internal Service	-	136,831					
Dental Self Insurance Internal Service	205,621	1,423,486					
Health Self Insurance Internal Service	578,708	4,632,203					
Post-Employment Benefits Revocable Trust Internal Service	-	-					
Total Non-Budgeted Funds	<u>2,189,349</u>	<u>17,364,578</u>					
Total Expenditure	<u>\$ 33,534,346</u>	<u>\$ 232,091,839</u>					

General Fund - % Comparison of Year to Date with Operating Budget	<u>FY 2024</u> 49.1%	<u>FY 2023</u> 52.2%
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**ISD 279 - OSSEO AREA SCHOOLS
CURRENT INVESTMENTS ON HAND
FISCAL YEAR 2024
MONTH END FEBRUARY 29, 2024**

BANK	TYPE	PURCHASED	MATURITY	YIELD	COST
OPERATING FUNDS					
MN TRUST - PMA	CD	10-27-22	05-10-24	4.380	5,000,000
MN TRUST - PMA	CD	10-27-22	07-26-24	4.400	2,000,000
MN TRUST - PMA	TERM SERIES	04-19-23	04-18-24	4.860	7,000,000
MN TRUST - PMA	CD	07-25-23	01-27-25	5.210	231,450
MN TRUST - PMA	CD	07-25-23	01-27-25	5.160	231,650
MN TRUST - PMA	CD	07-25-23	01-27-25	5.350	231,150
MN TRUST - PMA	CD	07-25-23	01-27-25	5.200	231,650
MN TRUST - PMA	CD	07-25-23	01-27-25	5.100	8,824,100
MN TRUST - PMA	CD	08-31-23	05-02-25	5.060	4,000,000
MN TRUST - PMA	CD	08-03-23	02-03-25	5.310	248,337
MN TRUST - PMA	CD	10-27-23	03-25-24	5.410	244,450
MN TRUST - PMA	CD	10-27-23	03-25-24	5.350	244,500
MN TRUST - PMA	CD	10-27-23	02-19-25	5.340	233,450
MN TRUST - PMA	CD	10-27-23	02-19-25	5.390	233,300
MN TRUST - PMA	CD	10-27-23	02-19-25	5.100	234,100
MN TRUST - PMA	CD	10-27-23	07-28-25	5.140	229,000
MN TRUST - PMA	CD	10-27-23	07-28-25	5.140	229,000
MN TRUST - PMA	CD	10-27-23	07-28-25	5.040	229,600
MN TRUST - PMA	CD	10-27-23	07-28-25	4.960	229,600
MN TRUST - PMA	CD	10-27-23	07-28-25	5.110	229,050
MN TRUST - PMA	CD	10-27-23	07-28-25	4.950	229,900
MN TRUST - PMA	TERM SERIES	08-23-23	01-27-25	5.130	5,000,000
MN TRUST - PMA	TERM SERIES	11-01-23	11-01-24	5.350	6,000,000
MN TRUST - PMA	SDA	04-25-22	02-29-24	5.350	11,011,023
MN TRUST - PMA	SDA	10-19-22	02-29-24	5.350	16,029,361
MN TRUST - PMA	LIMITED TERM DURATION	06-01-17	02-29-24	1.700	20,418,665
US BANK	MONEY MKT		02-29-24	5.265	9,507,251
MN TRUST - PMA	MONEY MKT		02-29-24	5.228	44,351,378
TOTAL OPERATING FUNDS					142,881,965
LONG-TERM FACILITIES MAINTENANCE 2022A BOND					
MN TRUST - PMA	CD	03-29-23	03-29-24	5.237	235,150
MN TRUST - PMA	CD	03-29-23	03-29-24	5.243	237,450
MN TRUST - PMA	CD	03-29-23	03-29-24	4.997	237,950
MN TRUST - PMA	CD	03-29-23	03-29-24	5.147	237,600
MN TRUST - PMA	CD	03-29-23	03-29-24	5.190	237,500
MN TRUST - PMA	CD	03-29-23	03-29-24	4.897	238,200
MN TRUST - PMA	CD	03-29-23	03-29-24	4.947	238,050
MN TRUST - PMA	CD	03-29-23	09-30-24	4.250	234,800
MN TRUST - PMA	CD	03-29-23	10-31-24	4.244	234,050
MN TRUST - PMA	CD	03-29-23	10-31-24	4.728	232,050
MN TRUST - PMA	CD	03-29-23	11-29-24	5.097	230,250
MN TRUST - PMA	SDA	09-28-22	02-29-24	5.350	2,944
MN TRUST - PMA	MONEY MKT		02-29-24	5.228	1,580,287
TOTAL LONG-TERM FACILITIES MAINTENANCE 2022A BOND					4,176,281
LONG-TERM FACILITIES MAINTENANCE 2024A BOND					
MN TRUST - PMA	MONEY MKT		02-29-24	5.228	154,295,340
TOTAL LONG-TERM FACILITIES MAINTENANCE 2024A BOND					154,295,340
SCHOOL BUILDING 2024A BOND					
MN TRUST - PMA	MONEY MKT		02-29-24	5.228	108,348,360
TOTAL SCHOOL BUILDING 2024A BOND					108,348,360
OPEB REVOCABLE TRUST					
MN TRUST - PMA	CORP. BONDS	02-25-16	02-10-45	3.700	286,926
MN TRUST - PMA	CORP. BONDS	03-03-16	03-01-46	3.800	199,112
MN TRUST - PMA	MUNICIPAL	06-22-16	07-01-31	3.800	45,000
MN TRUST - PMA	CORP. BONDS	08-30-16	06-15-35	3.130	573,985
MN TRUST - PMA	CORP. BONDS	09-16-16	10-15-46	3.530	249,362
MN TRUST - PMA	MUNICIPAL	10-17-16	08-01-33	3.220	202,265
MN TRUST - PMA	MUNICIPAL	10-17-16	02-15-38	3.560	174,741
MN TRUST - PMA	MUNICIPAL	10-17-16	11-01-37	3.450	135,405
MN TRUST - PMA	MUNICIPAL	10-21-16	05-15-31	3.090	298,551

**ISD 279 - OSSEO AREA SCHOOLS
CURRENT INVESTMENTS ON HAND
FISCAL YEAR 2024
MONTH END FEBRUARY 29, 2024**

BANK	TYPE	PURCHASED	MATURITY	YIELD	COST
MN TRUST - PMA	MUNICIPAL	10-25-16	10-01-37	3.190	270,712
MN TRUST - PMA	CORP. BONDS	01-31-17	03-01-26	3.640	234,268
MN TRUST - PMA	MUNICIPAL	02-28-17	06-15-32	4.050	216,608
MN TRUST - PMA	CORP. BONDS	03-09-17	06-15-27	3.250	199,494
MN TRUST - PMA	MUNICIPAL	03-30-17	09-15-30	3.350	148,383
MN TRUST - PMA	MUNICIPAL	04-19-17	02-01-25	3.000	250,000
MN TRUST - PMA	CORP. BONDS	04-28-17	01-15-26	3.180	109,300
MN TRUST - PMA	MUNICIPAL	09-21-17	09-01-28	2.950	200,000
MN TRUST - PMA	CORP. BONDS	09-28-17	10-01-27	3.100	199,932
MN TRUST - PMA	MUNICIPAL	10-12-17	09-15-26	2.960	256,540
MN TRUST - PMA	CORP. BONDS	01-24-18	01-24-39	3.880	250,000
MN TRUST - PMA	CORP. BONDS	01-30-18	02-22-48	3.950	210,584
MN TRUST - PMA	CORP. BONDS	01-30-18	01-23-49	3.910	390,632
MN TRUST - PMA	CORP. BONDS	02-20-18	03-01-28	3.810	249,833
MN TRUST - PMA	CORP. BONDS	08-29-18	04-23-29	4.336	287,550
MN TRUST - PMA	MUNICIPAL	09-27-18	07-01-32	3.770	307,876
MN TRUST - PMA	CORP. BONDS	10-10-18	12-14-35	4.150	254,948
MN TRUST - PMA	CORP. BONDS	09-13-19	03-13-51	2.470	297,954
MN TRUST - PMA	MUNICIPAL	10-16-19	05-25-26	2.310	100,000
MN TRUST - PMA	MUNICIPAL	10-03-19	11-01-29	2.320	145,982
MN TRUST - PMA	MORTGAGE BACKED SEC	10-24-19	07-25-25	2.210	118,855
MN TRUST - PMA	MUNICIPAL	12-10-19	04-01-30	2.610	250,000
MN TRUST - PMA	MORTGAGE BACKED SEC	03-16-20	08-01-24	2.010	242,437
MN TRUST - PMA	CORP. BONDS	01-31-20	02-05-50	3.250	99,961
MN TRUST - PMA	MUNICIPAL	02-27-20	01-01-32	1.810	150,000
MN TRUST - PMA	MORTGAGE BACKED SEC	02-27-20	10-25-27	1.560	84,019
MN TRUST - PMA	MUNICIPAL	10-14-20	06-01-32	1.860	100,000
MN TRUST - PMA	CORP. BONDS	10-08-20	06-30-30	1.320	201,368
MN TRUST - PMA	CORP. BONDS	10-22-20	10-15-30	1.740	199,234
MN TRUST - PMA	MUNICIPAL	10-27-20	08-01-32	1.750	100,000
MN TRUST - PMA	MORTGAGE BACKED SEC	10-15-20	02-26-35	1.650	181,303
MN TRUST - PMA	MUNICIPAL	10-14-20	12-01-35	2.570	169,878
MN TRUST - PMA	MUNICIPAL	11-24-20	10-01-36	1.930	230,715
MN TRUST - PMA	MORTGAGE BACKED SEC	12-10-20	10-25-30	1.190	102,992
MN TRUST - PMA	MUNICIPAL	12-22-20	08-01-36	2.060	100,000
MN TRUST - PMA	MUNICIPAL	12-14-20	02-01-40	2.050	200,740
MN TRUST - PMA	MUNICIPAL	12-22-20	12-01-42	2.340	100,000
MN TRUST - PMA	CORP. BONDS	12-17-20	04-15-26	0.790	54,143
MN TRUST - PMA	MUNICIPAL	01-15-21	04-01-36	2.130	100,000
MN TRUST - PMA	MUNICIPAL	01-27-21	04-01-43	3.280	100,000
MN TRUST - PMA	CORP. BONDS	01-07-21	03-15-31	1.380	248,807
MN TRUST - PMA	MUNICIPAL	01-20-21	05-15-47	2.650	256,740
MN TRUST - PMA	GOVERNMENT	01-11-21	11-20-37	1.630	189,094
MN TRUST - PMA	CORP. BONDS	02-11-21	02-11-31	1.950	100,089
MN TRUST - PMA	CORP. BONDS	02-03-21	06-01-51	3.100	99,944
MN TRUST - PMA	CORP. BONDS	02-26-21	03-15-51	3.260	249,757
MN TRUST - PMA	CORP. BONDS	02-19-21	03-15-51	1.690	99,409
MN TRUST - PMA	CORP. BONDS	03-16-21	04-01-32	2.590	99,570
MN TRUST - PMA	CORP. BONDS	03-22-21	03-22-41	3.400	249,855
MN TRUST - PMA	CORP. BONDS	04-27-21	07-01-53	2.900	185,359
MN TRUST - PMA	CORP. BONDS	06-29-21	07-15-41	0.150	149,172
MN TRUST - PMA	CORP. BONDS	06-08-21	06-08-51	0.150	249,267
MN TRUST - PMA	MUNICIPAL	07-29-21	11-01-31	2.630	200,000
MN TRUST - PMA	MUNICIPAL	07-20-21	08-01-37	1.930	147,342
MN TRUST - PMA	CORP. BONDS	07-22-21	02-01-52	2.730	297,873
MN TRUST - PMA	CORP. BONDS	08-31-21	07-15-41	2.670	102,080
MN TRUST - PMA	CORP. BONDS	08-31-21	03-15-32	2.020	252,880
MN TRUST - PMA	CORP. BONDS	09-02-21	06-01-51	3.180	96,947
MN TRUST - PMA	CORP. BONDS	09-07-21	09-15-51	2.730	248,268
MN TRUST - PMA	CORP. BONDS	10-28-21	11-02-27	1.880	300,000
MN TRUST - PMA	CORP. BONDS	11-08-21	12-01-28	1.900	109,856
MN TRUST - PMA	CORP. BONDS	11-15-21	11-18-31	2.000	99,487
MN TRUST - PMA	MORTGAGE BACKED SEC	01-28-22	10-25-25	1.630	293,856
MN TRUST - PMA	CORP. BONDS	03-15-22	03-15-52	3.820	251,313
MN TRUST - PMA	CORP. BONDS	08-22-22	08-22-32	4.300	100,000
MN TRUST - PMA	CORP. BONDS	08-23-22	03-15-33	4.150	99,929
MN TRUST - PMA	GOVERNMENT	08-31-22	08-31-24	3.250	59,747
MN TRUST - PMA	CORP. BONDS	10-28-22	02-15-28	3.400	149,937
MN TRUST - PMA	ASSET BACKED SEC	11-22-22	08-16-27	5.280	299,941

**ISD 279 - OSSEO AREA SCHOOLS
CURRENT INVESTMENTS ON HAND
FISCAL YEAR 2024
MONTH END FEBRUARY 29, 2024**

BANK	TYPE	PURCHASED	MATURITY	YIELD	COST
MN TRUST - PMA	CORP. BONDS	12-14-22	08-15-23	4.630	223,602
MN TRUST - PMA	CORP. BONDS	01-10-23	02-01-33	4.940	99,666
MN TRUST - PMA	CORP. BONDS	01-26-23	01-26-34	4.820	293,660
MN TRUST - PMA	CORP. BONDS	01-24-23	01-15-33	4.370	250,662
MN TRUST - PMA	CORP. BONDS	02-23-23	05-15-33	4.690	149,176
MN TRUST - PMA	CORP. BONDS	03-06-23	05-15-33	5.180	149,636
MN TRUST - PMA	CORP. BONDS	05-30-23	02-15-34	5.440	249,178
MN TRUST - PMA	CORP. BONDS	07-25-23	06-12-29	5.810	299,562
MN TRUST - PMA	CORP. BONDS	08-18-23	06-01-49	5.230	155,560
MN TRUST - PMA	CORP. BONDS	08-18-23	11-21-39	5.660	165,994
MN TRUST - PMA	CORP. BONDS	08-18-23	07-21-34	5.820	242,060
MN TRUST - PMA	CORP. BONDS	09-21-23	11-02-42	5.390	127,923
MN TRUST - PMA	CORP. BONDS	09-08-23	03-15-34	6.090	99,675
MN TRUST - PMA	CORP. BONDS	09-22-23	08-08-24	5.900	149,959
MN TRUST - PMA	CORP. BONDS	09-08-23	09-08-33	5.150	249,962
MN TRUST - PMA	GOVERNMENT	09-20-23	08-15-25	5.110	96,445
MN TRUST - PMA	CORP. BONDS	09-21-23	01-15-29	5.160	191,636
MN TRUST - PMA	GOVERNMENT	10-31-23	11-15-42	5.290	169,352
MN TRUST - PMA	CORP. BONDS	11-22-23	11-15-53	5.900	99,085
MN TRUST - PMA	CORP. BONDS	11-22-23	03-15-64	5.950	99,721
MN TRUST - PMA	GOVERNMENT	12-06-23	05-15-39	4.250	99,699
MN TRUST - PMA	CORP. BONDS	01-02-24	02-15-34	4.870	149,703
MN TRUST - PMA	EQUITY		02-29-24	2.140	6,114,028
MN TRUST - PMA	MONEY MKT		02-29-24	5.220	798,502
TOTAL OPEB REVOCABLE TRUST					25,642,550
TOTAL INVESTMENTS					\$ 435,344,495

CD CERTIFICATE OF DEPOSIT FDIC \$250,000
 CN CORPORATE NOTE
 CP COMMERCIAL PAPER

FHLB FEDERAL HOME LOAN BANK
 FHLMC FEDERAL HOME LOAN MORTGAGE CORP.
 FNMA FEDERAL NAT'L MORTGAGE ASS'N.

February 2024 Monthly Check Register

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/07/24	733354	Vendor Check	303 FED SUB CONTRACT <\$25,000	300 Purchased Services	54856	AFROCONTIGBO	\$600.00
02/07/24	733368	Vendor Check	303 FED SUB CONTRACT <\$25,000	300 Purchased Services	F4785	BROOKLYN PARK LIONS	\$500.00
02/07/24	733431	Vendor Check	303 FED SUB CONTRACT <\$25,000	300 Purchased Services	54855	MAKKY, TAREK HAMDY	\$300.00
02/07/24	733434	Vendor Check	303 FED SUB CONTRACT <\$25,000	300 Purchased Services	54853	MCNUTT, NIPRE MONET	\$250.00
02/07/24	733477	Vendor Check	303 FED SUB CONTRACT <\$25,000	300 Purchased Services	54852	TAY PHUONG LIONS LL	\$400.00
02/07/24	733485	Vendor Check	303 FED SUB CONTRACT <\$25,000	300 Purchased Services	54854	WOODARD, MARCUS	\$300.00
02/07/24	733488	Vendor Check	303 FED SUB CONTRACT <\$25,000	300 Purchased Services	54859	BARR, DIANH-MAURIE	\$200.00
02/07/24	733489	Vendor Check	303 FED SUB CONTRACT <\$25,000	300 Purchased Services	54858	ESKRIDGE, LUTHER JO	\$400.00
02/14/24	V8006296	Vendor ACH	303 FED SUB CONTRACT <\$25,000	300 Purchased Services	20136	AMERICAN READING CO	\$6,000.00
02/14/24	733609	Vendor Check	304 FED SUB CONTRACT >\$25,000	300 Purchased Services	D2346	ST DAVIDS CTR FOR C	\$32,000.00
02/05/24	V5021382	Employee Reimbursement	305 CONSULTING FEES FOR SERV	300 Purchased Services	E32997	KAREN C JOHNSON	\$107.19
02/05/24	V5021410	Employee Reimbursement	305 CONSULTING FEES FOR SERV	300 Purchased Services	E33295	SUPAWAN SUPANAKORN-	\$107.19
02/07/24	733365	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	D5245	BJORKLUND COMPENSAT	\$450.00
02/07/24	733408	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54832	HAMZA, HAIZAL	\$200.00
02/07/24	733441	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54598	MINNESOTA MEDICAL T	\$164.98
02/07/24	733447	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	53320	NUESYNERGY	\$1,177.50
02/07/24	733454	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54372	RADAR TALENT SOLUTI	\$4,500.00
02/07/24	P405154	Epayable	305 CONSULTING FEES FOR SERV	300 Purchased Services	50804	DART PORTABLE STORA	\$90.00
02/07/24	V8006222	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	54676	BLAZERWORKS	\$20,726.75
02/07/24	V8006223	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	F5038	BLB CONSULTING LLC	\$445.00
02/07/24	V8006231	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	50555	DAY, SANDRA	\$1,000.00
02/07/24	V8006240	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	51338	HARRIS, RACHEL	\$10,816.54
02/07/24	V8006244	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	26561	HIGH POINT NETWORKS	\$8,056.25
02/07/24	V8006269	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	12716	NORTHERN LIGHTS	\$1,560.00
02/09/24	V8006291	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	53775	RODER, JENNIFER	\$300.00
02/14/24	733512	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	00636	ASL INTERPRETING SE	\$132.00
02/14/24	733516	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54864	BEST CROWD MANAGEME	\$464.43
02/14/24	733518	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	00075	BROOKLYN PARK, CITY	\$74,923.94
02/14/24	733521	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	53552	BUCKANGA-JACKSON, K	\$200.00
02/14/24	733524	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	53562	CIRCLE MONKEY SQUAR	\$300.00
02/14/24	733551	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54736	HENRY, CHASKE	\$200.00
02/14/24	733552	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54737	HENRY, ROBERT ANTON	\$200.00
02/14/24	733568	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54717	KENOTE, BRADLEY M	\$200.00
02/14/24	733588	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	F1649	NECKLACE, KRISTA	\$200.00
02/14/24	733589	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	53959	PLYMOUTH PARKS AND	\$1,925.00
02/14/24	733593	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	15814	REGENTS OF THE U OF	\$150,154.80
02/14/24	733605	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54825	SMITH, SEAN	\$200.00
02/14/24	733610	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	D2346	ST DAVIDS CTR FOR C	\$6,161.25
02/14/24	P405184	Epayable	305 CONSULTING FEES FOR SERV	300 Purchased Services	F5617	EWALD CONSULTING	\$2,115.88
02/14/24	V8006301	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	54676	BLAZERWORKS	\$19,033.80

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/14/24	V8006312	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	F6283	DARK KNIGHT SOLUTIO	\$350.00
02/14/24	V8006323	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	54849	HARTMAN, LISA ANNET	\$14,906.25
02/14/24	V8006345	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	52884	MCCAMMON, REBECCA E	\$450.00
02/14/24	V8006353	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	50900	MRI SOFTWARE LLC	\$1,257.45
02/14/24	V8006365	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	F3621	PHOENIX SCHOOL COUN	\$5,017.13
02/14/24	V8006382	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	50982	TEAMWORKS INTERNATI	\$1,225.00
02/14/24	V8006393	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	A3073	YOUTH FRONTIERS INC	\$6,000.00
02/20/24	V1005769	Electronic Wire Transfer	305 CONSULTING FEES FOR SERV	300 Purchased Services	PC0051	US BANK CARD EQUITY	\$864.88
02/20/24	V1005776	Electronic Wire Transfer	305 CONSULTING FEES FOR SERV	300 Purchased Services	PC0076	US BANK CARD JMACCA	\$175.00
02/21/24	733676	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	53320	NUESYNERGY	\$1,177.50
02/21/24	733682	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54372	RADAR TALENT SOLUTI	\$3,000.00
02/21/24	733689	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	51072	SEVEREID, NANCY	\$420.00
02/21/24	V8006414	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	53755	CHOOSING HAPPINESS	\$750.00
02/21/24	V8006415	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	07933	CINTAS CORPORATION	\$29.10
02/21/24	V8006421	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	F5627	GBR INTERPRETING &	\$495.00
02/21/24	V8006426	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	07766	INSTITUTE FOR ENVIR	\$35,416.27
02/21/24	V8006427	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	52611	JOHNSON CONTROLS FI	\$16,715.01
02/21/24	V8006460	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	54723	THE FINDING HUMAN I	\$13,200.00
02/21/24	V8006464	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	05235	TSI INC	\$420.00
02/28/24	733706	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	F5764	ADVENT LUTHERAN CHU	\$150.00
02/28/24	733711	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	00636	ASL INTERPRETING SE	\$132.00
02/28/24	733723	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	53552	BUCKANGA-JACKSON, K	\$200.00
02/28/24	733754	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	D1613	HENNEPIN COUNTY TRE	\$1,004.00
02/28/24	733755	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54736	HENRY, CHASKE	\$200.00
02/28/24	733756	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54737	HENRY, ROBERT ANTON	\$200.00
02/28/24	733762	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54717	KENOTE, BRADLEY M	\$200.00
02/28/24	733780	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	F1649	NECKLACE, KRISTA	\$200.00
02/28/24	733783	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	F2709	PACIFIC INTERPRETER	\$13.80
02/28/24	733796	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54825	SMITH, SEAN	\$200.00
02/28/24	P405234	Epayable	305 CONSULTING FEES FOR SERV	300 Purchased Services	15681	NYBERG CLEANERS	\$948.00
02/28/24	V8006478	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	54676	BLAZERWORKS	\$15,037.45
02/28/24	V8006485	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	F5401	CAPTIVATE MEDIA + C	\$19,065.00
02/28/24	V8006488	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	07933	CINTAS CORPORATION	\$4.10
02/28/24	V8006498	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	F5627	GBR INTERPRETING &	\$840.00
02/28/24	V8006524	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	52158	NORTHWEST METRO HEA	\$11,355.42
02/28/24	V8006539	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	54876	TENDER TRANSITIONS	\$1,000.00
02/21/24	V8006446	Vendor ACH	315 REPAIRS & MAINT COMP/TECH	300 Purchased Services	18914	RICOH USA	\$2,073.32
02/07/24	733414	Vendor Check	316 MN JOINT POWERS AGENCIES	300 Purchased Services	A1613	INTERMEDIATE DISTRI	\$92,240.33
02/07/24	V8006236	Vendor ACH	320 TELEPHONE/COMMUNICATION	300 Purchased Services	52466	GRANITE TELECOMMUNI	\$6,853.26
02/13/24	733500	Vendor Check	320 TELEPHONE/COMMUNICATION	300 Purchased Services	52467	CONSOLIDATED COMMUN	\$9,999.29
02/13/24	733502	Vendor Check	320 TELEPHONE/COMMUNICATION	300 Purchased Services	D6911	VERIZON WIRELESS BE	\$2,616.64
02/20/24	V1005737	Electronic Wire Transfer	320 TELEPHONE/COMMUNICATION	300 Purchased Services	15229	POPP.COM INC	\$433.74
02/20/24	V5021422	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31387	WILLIAM M AHLMANN	\$45.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V5021423	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22423	JENNIFER AJSENBERG	\$90.00
02/20/24	V5021424	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34216	FATIMA ALNIZAMI	\$90.00
02/20/24	V5021425	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E12249	LAUREL L ANDERSON	\$90.00
02/20/24	V5021427	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30858	JEFFREY A ANSORGE	\$90.00
02/20/24	V5021428	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33275	JOHANNAH ARNDT	\$90.00
02/20/24	V5021429	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28562	JEFFREY P ARTHURS	\$90.00
02/20/24	V5021430	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29670	STEPHEN J AUDETTE	\$90.00
02/20/24	V5021432	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33529	DIANE M BAGLEY	\$90.00
02/20/24	V5021433	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23103	MARK A BARNES	\$45.00
02/20/24	V5021434	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33272	BRYAN BASS	\$90.00
02/20/24	V5021435	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30290	JENNIFER M BAUER	\$90.00
02/20/24	V5021436	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23531	MICHELLE MAE BAUERM	\$45.00
02/20/24	V5021438	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20822	BART C BECKER	\$90.00
02/20/24	V5021439	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28728	JAMES A BECKER	\$45.00
02/20/24	V5021440	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33479	TAJTIANNA BELL	\$90.00
02/20/24	V5021441	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28149	DON R BELLEFEUILLE	\$90.00
02/20/24	V5021442	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19653	DANIEL J BENG	\$45.00
02/20/24	V5021443	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20548	KELLY A BENUSA	\$90.00
02/20/24	V5021444	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E21859	CHRISTOPHER M BERG	\$90.00
02/20/24	V5021445	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23942	ALEX H BERG	\$90.00
02/20/24	V5021446	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27924	TERRY L BERGGREN	\$90.00
02/20/24	V5021447	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22734	KIMBERLY A BERLING	\$90.00
02/20/24	V5021448	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27680	CARTER P BERRY	\$90.00
02/20/24	V5021450	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26114	KRISTAN M BIDWELL	\$90.00
02/20/24	V5021451	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22952	RYAN M BISSON	\$90.00
02/20/24	V5021452	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26912	JEANETTE M BITZER	\$90.00
02/20/24	V5021453	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25528	DIANA BLEDSOE	\$90.00
02/20/24	V5021454	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23142	MICHAEL ARLEN BLOOM	\$45.00
02/20/24	V5021455	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34104	MARK D BOCOCK	\$45.00
02/20/24	V5021456	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19023	ANDREA W BODEAU	\$90.00
02/20/24	V5021458	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26249	JAMIE LEE CARLSON B	\$90.00
02/20/24	V5021459	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32888	TANYA L BRADEHOFT	\$45.00
02/20/24	V5021460	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28287	DAVID A BRANCH	\$90.00
02/20/24	V5021462	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E7380	THOMAS W BRANDT	\$90.00
02/20/24	V5021463	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34141	SONNI BUERSKIN	\$90.00
02/20/24	V5021464	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34468	LUCAS J BURNS	\$90.00
02/20/24	V5021465	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28668	CARRIE A CABE	\$90.00
02/20/24	V5021466	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33534	JASON M CARDOSI	\$90.00
02/20/24	V5021468	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E10701	DALE J CARLSTROM	\$90.00
02/20/24	V5021469	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29159	RANDY M CARTER	\$90.00
02/20/24	V5021470	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31538	JAMES F CASSIDY	\$90.00
02/20/24	V5021471	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E21510	BRIAN CHANCE	\$90.00
02/20/24	V5021472	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33474	LISA CHANG	\$90.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V5021473	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32004	IRFAN A CHAUDHRY	\$90.00
02/20/24	V5021475	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31635	LENA M CHRISTIANSEN	\$90.00
02/20/24	V5021476	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32955	MERCEDES J CLARK	\$90.00
02/20/24	V5021477	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29608	PATRICK CLYMER	\$90.00
02/20/24	V5021478	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E21835	TERESA JO FAY COHN	\$90.00
02/20/24	V5021480	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30040	GUYDON J DANDREA JR	\$90.00
02/20/24	V5021481	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28923	MARIA N DANIEL	\$90.00
02/20/24	V5021483	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27653	NATHANIEL R DAVIES	\$90.00
02/20/24	V5021484	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27952	DARRYL L DEHN	\$45.00
02/20/24	V5021485	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29146	JAMES R DEZURIK	\$45.00
02/20/24	V5021487	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E13191	JASON D DONAHUE	\$45.00
02/20/24	V5021488	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27152	JOHN D DONLIN	\$90.00
02/20/24	V5021489	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E11139	KRISTINE L DOOLEY	\$90.00
02/20/24	V5021491	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30289	BARBARA J DUPONT	\$90.00
02/20/24	V5021492	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29399	JODI L DUROW	\$90.00
02/20/24	V5021493	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27323	SARAH R LANCETTE	\$90.00
02/20/24	V5021495	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29397	GERALD EDWARDS SR	\$90.00
02/20/24	V5021496	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24977	KEVIN D ELIASON	\$45.00
02/20/24	V5021497	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E9481	TOD W ERICKSON	\$90.00
02/20/24	V5021498	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E15029	DAWN M EWER	\$45.00
02/20/24	V5021499	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26175	GARRY FABB	\$90.00
02/20/24	V5021500	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E16478	COLLEEN J FAIRBANKS	\$90.00
02/20/24	V5021501	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30832	TIMOTHY A FEIST	\$45.00
02/20/24	V5021502	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31139	JARRETTE D FELLOWS	\$90.00
02/20/24	V5021503	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33988	BRANDON D FERRIS	\$90.00
02/20/24	V5021504	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30343	STEPHEN C FLISK	\$90.00
02/20/24	V5021505	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28017	MELANIE M GATES	\$90.00
02/20/24	V5021506	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28956	DEBRA ANN GERARDY	\$90.00
02/20/24	V5021507	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32681	VANESSA O.A. GILL	\$90.00
02/20/24	V5021508	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34071	ADAM P GOODWALT	\$45.00
02/20/24	V5021509	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27059	JAMES GREELEY	\$90.00
02/20/24	V5021510	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29790	RYAN D GREENINGER	\$90.00
02/20/24	V5021513	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29738	KYLE T GROVES	\$90.00
02/20/24	V5021514	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26415	COURTNEY GULYARD	\$90.00
02/20/24	V5021515	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E9459	ROBIN L GUNSOLUS	\$90.00
02/20/24	V5021516	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33995	MEGHAN O GUTZWILLER	\$45.00
02/20/24	V5021518	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32816	SUSAN HANG	\$90.00
02/20/24	V5021519	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32901	BETHANY A HANSON	\$90.00
02/20/24	V5021520	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31245	DONALD A HANSON	\$90.00
02/20/24	V5021521	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34277	TED HARDING	\$90.00
02/20/24	V5021522	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19889	ANTWAN HARRIS	\$90.00
02/20/24	V5021523	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29656	KRISTEN J SWANSON	\$90.00
02/20/24	V5021524	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E21972	MEGAN J HAVELAK	\$90.00

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02/20/24	V5021525	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26623	DALE A HECKENLAIBLE	\$90.00
02/20/24	V5021526	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29272	AMBER M HEGLAND	\$90.00
02/20/24	V5021527	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19111	MELISSA L HENDERSON	\$90.00
02/20/24	V5021528	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34364	YER HER	\$90.00
02/20/24	V5021529	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29891	DANIEL HERNANDEZ	\$90.00
02/20/24	V5021530	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29380	SARAH B HEYER	\$90.00
02/20/24	V5021532	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28882	KIM R HIEL	\$90.00
02/20/24	V5021533	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23814	JENNIFER A HINKER	\$90.00
02/20/24	V5021534	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20526	CHARLES J HOLMLUND	\$45.00
02/20/24	V5021535	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30535	DANIEL C HOLTHUS	\$45.00
02/20/24	V5021537	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27577	YUNQI HUANG	\$90.00
02/20/24	V5021538	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25863	MICHAEL T HUELLER	\$90.00
02/20/24	V5021539	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31397	MICHELLE K HUMPHREY	\$90.00
02/20/24	V5021540	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33556	SAMANTHA R HUMPHREY	\$90.00
02/20/24	V5021541	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20381	JOE L HUNT	\$45.00
02/20/24	V5021542	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31302	MARK A HUSCHKA	\$90.00
02/20/24	V5021543	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26818	BENJAMIN J IRMITER	\$90.00
02/20/24	V5021544	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33713	THERESA M JACKSON	\$90.00
02/20/24	V5021545	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32491	AMY TOLLEFSON	\$90.00
02/20/24	V5021546	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34762	ROBERT V JANSON KEL	\$45.00
02/20/24	V5021548	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26393	JENNIFER JERULLE	\$90.00
02/20/24	V5021549	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32493	KRISTI A JOESTING	\$90.00
02/20/24	V5021550	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24690	ALICIA JEAN JOHNSON	\$45.00
02/20/24	V5021551	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24051	NANCY E JOHNSON	\$90.00
02/20/24	V5021552	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22200	JOSEPHINE K JOHNSON	\$90.00
02/20/24	V5021553	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27273	KRISTY K JOHNSON	\$90.00
02/20/24	V5021554	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29485	ROBERT J JOHNSON	\$45.00
02/20/24	V5021555	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34395	LEONARD J JONES	\$90.00
02/20/24	V5021556	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33515	LEVY J JONES	\$90.00
02/20/24	V5021557	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29772	RICARDO T JONES	\$90.00
02/20/24	V5021558	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E7433	ANDREW JOY	\$90.00
02/20/24	V5021559	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33284	EMILY KAEHN	\$90.00
02/20/24	V5021560	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31611	THOMAS W KAMMERER J	\$90.00
02/20/24	V5021561	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22793	BENJAMIN ROSCH KARL	\$90.00
02/20/24	V5021562	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32900	HANNAH M KASSABIAN	\$90.00
02/20/24	V5021563	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29704	RYAN M KENNEDY	\$90.00
02/20/24	V5021564	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32494	KATIE E.D. KERN	\$90.00
02/20/24	V5021565	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26153	KATHERINE E KERN	\$90.00
02/20/24	V5021566	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34508	COURTNEY KIELB	\$90.00
02/20/24	V5021568	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22369	KATIE L KIMSEY	\$90.00
02/20/24	V5021569	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30976	JILL M KIND	\$90.00
02/20/24	V5021570	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E10991	MARK A KLIMEK	\$45.00
02/20/24	V5021572	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24139	JILL M KNUTSON	\$90.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V5021573	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29665	RACHEL E KOEHLER	\$90.00
02/20/24	V5021574	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E13021	DEBRA J KOENIG	\$90.00
02/20/24	V5021575	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34635	NATHANIEL KRAMBER	\$90.00
02/20/24	V5021578	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27810	AARON M KRUEGER	\$90.00
02/20/24	V5021579	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33298	MEGHAN E KUEMMEL	\$45.00
02/20/24	V5021580	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25731	KENDRA KUHLMANN	\$90.00
02/20/24	V5021581	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E6799	STEVEN KUYPER	\$90.00
02/20/24	V5021583	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32073	SHANA R KWATAMPORA	\$90.00
02/20/24	V5021584	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26205	PARIS D KYLES	\$90.00
02/20/24	V5021585	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28930	ELIZABETH A LANTTO	\$90.00
02/20/24	V5021586	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32964	JOHN W LARSEN	\$90.00
02/20/24	V5021587	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23186	CARRIE L LARSON	\$90.00
02/20/24	V5021588	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20085	JILL E LARSON	\$90.00
02/20/24	V5021589	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24903	MICHELLE C LARSON	\$90.00
02/20/24	V5021590	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E10910	JEFF J LAWRENCE	\$90.00
02/20/24	V5021592	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32008	CANDICE L LEDMAN	\$90.00
02/20/24	V5021593	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22829	JANELL M LEISEN	\$90.00
02/20/24	V5021594	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26878	JILL N LESNE	\$90.00
02/20/24	V5021595	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E8003	ANTHONY L LIBBY	\$90.00
02/20/24	V5021597	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27708	SHERRI L LINCOLN	\$90.00
02/20/24	V5021599	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19001	SARA A LOOBY-MORRIS	\$90.00
02/20/24	V5021601	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34785	ROSS V LUKEN	\$90.00
02/20/24	V5021603	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32540	PETER A LUNDBERG	\$45.00
02/20/24	V5021604	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25688	CALLEN MAGNUSON	\$90.00
02/20/24	V5021606	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34613	JEREMY D MALCHOW	\$90.00
02/20/24	V5021607	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30005	CHRISTINA M MANANCE	\$90.00
02/20/24	V5021609	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27623	ERIN L MANNING	\$90.00
02/20/24	V5021610	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26110	MICHAEL L MASTERS J	\$45.00
02/20/24	V5021611	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28955	LAUREN M R MATYSIK	\$90.00
02/20/24	V5021612	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29732	LORI E MCCARTHY	\$90.00
02/20/24	V5021614	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26734	LISA A MCLEAREN	\$90.00
02/20/24	V5021615	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33055	LAURA E MCLUEN	\$90.00
02/20/24	V5021616	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27548	BRIDGET S MENGELKOC	\$90.00
02/20/24	V5021617	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32386	JAMES J MIDTAUNE	\$45.00
02/20/24	V5021618	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30977	WILBERT D MILLS	\$90.00
02/20/24	V5021620	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24957	JULIE E MOBERG	\$90.00
02/20/24	V5021621	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E8170	ANN L MOCK	\$90.00
02/20/24	V5021622	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27855	BRIANA M MOLNAR	\$90.00
02/20/24	V5021623	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E11508	KIM M MONETTE	\$90.00
02/20/24	V5021625	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34245	AMY MOORE	\$90.00
02/20/24	V5021626	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29672	DAVID E MOREDOCK	\$90.00
02/20/24	V5021627	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34118	MERISSA MOREY	\$45.00
02/20/24	V5021628	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20197	MARY C MORRIS	\$90.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V5021629	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32983	JOHN H MORSTAD	\$90.00
02/20/24	V5021630	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E16312	TROY H MOSENG	\$45.00
02/20/24	V5021631	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34039	KEONNA R MOSES	\$90.00
02/20/24	V5021633	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32648	BOUAKHAM MOUA	\$90.00
02/20/24	V5021634	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20857	TRACY R MUELLER	\$90.00
02/20/24	V5021635	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22727	MICHELLE MUNKHOLM	\$90.00
02/20/24	V5021636	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27834	LANCE J MYERS	\$90.00
02/20/24	V5021638	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28113	ETHAN NEERDAELS	\$90.00
02/20/24	V5021639	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34123	DANA M NELSON	\$90.00
02/20/24	V5021640	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34315	ERIN K NELSON	\$90.00
02/20/24	V5021641	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28881	ELIZABETH S NESS	\$90.00
02/20/24	V5021642	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24238	JOANNE M NEUMANN	\$90.00
02/20/24	V5021643	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23458	NICOLE M NEWFIELD	\$90.00
02/20/24	V5021644	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19849	KIERSTEN NICHOLSON	\$90.00
02/20/24	V5021646	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26158	CHRISTINE OAKLAND	\$45.00
02/20/24	V5021647	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20219	JEFFREY L OAKLAND	\$45.00
02/20/24	V5021648	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30331	COLLIN L O'BRIEN	\$90.00
02/20/24	V5021649	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26239	JASON L OLSON	\$90.00
02/20/24	V5021650	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E11637	KENDALL A OLSON	\$45.00
02/20/24	V5021652	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26662	TIKKIA D OSBORNE	\$90.00
02/20/24	V5021653	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27322	CECILIA OTTO	\$90.00
02/20/24	V5021654	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30702	ANTHONY M PADRNOS	\$90.00
02/20/24	V5021655	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24652	ERIC J PARKER	\$90.00
02/20/24	V5021656	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E17381	KELLI A PARPART	\$90.00
02/20/24	V5021657	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32375	DALE R PATTERSON	\$45.00
02/20/24	V5021658	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E9347	DEDRA GILE PATTON	\$90.00
02/20/24	V5021659	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22375	MARYBETH PATTON	\$90.00
02/20/24	V5021661	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20766	SARA M PEDERSON	\$90.00
02/20/24	V5021662	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E18126	NATHAN J PEEL	\$90.00
02/20/24	V5021663	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30974	ADRAIN M PENDELTON	\$90.00
02/20/24	V5021664	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19713	ARLEN D PETERSON	\$45.00
02/20/24	V5021665	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33981	ANDREW M PHENOW	\$45.00
02/20/24	V5021666	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20346	JESSE T PHENOW	\$90.00
02/20/24	V5021667	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27980	KATHRYN E POLUM	\$45.00
02/20/24	V5021668	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33537	CELESTE A PRYDE	\$90.00
02/20/24	V5021669	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E17689	WILLIAM W QUAN III	\$90.00
02/20/24	V5021670	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32000	JAMES L QUAST	\$90.00
02/20/24	V5021672	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31290	JOSEPH E RADER	\$90.00
02/20/24	V5021673	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20847	ANNE K RAMSEY	\$90.00
02/20/24	V5021675	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26431	BRADLEY R REVOLINSK	\$90.00
02/20/24	V5021676	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29160	JOHNATHAN D RICHMON	\$90.00
02/20/24	V5021677	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23844	JULIE R RICHTER	\$90.00
02/20/24	V5021678	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30407	ROBERT G RITCHIE	\$90.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V5021679	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30978	RONALD M SALAZAR	\$90.00
02/20/24	V5021680	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34420	CLAYTON SAWATZKE	\$90.00
02/20/24	V5021681	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34777	KARI E SAWYER	\$90.00
02/20/24	V5021683	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25422	JAIME C SCHLOESSER	\$45.00
02/20/24	V5021684	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19775	SARAH M SCHMIDT	\$90.00
02/20/24	V5021685	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27957	TROY D SCHREIFELS	\$90.00
02/20/24	V5021686	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32886	AMANDA M CARLSON	\$90.00
02/20/24	V5021687	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28781	TIMOTHY J SCHULTZ	\$45.00
02/20/24	V5021688	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E12428	STEVEN M SCHWARTZ	\$90.00
02/20/24	V5021689	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32085	MELISSA D SENNES	\$90.00
02/20/24	V5021690	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E10843	JODY E SEPPALA	\$90.00
02/20/24	V5021691	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26696	ALBERT J SHOBER	\$45.00
02/20/24	V5021692	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26822	BRIAN J SIVERSON-HA	\$90.00
02/20/24	V5021693	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29305	ERIK R SJOGREN	\$90.00
02/20/24	V5021694	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25428	LISA SJOGREN	\$90.00
02/20/24	V5021696	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27262	PATRICK R SMITH	\$90.00
02/20/24	V5021698	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28275	SORENSEN, KEELIE	\$90.00
02/20/24	V5021699	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29773	TERENCE W SOVELL	\$90.00
02/20/24	V5021700	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34544	QUINTIN E SPEERS	\$90.00
02/20/24	V5021701	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31056	MARK S SPURLIN	\$90.00
02/20/24	V5021702	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E17842	KRISTIN STAINER-PER	\$90.00
02/20/24	V5021703	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28554	JESSICA M STEIN	\$90.00
02/20/24	V5021704	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29023	AUDRA L STEVENSON	\$90.00
02/20/24	V5021705	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33023	ELLEN M STEWART	\$90.00
02/20/24	V5021706	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E11059	MICHAEL K STOCK	\$90.00
02/20/24	V5021708	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E9274	RICHARD T SUBJECT J	\$45.00
02/20/24	V5021709	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E13467	SCOTT W TAYLOR	\$90.00
02/20/24	V5021710	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24729	CONSTANCE G THOMAS	\$90.00
02/20/24	V5021711	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25672	JENNIFER L THOMAS	\$90.00
02/20/24	V5021712	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32003	ERIK R THOMPSON	\$90.00
02/20/24	V5021715	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28936	DARBY M THRONE	\$90.00
02/20/24	V5021717	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E13696	JENNIFER L TOLLEFSO	\$90.00
02/20/24	V5021720	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34466	KAREN W TRUE	\$90.00
02/20/24	V5021721	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20079	MARTHA TRUMBLE	\$90.00
02/20/24	V5021722	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E10199	WENDY L TUOMINEN	\$90.00
02/20/24	V5021723	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30783	ERIC A TURBEVILLE	\$90.00
02/20/24	V5021724	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29729	UGONWAYI P UGO	\$90.00
02/20/24	V5021725	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29674	LISA B ULRICH	\$90.00
02/20/24	V5021726	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E11233	STEVE W VAN DYKE	\$45.00
02/20/24	V5021727	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27332	ANGELA M VANHEE	\$90.00
02/20/24	V5021729	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26402	SARA A VERNIG	\$90.00
02/20/24	V5021730	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32821	KAY M VILLELLA	\$90.00
02/20/24	V5021731	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E16515	KARI M VOLLRATH	\$90.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V5021735	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E17777	DANIEL J WALD	\$90.00
02/20/24	V5021737	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E17230	MICHELLE PETERSON W	\$90.00
02/20/24	V5021738	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29393	EMILY K WATTS	\$90.00
02/20/24	V5021739	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26824	JASON M WEAPPA	\$90.00
02/20/24	V5021740	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33582	MILES WEBB	\$90.00
02/20/24	V5021741	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28896	STEPHANIE A WEBSTER	\$90.00
02/20/24	V5021742	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32801	JAKE H WEDIN	\$45.00
02/20/24	V5021743	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31146	JENNIFER C WEIER	\$90.00
02/20/24	V5021744	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34195	ERIC WELLE	\$90.00
02/20/24	V5021745	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E12387	JULIA WESLEY-WONG	\$90.00
02/20/24	V5021749	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E4855	CRAIG WOKSON	\$90.00
02/20/24	V5021750	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32542	ADAM M WOODS	\$90.00
02/20/24	V5021751	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26183	EMILY WOOLSEY	\$90.00
02/20/24	V5021753	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32679	BRADLEY J WUTSCHKE	\$45.00
02/20/24	V5021755	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24229	JAMES D WYNN	\$90.00
02/20/24	V5021756	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30866	KAO XIONG	\$90.00
02/20/24	V5021757	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29711	YING XIONG	\$90.00
02/20/24	V5021758	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34140	CHA T YANG	\$90.00
02/20/24	V5021759	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E21537	JEFF ZASTROW	\$90.00
02/20/24	V5021760	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29673	STEPHANIE A ZIGAN	\$90.00
02/20/24	V5021761	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28970	KRISTINE M SOLYST	\$90.00
02/20/24	V5021762	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32951	JENNIFER M ZIPF	\$90.00
02/21/24	733668	Vendor Check	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33559	ARRIEL R MCDONALD	\$90.00
02/20/24	V1005739	Electronic Wire Transfer	329 POSTAGE AND EXPRESS	300 Purchased Services	A0275	UNITED PARCEL SERVI	\$40.29
02/20/24	V1005774	Electronic Wire Transfer	329 POSTAGE AND EXPRESS	300 Purchased Services	PC0059	US BANK CARD I2T2 D	\$44.32
02/21/24	V8006439	Vendor ACH	329 POSTAGE AND EXPRESS	300 Purchased Services	08447	NYSTROM PUBLISHING	\$8,790.67
02/28/24	V8006501	Vendor ACH	330 UTILITIES - GENERAL	300 Purchased Services	51473	ANCHOR SOLAR INVEST	\$3,763.88
02/28/24	V8006507	Vendor ACH	330 UTILITIES - GENERAL	300 Purchased Services	53001	IDEAL ENERGIES SOLA	\$12,625.86
02/28/24	V8006508	Vendor ACH	330 UTILITIES - GENERAL	300 Purchased Services	53912	IDEAL ENERGIES SOLA	\$11,232.30
02/20/24	V1005740	Electronic Wire Transfer	331 ELECTRICITY	300 Purchased Services	00419	WRIGHT HENNEPIN ELE	\$27,691.85
02/07/24	733374	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$5,795.85
02/07/24	733375	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$5,237.90
02/13/24	733492	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$5,079.34
02/13/24	733493	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$7,161.49
02/13/24	733494	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$3,707.24
02/13/24	733495	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$10,140.04
02/13/24	733496	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$7,255.30
02/13/24	733497	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$346.18
02/13/24	733498	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$4,740.24
02/13/24	733499	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$80,231.28
02/28/24	V8006537	Vendor ACH	332 NATURAL GAS	300 Purchased Services	51808	SYMMETRY ENERGY SOL	\$96,108.63
02/20/24	V1005732	Electronic Wire Transfer	333 WATER AND SEWER	300 Purchased Services	00074	BROOKLYN CENTER, CI	\$2,828.57
02/20/24	V1005733	Electronic Wire Transfer	333 WATER AND SEWER	300 Purchased Services	00075	BROOKLYN PARK, CITY	\$13,666.24

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V1005738	Electronic Wire Transfer	334 REFUSE REMOVAL	300 Purchased Services	00230	REPUBLIC SERVICES	\$39,337.61
02/20/24	V1005762	Electronic Wire Transfer	334 REFUSE REMOVAL	300 Purchased Services	PC0021	US BANK CARD CUSTOD	\$75.00
02/21/24	733648	Vendor Check	340 INSURANCES	300 Purchased Services	F7373	EMC INSURANCE COMPA	\$24,394.90
02/14/24	V8006363	Vendor ACH	349 MENTAL HLTH SVCS >\$25,000	300 Purchased Services	54685	PEOPLE INCORPORATED	\$6,000.00
02/28/24	V8006486	Vendor ACH	349 MENTAL HLTH SVCS >\$25,000	300 Purchased Services	53996	CHANGE INC	\$5,454.55
02/07/24	733387	Vendor Check	350 CONTR REP - SITES	300 Purchased Services	54822	FILM FITTERS LLC	\$2,200.00
02/07/24	P405151	Epayable	350 CONTR REP - SITES	300 Purchased Services	50088	AID ELECTRIC CORP	\$3,014.90
02/07/24	V8006262	Vendor ACH	350 CONTR REP - SITES	300 Purchased Services	52299	METROPOLITAN MECHAN	\$2,360.36
02/14/24	733543	Vendor Check	350 CONTR REP - SITES	300 Purchased Services	18537	GLOBAL COMMUNICATIO	\$652.20
02/14/24	P405175	Epayable	350 CONTR REP - SITES	300 Purchased Services	50088	AID ELECTRIC CORP	\$1,134.45
02/14/24	V8006387	Vendor ACH	350 CONTR REP - SITES	300 Purchased Services	08752	TWIN CITY GARAGE DO	\$3,268.92
02/21/24	733651	Vendor Check	350 CONTR REP - SITES	300 Purchased Services	18537	GLOBAL COMMUNICATIO	\$665.10
02/21/24	P405201	Epayable	350 CONTR REP - SITES	300 Purchased Services	50088	AID ELECTRIC CORP	\$1,076.40
02/28/24	P405221	Epayable	350 CONTR REP - SITES	300 Purchased Services	50088	AID ELECTRIC CORP	\$199.50
02/07/24	V8006233	Vendor ACH	352 CONTR REP - EQUIP	300 Purchased Services	18578	FLAGSHIP RECREATION	\$109.00
02/14/24	733603	Vendor Check	352 CONTR REP - EQUIP	300 Purchased Services	26592	SHRED-N-GO	\$100.00
02/14/24	P405187	Epayable	352 CONTR REP - EQUIP	300 Purchased Services	07053	HILLYARD FLOOR CARE	\$186.86
02/14/24	V8006352	Vendor ACH	352 CONTR REP - EQUIP	300 Purchased Services	F3726	MONKEY WRENCH PRODU	\$266.85
02/14/24	V8006369	Vendor ACH	352 CONTR REP - EQUIP	300 Purchased Services	05024	PRO-TEC DESIGN	\$1,428.00
02/28/24	733772	Vendor Check	352 CONTR REP - EQUIP	300 Purchased Services	12809	METRO SOUND & LIGHT	\$594.00
02/28/24	733795	Vendor Check	352 CONTR REP - EQUIP	300 Purchased Services	26592	SHRED-N-GO	\$100.00
02/14/24	V8006351	Vendor ACH	353 CONTR REP - VEHICLES	300 Purchased Services	09571	MINNESOTA EQUIPMENT	\$389.09
02/07/24	733392	Vendor Check	358 FOREIGN LANG <\$25,000	300 Purchased Services	54661	FLORES, JAILEENE	\$140.00
02/07/24	733452	Vendor Check	358 FOREIGN LANG <\$25,000	300 Purchased Services	F2709	PACIFIC INTERPRETER	\$4,258.45
02/07/24	V8006258	Vendor ACH	358 FOREIGN LANG <\$25,000	300 Purchased Services	54137	LINGUALINX LANGUAGE	\$130.50
02/14/24	V8006338	Vendor ACH	358 FOREIGN LANG <\$25,000	300 Purchased Services	54137	LINGUALINX LANGUAGE	\$126.48
02/21/24	V8006421	Vendor ACH	358 FOREIGN LANG <\$25,000	300 Purchased Services	F5627	GBR INTERPRETING &	\$840.00
02/28/24	733720	Vendor Check	358 FOREIGN LANG <\$25,000	300 Purchased Services	53863	BRISKMAN, YULIYA	\$35.00
02/28/24	733783	Vendor Check	358 FOREIGN LANG <\$25,000	300 Purchased Services	F2709	PACIFIC INTERPRETER	\$470.94
02/28/24	V8006472	Vendor ACH	358 FOREIGN LANG <\$25,000	300 Purchased Services	D8192	ALTAMIRANO, CARLOS	\$192.50
02/28/24	V8006498	Vendor ACH	358 FOREIGN LANG <\$25,000	300 Purchased Services	F5627	GBR INTERPRETING &	\$3,345.00
02/28/24	V8006518	Vendor ACH	358 FOREIGN LANG <\$25,000	300 Purchased Services	54137	LINGUALINX LANGUAGE	\$97.84
02/07/24	733480	Vendor Check	360 TRANSP - PUBLIC	300 Purchased Services	D6150	TRANSPORTATION PLUS	\$63.31
02/07/24	733437	Vendor Check	361 TRANSP - PRIVATE	300 Purchased Services	16836	METROPOLITAN TRANSP	\$5,369.28
02/07/24	733480	Vendor Check	361 TRANSP - PRIVATE	300 Purchased Services	D6150	TRANSPORTATION PLUS	\$106,162.48
02/14/24	V8006306	Vendor ACH	361 TRANSP - PRIVATE	300 Purchased Services	54579	CESO TRANSPORTATION	\$246,124.98
02/21/24	733649	Vendor Check	361 TRANSP - PRIVATE	300 Purchased Services	D6455	FIRST STUDENT INC	\$857,384.32
02/21/24	V8006437	Vendor ACH	361 TRANSP - PRIVATE	300 Purchased Services	F5151	NORTHSTAR BUS LINES	\$396,487.86
02/28/24	733736	Vendor Check	361 TRANSP - PRIVATE	300 Purchased Services	D6455	FIRST STUDENT INC	\$28,069.32
02/28/24	V8006523	Vendor ACH	361 TRANSP - PRIVATE	300 Purchased Services	F5151	NORTHSTAR BUS LINES	\$19,231.50
02/07/24	733388	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	D6455	FIRST STUDENT INC	\$183.87
02/07/24	733389	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	D6455	FIRST STUDENT INC	\$393.48
02/07/24	733390	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	D6455	FIRST STUDENT INC	\$251.29

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/07/24	733480	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	D6150	TRANSPORTATION PLUS	\$435.68
02/07/24	P405161	Epayable	362 TRANSP - DEPARTMENT	300 Purchased Services	A4293	LORENZ BUS SERVICE	\$3,902.50
02/14/24	733594	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	D5022	RICHFIELD BUS CO	\$1,400.00
02/14/24	733618	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	54758	TROBEC'S BUS SERVIC	\$6,500.00
02/21/24	733657	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	50945	HOLT TOUR & CHARTER	\$5,250.00
02/21/24	V8006437	Vendor ACH	362 TRANSP - DEPARTMENT	300 Purchased Services	F5151	NORTHSTAR BUS LINES	\$17,490.42
02/28/24	733737	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	D6455	FIRST STUDENT INC	\$151.39
02/28/24	733738	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	D6455	FIRST STUDENT INC	\$223.71
02/28/24	733739	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	D6455	FIRST STUDENT INC	\$209.61
02/28/24	733740	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	D6455	FIRST STUDENT INC	\$302.16
02/28/24	733741	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	D6455	FIRST STUDENT INC	\$199.19
02/09/24	V8006292	Vendor ACH	363 SNOW REMOVAL	300 Purchased Services	50794	SCHUUR HANDY CONSTR	\$5,686.20
02/09/24	V8006293	Vendor ACH	363 SNOW REMOVAL	300 Purchased Services	50793	SNOWPROS LLC	\$18,018.00
02/16/24	V8006399	Vendor ACH	363 SNOW REMOVAL	300 Purchased Services	19866	CB SERVICES LLC	\$13,812.80
02/21/24	V8006451	Vendor ACH	363 SNOW REMOVAL	300 Purchased Services	50794	SCHUUR HANDY CONSTR	\$8,529.31
02/28/24	V8006533	Vendor ACH	363 SNOW REMOVAL	300 Purchased Services	50793	SNOWPROS LLC	\$18,655.00
02/05/24	V5021351	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E27618	MAUREEN L ARAYA	\$66.69
02/05/24	V5021356	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E34436	JEMEL S BREWER	\$131.51
02/05/24	V5021357	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E26546	LATIA W BROWN	\$122.15
02/05/24	V5021359	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33617	KAREN J CADIGAN	\$179.56
02/05/24	V5021360	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32004	IRFAN A CHAUDHRY	\$54.49
02/05/24	V5021361	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E31027	TIFFANY M CLARNO	\$189.63
02/05/24	V5021363	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E28923	MARIA N DANIEL	\$95.01
02/05/24	V5021365	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E29399	JODI L DUROW	\$102.84
02/05/24	V5021366	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E29254	LISA D ELSESSER	\$553.70
02/05/24	V5021367	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E28975	ANNE M ERICKSON	\$31.19
02/05/24	V5021372	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E28472	MARLA J FRIESEN	\$4.13
02/05/24	V5021373	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33819	MICHAEL C FRUNCILLO	\$152.21
02/05/24	V5021376	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E30629	CARTER E GREENE	\$48.62
02/05/24	V5021386	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33284	EMILY KAEHN	\$102.78
02/05/24	V5021389	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E34508	COURTNEY KIELB	\$24.89
02/05/24	V5021392	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E31100	SILVIA LISTER	\$82.69
02/05/24	V5021394	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E26806	SARAH K ALBRIGHT	\$37.22
02/05/24	V5021397	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E27548	BRIDGET S MENGELKOC	\$80.54
02/05/24	V5021398	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E25336	CRISTA L MURPHY	\$112.76
02/05/24	V5021399	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E26372	SALLY K NAULT-MAURE	\$181.02
02/05/24	V5021400	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E34123	DANA M NELSON	\$33.60
02/05/24	V5021402	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E13708	MARJORIE L OLSON	\$63.73
02/05/24	V5021403	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E22375	MARYBETH PATTON	\$94.34
02/05/24	V5021405	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E17689	WILLIAM W QUAN III	\$276.18
02/05/24	V5021406	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E20847	ANNE K RAMSEY	\$88.55
02/05/24	V5021407	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33338	RHONDA J RUDE	\$19.64
02/05/24	V5021411	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33929	KESHAWN S SUTTON	\$159.92

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/05/24	V5021420	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E29711	YING XIONG	\$481.06
02/07/24	733480	Vendor Check	366 BUSINESS TRAVEL	300 Purchased Services	D6150	TRANSPORTATION PLUS	\$331.50
02/20/24	V1005772	Electronic Wire Transfer	366 BUSINESS TRAVEL	300 Purchased Services	PC0037	US BANK CARD FOODNU	\$355.41
02/20/24	V1005778	Electronic Wire Transfer	366 BUSINESS TRAVEL	300 Purchased Services	PC0054	US BANK CARD JNEUMA	\$260.00
02/20/24	V5021421	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E25515	NANCY ADAMS	\$131.70
02/20/24	V5021426	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E18747	PHILIP R LUOMA ANDE	\$81.98
02/20/24	V5021431	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33271	CONNIE K BAESLER	\$130.52
02/20/24	V5021434	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33272	BRYAN BASS	\$99.82
02/20/24	V5021437	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E25567	CHERI J BECKER	\$104.10
02/20/24	V5021449	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E28279	KRISTEN M BERTSCHIN	\$78.73
02/20/24	V5021457	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E20115	TIMKA FATIMA REMETI	\$69.54
02/20/24	V5021466	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33534	JASON M CARDOSI	\$136.86
02/20/24	V5021467	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E30656	STACY L CARLSON	\$32.85
02/20/24	V5021473	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32004	IRFAN A CHAUDHRY	\$82.05
02/20/24	V5021482	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E34406	TYLER J DANIELSON	\$80.43
02/20/24	V5021486	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E24961	SUSAN M DOBRATZ	\$50.35
02/20/24	V5021504	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E30343	STEPHEN C FLISK	\$147.90
02/20/24	V5021505	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E28017	MELANIE M GATES	\$101.61
02/20/24	V5021506	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E28956	DEBRA ANN GERARDY	\$79.42
02/20/24	V5021509	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E27059	JAMES GREELEY	\$63.79
02/20/24	V5021511	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E25701	KATHRYN ANNE GRIVNA	\$96.18
02/20/24	V5021517	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E30450	KATHLEEN E HANCOCK	\$61.41
02/20/24	V5021531	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E34485	RONALD D HICKS	\$99.61
02/20/24	V5021534	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E20526	CHARLES J HOLMLUND	\$149.93
02/20/24	V5021536	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33292	LAURA B HONECK	\$139.58
02/20/24	V5021547	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32743	AMY J JENKINS	\$14.88
02/20/24	V5021549	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32493	KRISTI A JOESTING	\$168.66
02/20/24	V5021567	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E34773	ANGELA KIMBALL	\$35.21
02/20/24	V5021577	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32129	PAUL T KROSHUS	\$179.43
02/20/24	V5021582	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E29016	JANE M KVALHEIM	\$26.52
02/20/24	V5021591	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32025	NICOLE J LAWSON	\$10.80
02/20/24	V5021596	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E27073	ANDREA L LILLEBERG	\$70.29
02/20/24	V5021600	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E28945	NICOLE M LUCAS	\$86.22
02/20/24	V5021613	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E31126	SHANNON M MCGINNIS	\$100.23
02/20/24	V5021620	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E24957	JULIE E MOBERG	\$95.50
02/20/24	V5021634	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E20857	TRACY R MUELLER	\$104.93
02/20/24	V5021645	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E11769	BARBARA J SIERACKI	\$118.45
02/20/24	V5021654	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E30702	ANTHONY M PADRNOS	\$364.69
02/20/24	V5021668	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33537	CELESTE A PRYDE	\$105.19
02/20/24	V5021670	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32000	JAMES L QUAST	\$247.04
02/20/24	V5021671	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E19521	PRISCILLA RADEMACHE	\$141.71
02/20/24	V5021682	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E22023	HEATHER S SCHAPER	\$22.92
02/20/24	V5021694	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E25428	LISA SJOGREN	\$57.20

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V5021707	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E24761	KAYLA J STREI	\$153.07
02/20/24	V5021713	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E26531	LISA M THOMPSON	\$25.08
02/20/24	V5021719	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E27798	PARVANEH G TROBEC	\$94.48
02/20/24	V5021721	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E20079	MARTHA TRUMBLE	\$194.78
02/20/24	V5021722	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E10199	WENDY L TUOMINEN	\$162.51
02/20/24	V5021725	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E29674	LISA B ULRICH	\$476.25
02/20/24	V5021736	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E20529	JOAN O WALDSCHMIDT	\$155.46
02/20/24	V5021743	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E31146	JENNIFER C WEIER	\$275.62
02/20/24	V5021746	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32747	KEVON J WHITLOCK	\$150.10
02/20/24	V5021754	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32678	STACEY A WYFFELS	\$155.71
02/20/24	V5021756	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E30866	KAO XIONG	\$46.44
02/20/24	V5021763	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33473	NASHLEY ZOLLICOFFER	\$62.38
02/05/24	V5021379	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E28882	KIM R HIEL	\$97.79
02/05/24	V5021381	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E31397	MICHELLE K HUMPHREY	\$410.00
02/05/24	V5021384	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E29772	RICARDO T JONES	\$1,572.68
02/05/24	V5021408	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E33011	SARAH RYAN	\$1,111.20
02/07/24	733400	Vendor Check	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	54843	GERETY EDUCATION TE	\$36.00
02/07/24	733480	Vendor Check	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	D6150	TRANSPORTATION PLUS	\$51.00
02/07/24	V8006248	Vendor ACH	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	16602	INTERNATIONAL BACCA	\$1,488.00
02/14/24	733507	Vendor Check	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	54573	AMERICAN RED CROSS	\$380.00
02/20/24	V1005736	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	54816	IIRP P-CARD	\$900.00
02/20/24	V1005755	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC001	US BANK CARD BSADMI	\$342.00
02/20/24	V1005756	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC002	US BANK CARD BSTRAV	\$6,091.59
02/20/24	V1005758	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0019	US BANK CARD CIESDE	\$1,838.03
02/20/24	V1005759	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0062	US BANK CARD CMANAN	\$590.00
02/20/24	V1005760	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0033	US BANK CARD COMMED	\$547.06
02/20/24	V1005762	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0021	US BANK CARD CUSTOD	\$200.00
02/20/24	V1005773	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0010	US BANK CARD HRDEPT	\$838.55
02/20/24	V1005774	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0059	US BANK CARD I2T2 D	\$575.97
02/20/24	V1005775	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0055	US BANK CARD INDIAN	\$160.00
02/20/24	V1005780	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0083	US BANK CARD JWYNN	\$1,190.00
02/20/24	V1005781	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0078	US BANK CARD KHIEL	\$2,675.62
02/20/24	V1005782	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0026	US BANK CARD KIDSTO	\$13.57
02/20/24	V1005787	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0073	US BANK CARD LJOHNS	\$560.00
02/20/24	V1005788	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0022	US BANK CARD MAINTE	\$340.00
02/20/24	V1005791	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0084	US BANK CARD MNEWEL	\$6,840.00
02/20/24	V1005800	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0081	US BANK CARD PURCHA	\$402.20
02/20/24	V1005811	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0020	US BANK CARD SSVCS	\$778.00
02/20/24	V5021434	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E33272	BRYAN BASS	\$107.19
02/20/24	V5021474	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E33358	ELEANOR K CHOVAN	\$84.00
02/20/24	V5021494	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E28920	GODFREY N EDAFERIER	\$1,463.20
02/20/24	V5021519	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E32901	BETHANY A HANSON	\$164.42
02/20/24	V5021624	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E27954	AMY J MONTERO	\$85.22

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V5021653	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E27322	CECILIA OTTO	\$184.92
02/20/24	V5021674	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E22867	KELLEY M REED	\$239.18
02/20/24	V5021718	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E18247	KATHRYN B TRITTIPO	\$349.00
02/20/24	V5021752	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E24875	LARA M HAIK	\$138.07
02/21/24	733635	Vendor Check	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	A2648	BRIGHTWORKS	\$50.00
02/21/24	733662	Vendor Check	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	A2088	ISD 911-CAMBRIDGE-I	\$250.00
02/28/24	733790	Vendor Check	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	15814	REGENTS OF THE U OF	\$454.00
02/20/24	V1005756	Electronic Wire Transfer	368 OUT OF STATE TRAVEL	300 Purchased Services	PC002	US BANK CARD BSTRAV	\$582.76
02/20/24	V1005764	Electronic Wire Transfer	368 OUT OF STATE TRAVEL	300 Purchased Services	PC0070	US BANK CARD DHUGHE	\$2,125.00
02/20/24	V1005811	Electronic Wire Transfer	368 OUT OF STATE TRAVEL	300 Purchased Services	PC0020	US BANK CARD SSVCS	\$5,083.00
02/05/24	V5021362	Employee Reimbursement	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	E26680	JENNIFER L COE	\$48.30
02/07/24	733415	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A1613	INTERMEDIATE DISTRI	\$1,365.00
02/07/24	733416	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A5880	ISD 284-WAYZATA PUB	\$70.00
02/07/24	733417	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A5880	ISD 284-WAYZATA PUB	\$42.00
02/07/24	733418	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F7280	ISD 621-IRONDALE HI	\$290.00
02/07/24	733440	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F4375	MINNESOTA HEAT HOOP	\$600.00
02/09/24	733490	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	E26250	BRANDON H BURNS	\$90.00
02/09/24	733491	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	E31176	KRISTINA D POOLER	\$120.00
02/14/24	733537	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	54871	FRIENDS OF THE GLOB	\$250.00
02/14/24	733559	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	52560	ST MICHAEL-ALBERTVI	\$63.00
02/14/24	733560	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A4368	ISD 11-CHAMPLIN PAR	\$84.00
02/14/24	733561	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A4368	ISD 11-CHAMPLIN PAR	\$63.00
02/14/24	733564	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F7280	ISD 621-IRONDALE HI	\$100.00
02/14/24	733584	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	25358	MN DISTRICT 4 DECA	\$9,891.00
02/14/24	V8006326	Vendor ACH	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	50536	MN HOSA	\$1,100.00
02/14/24	V8006380	Vendor ACH	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	25408	SUNSHINE TRAVEL	\$13,740.77
02/16/24	V8006400	Vendor ACH	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	25408	SUNSHINE TRAVEL	\$20,910.00
02/20/24	V1005734	Electronic Wire Transfer	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	54880	CANDLEWOOD SUITES B	\$2,315.04
02/20/24	V1005756	Electronic Wire Transfer	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	PC002	US BANK CARD BSTRAV	\$37,465.43
02/20/24	V1005768	Electronic Wire Transfer	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	PC0040	US BANK CARD EMANNI	-\$4.00
02/20/24	V1005771	Electronic Wire Transfer	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	PC0060	US BANK CARD FACE	\$1,105.00
02/20/24	V1005775	Electronic Wire Transfer	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	PC0055	US BANK CARD INDIAN	\$1,225.50
02/20/24	V1005778	Electronic Wire Transfer	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	PC0054	US BANK CARD JNEUMA	\$2,156.00
02/20/24	V1005802	Electronic Wire Transfer	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	PC0017	US BANK CARD PURCHD	\$228.00
02/21/24	733640	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	53368	CODE SAVVY	\$4,000.00
02/21/24	733659	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	13151	HYATT REGENCY	\$6,077.88
02/21/24	733661	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	D6427	ISD 709-DULUTH PUBL	\$150.00
02/21/24	733672	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A2532	MINNEAPOLIS ATHENA	\$450.00
02/21/24	733673	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	25367	MN DECA	\$4,180.00
02/21/24	733694	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F1004	SUITES HOTEL AT WAT	\$3,578.80
02/21/24	V8006458	Vendor ACH	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	25408	SUNSHINE TRAVEL	\$28,294.74
02/28/24	733716	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F1421	BREAKDOWN SPORTS US	\$205.00
02/28/24	733734	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	E21424	JODI L EGGERS	\$600.00

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02/28/24	733749	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	E25575	KENNETH GREEN	\$120.00
02/28/24	733759	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	53227	FOREST LAKE HIGH SC	\$63.00
02/28/24	733773	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	E26123	JUSTIN T MILLER	\$90.00
02/28/24	733774	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	54792	MINNESOTA STATE CHE	\$50.00
02/28/24	733775	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	25367	MN DECA	\$6,077.88
02/28/24	733788	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	E33126	JONAH H PRIDEY	\$540.00
02/28/24	733797	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	E31023	NATALIE J STRAUSS	\$75.00
02/28/24	V8006522	Vendor ACH	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F4244	NATIONAL SPEECH & D	\$40.00
02/28/24	V8006536	Vendor ACH	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	25408	SUNSHINE TRAVEL	\$2,351.00
02/28/24	V8006543	Vendor ACH	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F4534	UNITED NATIONS ASSO	\$3,185.00
02/21/24	733699	Vendor Check	370 RENTAL LAND & BLDGS	300 Purchased Services	53194	UNIVERSITY GATEWAY	\$2,000.00
02/28/24	733721	Vendor Check	370 RENTAL LAND & BLDGS	300 Purchased Services	00075	BROOKLYN PARK, CITY	\$25,853.96
02/28/24	733791	Vendor Check	370 RENTAL LAND & BLDGS	300 Purchased Services	52191	RTA TIMBERLAND LLC	\$12,494.04
02/07/24	V8006214	Vendor ACH	372 RENTAL - EQUIPMENT	300 Purchased Services	53143	A1 RENT IT	\$2,076.00
02/21/24	V8006401	Vendor ACH	372 RENTAL - EQUIPMENT	300 Purchased Services	53143	A1 RENT IT	\$275.00
02/14/24	V8006332	Vendor ACH	375 SCHL NURSE CONTR >\$25,000	300 Purchased Services	54599	KATHERINE LOVGREN L	\$5,200.00
02/28/24	V8006524	Vendor ACH	375 SCHL NURSE CONTR >\$25,000	300 Purchased Services	52158	NORTHWEST METRO HEA	\$5,871.23
02/14/24	V8006313	Vendor ACH	380 ADVERTISING-PRINTING	300 Purchased Services	53846	ECM PUBLISHERS INC	\$396.50
02/20/24	V1005767	Electronic Wire Transfer	380 ADVERTISING-PRINTING	300 Purchased Services	PC0050	US BANK CARD ECFE	\$28.00
02/20/24	V1005784	Electronic Wire Transfer	380 ADVERTISING-PRINTING	300 Purchased Services	PC0079	US BANK CARD KVILLE	\$367.30
02/14/24	V8006310	Vendor ACH	382 LAUNDRY-DRY CLEANING	300 Purchased Services	07933	CINTAS CORPORATION	\$1,421.37
02/21/24	733639	Vendor Check	382 LAUNDRY-DRY CLEANING	300 Purchased Services	07933	CINTAS CORPORATION	\$1,156.73
02/07/24	733414	Vendor Check	390 PMTS TO MN SCH DISTRICTS	300 Purchased Services	A1613	INTERMEDIATE DISTRI	\$329,677.62
02/14/24	733562	Vendor Check	390 PMTS TO MN SCH DISTRICTS	300 Purchased Services	F5964	ISD 12-CENTENNIAL H	\$110.25
02/14/24	733563	Vendor Check	390 PMTS TO MN SCH DISTRICTS	300 Purchased Services	50770	ISD 281-ROBBINSDALE	\$9,880.69
02/14/24	V8006307	Vendor ACH	390 PMTS TO MN SCH DISTRICTS	300 Purchased Services	18519	CHILED A INSTITUTE I	\$1,098.70
02/14/24	V8006330	Vendor ACH	390 PMTS TO MN SCH DISTRICTS	300 Purchased Services	16881	NEW DOMINION SCHOOL	\$4,149.45
02/28/24	V8006487	Vendor ACH	390 PMTS TO MN SCH DISTRICTS	300 Purchased Services	18519	CHILED A INSTITUTE I	\$929.84
02/14/24	V8006307	Vendor ACH	392 PYMTS EDUCAT OUT OF STATE	300 Purchased Services	18519	CHILED A INSTITUTE I	\$9,888.29
02/28/24	V8006487	Vendor ACH	392 PYMTS EDUCAT OUT OF STATE	300 Purchased Services	18519	CHILED A INSTITUTE I	\$8,368.61
02/07/24	733450	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	A0759	ORDWAY THEATRE GROU	\$396.00
02/07/24	733486	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	26540	WORKS, THE	\$1,782.00
02/07/24	V8006222	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	54676	BLAZERWORKS	\$20,500.96
02/07/24	V8006247	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	18358	HOUGHTON MIFFLIN HA	\$1,600.00
02/07/24	V8006252	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	54768	KWIK TRIP INC	\$120.00
02/07/24	V8006285	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	D2624	THREE RIVERS PARK D	\$115.02
02/07/24	V8006290	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	A3073	YOUTH FRONTIERS INC	\$750.00
02/14/24	733503	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	D8728	4 ACE PRODUCTIONS	\$750.00
02/14/24	733602	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	A0005	SCIENCE MUSEUM OF M	\$992.00
02/14/24	733613	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	F0480	SUBURBAN LAW ENFORC	\$144.00
02/14/24	733622	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	F4064	WESTWOOD HILLS NATU	\$750.00
02/14/24	V8006301	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	54676	BLAZERWORKS	\$16,140.81
02/14/24	V8006355	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	54848	MYNA THERAPY SERVIC	\$2,716.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/14/24	V8006367	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	F1652	PRAIRIECARE, LLC	\$5,332.80
02/14/24	V8006384	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	D2624	THREE RIVERS PARK D	\$720.00
02/20/24	V1005782	Electronic Wire Transfer	394 PMTS TO OTHER AGENCY	300 Purchased Services	PC0026	US BANK CARD KIDSTO	\$2,620.00
02/21/24	733638	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	A0035	CHILDRENS THEATRE C	\$360.00
02/21/24	733693	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	F0480	SUBURBAN LAW ENFORC	\$56.00
02/21/24	733695	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	54873	SUSTAINABLE SAFARI	\$660.00
02/21/24	733704	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	26540	WORKS, THE	\$828.75
02/21/24	V8006408	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	54676	BLAZERWORKS	\$14,833.25
02/21/24	V8006437	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	F5151	NORTHSTAR BUS LINES	\$469.89
02/21/24	V8006462	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	D2624	THREE RIVERS PARK D	\$391.50
02/28/24	733714	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	52988	BOB ROGERS TRAVEL I	\$96.00
02/28/24	733727	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	A0035	CHILDRENS THEATRE C	\$390.00
02/28/24	733765	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	54642	KWST BEHAVIORAL DEV	\$6,750.00
02/28/24	733777	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	A0080	MN ZOO	\$400.00
02/28/24	P405233	Epayable	394 PMTS TO OTHER AGENCY	300 Purchased Services	F5953	NORTHERN STAR COUNC	\$550.00
02/28/24	V8006478	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	54676	BLAZERWORKS	\$18,660.87
02/28/24	V8006515	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	54768	KWIK TRIP INC	\$1,140.00
02/28/24	V8006534	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	52317	STONE ARCH LEARNING	\$7,875.00
02/28/24	V8006546	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	A3073	YOUTH FRONTIERS INC	\$2,450.00
02/21/24	V8006446	Vendor ACH	398 INTERDEPARTMENTAL CHRGBK	300 Purchased Services	18914	RICOH USA	\$21,432.44
02/07/24	733355	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F7503	AHLQUIST, TRAVIS	\$79.00
02/07/24	733357	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4939	ANTL, SCOTT	\$84.00
02/07/24	733358	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54767	ARENZ, NICHOLAS	\$132.00
02/07/24	733359	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3581	AYENI, PHIL	\$84.00
02/07/24	733360	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54812	BACHAND, BRYAN ANDR	\$66.00
02/07/24	733361	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53864	BAKER, MICHAEL	\$103.00
02/07/24	733363	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54845	BEISSEL, CRAIG	\$128.00
02/07/24	733364	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4525	BENISH, RICHARD	\$84.00
02/07/24	733366	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	52421	BRANDT, TANNER	\$144.00
02/07/24	733369	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50175	BROWN, CHRIS	\$84.00
02/07/24	733370	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54831	BURNHAM, MACKENZIE	\$66.00
02/07/24	733371	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54806	CALLAHAN, ROSS	\$145.00
02/07/24	733372	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54785	CARLSON, NOAH	\$103.00
02/07/24	733376	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F1812	DALLE, MATT	\$84.00
02/07/24	733378	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53109	DANNER, NOAH	\$66.00
02/07/24	733380	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54817	DEMOREST, CONNOR	\$103.00
02/07/24	733381	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F7324	DETERMAN, ROBERT	\$66.00
02/07/24	733384	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3886	ERICKSON, ROBERT	\$97.00
02/07/24	733385	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3805	FASCHING, COLE	\$168.00
02/07/24	733394	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54771	FONDERN, LAMONT EUG	\$66.00
02/07/24	733395	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50285	FONVILLE, TROY	\$66.00
02/07/24	733396	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53916	FOSTER, CORTNEY	\$84.00
02/07/24	733397	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53779	GEISLER, DESTINY	\$45.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/07/24	733398	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3887	GELMO, IBSAA	\$103.00
02/07/24	733399	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	52044	GEORGAKOPOULOS, TES	\$295.00
02/07/24	733401	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	A1806	GILLUND, TOM	\$84.00
02/07/24	733402	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54344	GLAD, MARK ANDREW	\$145.00
02/07/24	733406	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4814	GREER, LARONE	\$103.00
02/07/24	733407	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51107	HAMPTON, NATHAN	\$66.00
02/07/24	733409	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5024	HANSON, CARLYNNE JO	\$98.00
02/07/24	733411	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4392	HOFSTEDT, JASON	\$84.00
02/07/24	733412	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F0317	HOLTZ, TODD	\$84.00
02/07/24	733413	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53151	HOWARD, PHILLIP A	\$169.00
02/07/24	733419	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53145	JARVIS, JAMES	\$92.00
02/07/24	733420	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51077	JEAN, BRUCE	\$84.00
02/07/24	733421	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F1077	JOHNSON, EMILY	\$98.00
02/07/24	733422	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54842	JOINER, KESWIC	\$84.00
02/07/24	733423	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	10644	KARNAS, MICHAEL	\$84.00
02/07/24	733424	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5875	KATKE, CHRISTINA	\$168.00
02/07/24	733425	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5738	KELLY, JASON	\$188.00
02/07/24	733426	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50158	KIHSLINGER, JOHN	\$84.00
02/07/24	733427	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50316	KLOECKNER-WALTERS,	\$98.00
02/07/24	733428	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4629	KRAABEL, JORDAN	\$171.00
02/07/24	733429	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50100	LEONARD, MICHAEL	\$97.00
02/07/24	733430	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D0060	LUNDSTROM, WAYNE	\$66.00
02/07/24	733432	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54789	MARUDAS, AUSTEN	\$103.00
02/07/24	733433	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D7591	MCLEAN, JON W	\$84.00
02/07/24	733438	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D9015	MILLER, NISSA	\$98.00
02/07/24	733442	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51317	MITTELSTAEDT, MICHA	\$103.00
02/07/24	733443	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3838	MUGFORD, JOHN B	\$84.00
02/07/24	733445	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D4374	NOVAK, JANICE	\$60.00
02/07/24	733446	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54836	NOVOTNY, MICHELLE	\$103.00
02/07/24	733448	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F2556	NYGAARD, SCOTT	\$66.00
02/07/24	733449	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51265	OLIVE, MATT	\$84.00
02/07/24	733451	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51087	OSTROM, DANIEL	\$95.00
02/07/24	733453	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5723	PEICK, JOHN R	\$103.00
02/07/24	733458	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51195	ROCK, PATRICK	\$252.00
02/07/24	733459	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54803	RODE, MICHAEL JOHN	\$103.00
02/07/24	733460	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53935	ROEMHILDT, CHRISTIA	\$103.00
02/07/24	733461	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53023	SANDE, JUSTIN	\$145.00
02/07/24	733462	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53093	SANDERS, MORGAN	\$35.00
02/07/24	733463	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D1512	SANDINO, JEFFREY	\$648.00
02/07/24	733464	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5711	SCHMIDT, AMY	\$98.00
02/07/24	733467	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	52415	SIFFERLE, DELANEY	\$98.00
02/07/24	733468	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54800	SIMENSON, COURTNEY	\$98.00
02/07/24	733469	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3268	SOUERS, RANDY	\$84.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/07/24	733471	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5124	STARR, ALAN	\$66.00
02/07/24	733472	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54786	STEINHART, JEREMY	\$103.00
02/07/24	733473	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	10988	STEPHAN, THOMAS R J	\$66.00
02/07/24	733474	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53907	STEVENS, EDWARD JOS	\$103.00
02/07/24	733475	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50128	STRONG, PAUL	\$84.00
02/07/24	733478	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4872	TENGWALL, CHRIS	\$103.00
02/07/24	733479	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54795	TONDRYK, MARTAYVIUS	\$35.00
02/07/24	733481	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50243	WAJDA SR, JAMES	\$103.00
02/07/24	733482	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F2437	WARZECHA, SAMUEL	\$145.00
02/07/24	733483	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54851	WASSER, JAMIE NICOL	\$520.00
02/07/24	733484	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53908	WENDORF, NATHAN	\$97.00
02/07/24	V8006227	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54735	BRITTS, KYIA	\$300.00
02/07/24	V8006232	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F2534	EICHACKER, ERIC	\$103.00
02/07/24	V8006237	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F5498	GRAVES, RANDI	\$79.00
02/07/24	V8006239	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	00572	GUARDIAN PEST CONTR	\$444.92
02/07/24	V8006242	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F2536	HAWKINSON, NICK	\$66.00
02/07/24	V8006243	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	10649	HIESTAND, DEBORAH	\$169.00
02/07/24	V8006245	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	A1944	HILGER, MERRY	\$84.00
02/07/24	V8006246	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	A3931	HOLT, JAMES	\$84.00
02/07/24	V8006253	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F3143	LAIRD, CRAIG	\$168.00
02/07/24	V8006255	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	11358	LEIGHTON, TIM	\$84.00
02/07/24	V8006264	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	52985	MORCOMB, DEREK	\$103.00
02/07/24	V8006265	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	D4525	MORDHORST, JEFF	\$169.00
02/07/24	V8006277	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	51239	RUNKE, TIMOTHY	\$171.00
02/07/24	V8006280	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54605	SOCIAL CLUB SIMPLE	\$30.00
02/07/24	V8006282	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54740	STENSTROM, NEIL	\$309.00
02/07/24	V8006283	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54779	STEPHENS, DIMITRIUS	\$1,075.00
02/07/24	V8006289	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	D5673	WINN, GEORGE	\$132.00
02/14/24	733504	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54753	ABEL, MICHAEL	\$160.00
02/14/24	733505	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	52419	ALBERS, BRADLEY JON	\$97.00
02/14/24	733506	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53189	ALLEY, NICOLE KATHE	\$158.00
02/14/24	733510	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4939	ANTL, SCOTT	\$84.00
02/14/24	733513	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F7452	BAKER, RICK	\$84.00
02/14/24	733514	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51104	BALLARD, KYLE	\$157.00
02/14/24	733517	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5648	BRINSON, STEVE	\$84.00
02/14/24	733520	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D4471	BROUGH, TONY	\$98.00
02/14/24	733522	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54785	CARLSON, NOAH	\$161.00
02/14/24	733525	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D2998	CLANCY, WILLIAM E	\$84.00
02/14/24	733526	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5103	COLEMAN, TAMMIE	\$62.00
02/14/24	733527	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F0865	CONLEY, BEN	\$84.00
02/14/24	733528	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4417	COOGAN-BURKE, MARY	\$75.00
02/14/24	733530	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54844	DAVICK, BRADLEY C	\$129.00
02/14/24	733531	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51290	DEBAKER, MATT	\$84.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/14/24	733532	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5972	DEMORETT, ANDREW	\$84.00
02/14/24	733534	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5737	FEIGUM, DANIEL	\$169.00
02/14/24	733535	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50285	FONVILLE, TROY	\$66.00
02/14/24	733536	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53113	FOSSUM, NICHOLAS	\$144.00
02/14/24	733538	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3204	GAULT, SARAH	\$60.00
02/14/24	733539	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	A2089	GEARMAN, MIKE	\$84.00
02/14/24	733540	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3887	GELMO, IBSAA	\$66.00
02/14/24	733541	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53172	GILBERG, MATTHEW	\$171.00
02/14/24	733545	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4814	GREER, LARONE	\$103.00
02/14/24	733546	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54862	GRUENHAGEN, JACOB	\$103.00
02/14/24	733547	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F1225	GUSTAFSON, ZACH	\$84.00
02/14/24	733548	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5024	HANSON, CARLYNNE JO	\$15.00
02/14/24	733549	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3837	HANSON, TRAVIS	\$160.00
02/14/24	733553	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4392	HOFSTEDT, JASON	\$168.00
02/14/24	733554	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F1043	HOOKER, RAYNARD	\$103.00
02/14/24	733555	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53151	HOWARD, PHILLIP A	\$103.00
02/14/24	733556	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54766	HOWERTON, CHRISTOPH	\$66.00
02/14/24	733558	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5916	IKI INC	\$49.00
02/14/24	733566	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F1077	JOHNSON, EMILY	\$15.00
02/14/24	733567	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54823	JUNGLING, CALEB	\$147.00
02/14/24	733569	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5635	KENT, STEPHEN	\$84.00
02/14/24	733570	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53235	KOSTE, BRIAN MICHAEL	\$103.00
02/14/24	733571	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D1073	KUDEBEH, STEVE	\$66.00
02/14/24	733572	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F0952	KUMPF, MEGHAN	\$15.00
02/14/24	733573	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	A3528	KUPHAL, BRENT	\$66.00
02/14/24	733576	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D5864	LEVIN, AARON	\$171.00
02/14/24	733577	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53848	LEWIS, KATRINA	\$125.00
02/14/24	733578	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53200	LIBRARY COMPUTER TU	\$280.00
02/14/24	733579	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50165	LUESSENHEIDE, RYAN	\$84.00
02/14/24	733580	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53123	MARTIN, DUSTIN	\$97.00
02/14/24	733581	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53044	MCGEE, JASON	\$84.00
02/14/24	733587	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F2462	MUELLER, MICHAEL	\$177.00
02/14/24	733590	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F0006	POLACEK, DOUG	\$103.00
02/14/24	733595	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54803	RODE, MICHAEL JOHN	\$103.00
02/14/24	733596	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53786	ROSE, MITCHELL	\$103.00
02/14/24	733597	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54847	ROTHENBACHER-SCHMIT	\$167.00
02/14/24	733598	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4478	SAFEWAY DRIVING SCH	\$14,355.00
02/14/24	733599	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5711	SCHMIDT, AMY	\$60.00
02/14/24	733600	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54765	SCHOEN, MATTHEW	\$79.00
02/14/24	733608	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D9031	SPENCER, RICKY	\$84.00
02/14/24	733611	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5124	STARR, ALAN	\$103.00
02/14/24	733612	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54786	STEINHART, JEREMY	\$66.00
02/14/24	733614	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4872	TENGWALL, CHRIS	\$120.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/14/24	733616	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54795	TONDRYK, MARTAYVIUS	\$45.00
02/14/24	733617	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53928	TOWNSEND, KEITH	\$145.00
02/14/24	733620	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	00404	UNITED STATES POSTA	\$4,032.38
02/14/24	733621	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4905	WELLS, BRANDON	\$1,350.00
02/14/24	733623	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53869	WRIGHT, NEVAEH	\$80.00
02/14/24	733624	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54860	WYFFELS, MATTHEW	\$103.00
02/14/24	733625	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50216	ZEHNDER, ROBERT	\$137.00
02/14/24	P405196	Epayable	399 OTHER PURCH SERVICES	300 Purchased Services	A0188	STAGES THEATRE CO	\$13,565.00
02/14/24	V8006299	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	50444	BARNES, MIKE	\$206.00
02/14/24	V8006303	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F1961	BUCKENTINE, JIM	\$66.00
02/14/24	V8006305	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	50186	BUNCE BACKYARD PROD	\$6,324.00
02/14/24	V8006314	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F2534	EICHACKER, ERIC	\$103.00
02/14/24	V8006316	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	18528	FINKEN WATER INC	\$89.18
02/14/24	V8006319	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	52306	FUGATE, BENJAMIN	\$103.00
02/14/24	V8006320	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F4180	FUN ENGINEERZ LLC	\$1,200.00
02/14/24	V8006322	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	00572	GUARDIAN PEST CONTR	\$48.74
02/14/24	V8006333	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	A1623	KOCKELMAN, DEAN	\$84.00
02/14/24	V8006339	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F3218	LITFIN, NICHOLAS	\$103.00
02/14/24	V8006347	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	A0751	METROPOLITAN COURIE	\$2,920.16
02/14/24	V8006356	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	14324	NELSON, RICK	\$177.00
02/14/24	V8006357	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F1627	NEW WAY HYPNOSIS CL	\$220.00
02/14/24	V8006373	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F5712	SCHERBER, DREW	\$84.00
02/14/24	V8006374	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	A4143	SCHNEIDER, MICHELLE	\$66.00
02/14/24	V8006377	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54605	SOCIAL CLUB SIMPLE	\$45.00
02/14/24	V8006381	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54865	TAHAR, ANIS	\$66.00
02/14/24	V8006386	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	53161	TREADWAY, RACHEL R	\$79.00
02/20/24	V1005735	Electronic Wire Transfer	399 OTHER PURCH SERVICES	300 Purchased Services	17694	DISH	\$281.20
02/21/24	733634	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51104	BALLARD, KYLE	\$129.00
02/21/24	733636	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54831	BURNHAM, MACKENZIE	\$103.00
02/21/24	733641	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4844	DAHL, ANTHONY	\$168.00
02/21/24	733642	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54417	DASH SPORTS LLC	\$1,437.80
02/21/24	733643	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5736	DAY, ROGER ANTHONY	\$84.00
02/21/24	733644	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50462	DEVORE, DREW	\$103.00
02/21/24	733654	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4814	GREER, LARONE	\$103.00
02/21/24	733655	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51107	HAMPTON, NATHAN	\$103.00
02/21/24	733656	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F6129	HARRIS, DENNIS	\$84.00
02/21/24	733658	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54766	HOWERTON, CHRISTOPH	\$66.00
02/21/24	733663	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4459	KRUEGER, DWIGHT	\$84.00
02/21/24	733664	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D6992	LANDY, SCOTT	\$84.00
02/21/24	733666	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3191	MARXHAUSEN, MARK	\$174.00
02/21/24	733675	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F2611	MULDER, JOHN	\$84.00
02/21/24	733678	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	A0692	PARK CENTER VB BOOS	\$1,470.00
02/21/24	733679	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54874	PERRY, JOHN	\$84.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/21/24	733680	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F0006	POLACEK, DOUG	\$103.00
02/21/24	733686	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	A3734	ROFF, MICHAEL	\$176.00
02/21/24	733688	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D1396	SCALZO, JOEL	\$214.00
02/21/24	733691	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F0999	SHANAHAN, KELLY	\$214.00
02/21/24	733692	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	10988	STEPHAN, THOMAS R J	\$66.00
02/21/24	733697	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4872	TENGWALL, CHRIS	\$103.00
02/21/24	733700	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5770	WALTON, AARON	\$84.00
02/21/24	733702	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54851	WASSER, JAMIE NICOL	\$630.00
02/21/24	733703	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	10352	WINCEK, JACQUELINE	\$132.00
02/21/24	733705	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54776	WYFFELS, JEFFRY MAR	\$103.00
02/21/24	P405200	Epayable	399 OTHER PURCH SERVICES	300 Purchased Services	02170	AFFORDABLE SANITATI	\$775.00
02/21/24	P405208	Epayable	399 OTHER PURCH SERVICES	300 Purchased Services	F2809	KIDCREATE STUDIO	\$4,125.00
02/21/24	V8006406	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	50932	BALANCED LIFE TAI C	\$595.00
02/21/24	V8006407	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	50444	BARNES, MIKE	\$103.00
02/21/24	V8006412	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54870	CAPONI ART PARK	\$245.00
02/21/24	V8006417	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	50973	EVENSON, CHAD	\$66.00
02/21/24	V8006419	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F4180	FUN ENGINEERZ LLC	\$2,720.00
02/21/24	V8006424	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F2536	HAWKINSON, NICK	\$66.00
02/21/24	V8006425	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	51448	IHEALTH	\$1,267.50
02/21/24	V8006433	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54738	NATIONAL MARTIAL AR	\$1,408.40
02/21/24	V8006438	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54836	NOVOTNY, MICHELLE	\$103.00
02/21/24	V8006448	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	A4143	SCHNEIDER, MICHELLE	\$66.00
02/21/24	V8006454	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54605	SOCIAL CLUB SIMPLE	\$15.00
02/21/24	V8006463	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F5643	TOP TIER	\$175.00
02/21/24	V8006467	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	53847	YOUNG, BRANDON C	\$84.00
02/28/24	733708	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53189	ALLEY, NICOLE KATHE	\$98.00
02/28/24	733709	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54882	ANDERSON, LONNIE AL	\$120.00
02/28/24	733710	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F6077	ANDERSON, MATTHEW	\$145.00
02/28/24	733713	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53836	BERG, LUCAS J	\$120.00
02/28/24	733715	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D2994	BOLITHO, CHERYL	\$120.00
02/28/24	733719	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D9106	BREKKE, ERIC	\$84.00
02/28/24	733722	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53842	BRUNS, JULIE	\$160.00
02/28/24	733724	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54831	BURNHAM, MACKENZIE	\$103.00
02/28/24	733725	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51276	BUTCHKO, MICHAEL	\$145.00
02/28/24	733729	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54659	CRAWFORD, PETER	\$198.00
02/28/24	733730	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51290	DEBAKER, MATT	\$84.00
02/28/24	733731	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5972	DEMORETT, ANDREW	\$120.00
02/28/24	733743	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50285	FONVILLE, TROY	\$37.00
02/28/24	733744	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53802	FOWLDS, WYANT	\$144.00
02/28/24	733745	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53779	GEISLER, DESTINY	\$90.00
02/28/24	733746	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3887	GELMO, IBSAA	\$143.00
02/28/24	733747	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	A1806	GILLUND, TOM	\$84.00
02/28/24	733750	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F1225	GUSTAFSON, ZACH	\$84.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/28/24	733752	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51107	HAMPTON, NATHAN	\$169.00
02/28/24	733753	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5671	HENKE, THOMAS W	\$120.00
02/28/24	733757	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4392	HOFSTEDT, JASON	\$84.00
02/28/24	733758	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53151	HOWARD, PHILLIP A	\$198.00
02/28/24	733760	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F1077	JOHNSON, EMILY	\$98.00
02/28/24	733763	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54886	KUBASCH, CHAD ALLEN	\$214.00
02/28/24	733764	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	A3528	KUPHAL, BRENT	\$103.00
02/28/24	733766	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54879	LAMPRON, BENJAMIN	\$103.00
02/28/24	733767	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D6992	LANDY, SCOTT	\$84.00
02/28/24	733769	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53848	LEWIS, KATRINA	\$90.00
02/28/24	733778	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53849	MORGAN, MARCIA	\$98.00
02/28/24	733781	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54887	NEWBERN, BEIJAN JEN	\$103.00
02/28/24	733782	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	51467	OH, JANE	\$90.00
02/28/24	733784	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53127	PAUL, RYAN P	\$84.00
02/28/24	733785	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5723	PEICK, JOHN R	\$103.00
02/28/24	733786	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5713	PERRY, DWAIN	\$120.00
02/28/24	733787	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5837	PRICE, RACHEL	\$84.00
02/28/24	733792	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53093	SANDERS, MORGAN	\$70.00
02/28/24	733793	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	D1512	SANDINO, JEFFREY	\$432.00
02/28/24	733794	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F5160	SHERMAN, JULIE	\$125.00
02/28/24	733798	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	52392	TAYLOR, BRANDON MIC	\$92.00
02/28/24	733799	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	A2064	THOMAS, MICHAEL	\$120.00
02/28/24	733800	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54795	TONDRYK, MARTAYVIUS	\$135.00
02/28/24	733802	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50243	WAJDA SR, JAMES	\$206.00
02/28/24	733803	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53934	WALKER, JEREMIAH	\$120.00
02/28/24	733804	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	50093	WASHINGTON, ROBERT	\$84.00
02/28/24	733806	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	53869	WRIGHT, NEVAEH	\$70.00
02/28/24	733807	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54776	WYFFELS, JEFFRY MAR	\$66.00
02/28/24	733808	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54867	YANKE, MICK	\$120.00
02/28/24	V8006476	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	50444	BARNES, MIKE	\$103.00
02/28/24	V8006483	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F3376	BRECHT-WILES, CAROL	\$160.00
02/28/24	V8006491	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F2534	EICHACKER, ERIC	\$103.00
02/28/24	V8006492	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F7457	ENGLISH, WILLIAM F	\$120.00
02/28/24	V8006496	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	52306	FUGATE, BENJAMIN	\$169.00
02/28/24	V8006502	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	53169	HAMRE, JORUN	\$84.00
02/28/24	V8006503	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54414	HANSON SPORTS LLC	\$1,173.00
02/28/24	V8006505	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54748	HOHNSTADT, SEAN	\$103.00
02/28/24	V8006506	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F5718	HOVDE, DAVID	\$103.00
02/28/24	V8006510	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	51448	IHEALTH	\$277.50
02/28/24	V8006514	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F5635	KENT, STEPHEN	\$84.00
02/29/24	V1005813	Electronic Wire Transfer	399 OTHER PURCH SERVICES	300 Purchased Services	A0256	DELTA DENTAL PLAN	\$10,965.96
02/29/24	V1005815	Electronic Wire Transfer	399 OTHER PURCH SERVICES	300 Purchased Services	54208	UMR, INC	\$104,852.58
300 Purchased Services Subtotal							\$3,772,527.39

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/05/24	V5021352	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E16833	EILEEN E BAKER	\$92.44
02/05/24	V5021353	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E20831	MICHELLE L BECK	\$8.56
02/05/24	V5021364	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E20854	GRETCHEN M DULLINGE	\$40.53
02/05/24	V5021368	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E22812	REBECCA A FAATZ	\$169.21
02/05/24	V5021369	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E34294	COLLEEN R FARLEY	\$168.21
02/05/24	V5021375	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E27059	JAMES GREELEY	\$49.98
02/05/24	V5021378	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E20861	LOIS K HEHN	\$49.71
02/05/24	V5021380	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E25436	KRISTIN C HOLSEN	\$350.64
02/05/24	V5021383	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E24754	LYNETTE C JOHNSON	\$54.57
02/05/24	V5021388	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E9992	ANGELA M KETTNER	\$206.50
02/05/24	V5021390	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E18706	COURTNEY ANN KNUTSO	\$45.58
02/05/24	V5021391	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E17288	JODI LYN LANDERS	\$85.88
02/05/24	V5021393	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E28945	NICOLE M LUCAS	\$31.05
02/05/24	V5021404	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E13064	ROSEMARY PRIN	\$246.82
02/05/24	V5021409	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E24761	KAYLA J STREI	\$59.88
02/05/24	V5021414	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E19065	STEPHANIE M VLECK	\$47.37
02/05/24	V5021416	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E9899	JEAN A WESTRUM	\$340.12
02/05/24	V5021417	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E25860	BOBBI J LASTOVICH	\$171.36
02/05/24	V5021418	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E32553	AMY XIONG	\$82.13
02/07/24	733367	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	53760	BREAKTIME BEVERAGE	\$2,074.00
02/07/24	733373	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	54537	CDW GOVERNMENT	\$221.34
02/07/24	733383	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	53910	EDWARD DON & COMPAN	\$15,986.15
02/07/24	733386	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	00619	FERRELLGAS	\$789.30
02/07/24	733435	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$3.37
02/07/24	733439	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	D1176	SPECIAL SCHOOL DIST	\$231.00
02/07/24	733455	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	26548	RAPTOR TECHNOLOGIES	\$105.00
02/07/24	P405172	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	09503	TRIO SUPPLY COMPANY	\$36,120.56
02/07/24	V8006216	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	17097	ACP DIRECT	\$279.95
02/07/24	V8006234	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	00188	GOPHER SPORT	\$149.20
02/07/24	V8006251	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	18516	KAPCO BOOK PROTECTI	\$93.50
02/07/24	V8006254	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	06538	LAKESHORE LEARNING	\$97.32
02/07/24	V8006273	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	16316	REALITYWORKS INC	\$125.00
02/07/24	V8006287	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	15270	VIKING ELECTRIC	\$1,699.14
02/14/24	733550	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	25372	HEGGIES PIZZA	\$2,413.60
02/14/24	733582	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$91.86
02/14/24	733583	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$27.98
02/14/24	733615	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	05515	TOLEDO PE SUPPLY CO	\$199.99
02/14/24	P405176	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	00130	ANCHOR PAPER COMPAN	\$630.18
02/14/24	P405177	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	08889	BARNES & NOBLE	\$290.94
02/14/24	P405178	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	05641	BATTERIES PLUS BULB	\$42.50
02/14/24	P405181	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	00131	DEMCO	\$465.70
02/14/24	P405194	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	01996	SCHOLASTIC BOOK FAI	\$846.34
02/14/24	V8006295	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	22094	ACTION RADIO & COMM	\$520.50

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/14/24	V8006315	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	53309	FASTSIGNS ST LOUIS	\$845.74
02/14/24	V8006334	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	06538	LAKESHORE LEARNING	\$42.74
02/14/24	V8006342	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	A1531	MALMBORG'S INC	\$1,177.50
02/14/24	V8006350	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	09737	MINNEAPOLIS OXYGEN	\$109.68
02/14/24	V8006352	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	F3726	MONKEY WRENCH PRODU	\$203.00
02/14/24	V8006359	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	26568	OFFICE LIQUIDATORS	\$948.00
02/14/24	V8006364	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	53168	PERFORMANCE TOURS	\$1,373.00
02/14/24	V8006372	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	25198	REBYL SPORTS	\$1,755.00
02/14/24	V8006375	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$314.59
02/14/24	V8006383	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	16530	THINK SOCIAL PUBLIS	\$65.66
02/20/24	V1005739	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	A0275	UNITED PARCEL SERVI	\$23.47
02/20/24	V1005762	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0021	US BANK CARD CUSTOD	\$443.00
02/20/24	V1005763	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0013	US BANK CARD DCARLS	\$92.57
02/20/24	V1005770	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0049	US BANK CARD EXIONG	\$1,095.41
02/20/24	V1005771	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0060	US BANK CARD FACE	\$89.21
02/20/24	V1005775	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0055	US BANK CARD INDIAN	\$4,076.89
02/20/24	V1005785	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0012	US BANK CARD LFOSTE	\$347.98
02/20/24	V1005787	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0073	US BANK CARD LJOHNS	\$86.07
02/20/24	V1005788	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0022	US BANK CARD MAINTA	\$369.00
02/20/24	V1005790	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0039	US BANK CARD MDURAN	\$2,129.39
02/20/24	V1005800	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$18,894.17
02/20/24	V1005801	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC009	US BANK CARD PURCHB	\$801.96
02/20/24	V1005804	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0074	US BANK CARD PURCHG	\$5,635.85
02/20/24	V1005805	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0052	US BANK CARD PURCHM	\$0.00
02/20/24	V1005810	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC006	US BANK CARD PURCHO	\$18,065.90
02/20/24	V1005812	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0035	US BANK CARD TSCHRE	\$101.40
02/20/24	V5021461	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E13667	PAMELA J BRANDT	\$41.53
02/20/24	V5021512	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E31225	PAIGE M GROSSKLAUS	\$95.45
02/20/24	V5021571	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E18706	COURTNEY ANN KNUTSO	\$24.95
02/20/24	V5021600	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E28945	NICOLE M LUCAS	\$150.88
02/20/24	V5021619	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E33633	KIMBERLY A MISKOWIE	\$49.20
02/20/24	V5021632	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E22723	TASHA N MOSKOWITZ	\$93.14
02/20/24	V5021637	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E29860	BRENDA K MYREN	\$12.77
02/20/24	V5021660	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E33867	MAKAYLA R PAULSON	\$85.22
02/20/24	V5021707	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E24761	KAYLA J STREI	\$173.14
02/20/24	V5021732	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E28927	BETH M VOS	\$45.60
02/21/24	733646	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	54571	ECOLAB USA INC	\$936.64
02/21/24	733647	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	53910	EDWARD DON & COMPAN	\$7,976.08
02/21/24	733652	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	16575	GLOBAL INDUSTRIAL E	\$77.95
02/21/24	733669	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$771.73
02/21/24	733670	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$3.89
02/21/24	733671	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$20.36
02/21/24	733681	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	26560	PTM DOCUMENT SYSTEM	\$696.71

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/21/24	733683	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	26548	RAPTOR TECHNOLOGIES	\$1,223.00
02/21/24	733685	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	20028	RED WING SHOE STORE	\$595.49
02/21/24	733696	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	03032	TEACHER CREATED RES	\$73.89
02/21/24	P405203	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	00131	DEMCO	\$855.20
02/21/24	P405210	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	17682	MIDWEST BUS PARTS I	\$440.40
02/21/24	P405219	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	09503	TRIO SUPPLY COMPANY	\$24,420.09
02/21/24	V8006413	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	54018	CAROLINA COVERTECH	\$101.45
02/21/24	V8006420	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	22068	FUN EXPRESS LLC	\$117.89
02/21/24	V8006428	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	06538	LAKESHORE LEARNING	\$206.90
02/21/24	V8006439	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	08447	NYSTROM PUBLISHING	\$4,442.92
02/21/24	V8006443	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	02381	REALLY GOOD STUFF	\$40.78
02/21/24	V8006446	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	18914	RICOH USA	\$84.46
02/21/24	V8006461	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	02319	THERAPRO INC	\$83.92
02/21/24	V8006465	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	16162	ULINE	\$130.85
02/21/24	V8006466	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	15270	VIKING ELECTRIC	\$151.98
02/28/24	733707	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	51997	ALLEGRA DESIGN PRIN	\$897.09
02/28/24	733717	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	53760	BREAKTIME BEVERAGE	\$515.00
02/28/24	733718	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	53760	BREAKTIME BEVERAGE	\$138.00
02/28/24	733726	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	54537	CDW GOVERNMENT	\$748.55
02/28/24	733733	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	54571	ECOLAB USA INC	\$1,115.60
02/28/24	733770	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$310.12
02/28/24	P405222	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	08889	BARNES & NOBLE	\$501.95
02/28/24	P405224	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	A3975	CUB FOODS MAPLE GRO	\$125.45
02/28/24	P405238	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	12744	THERAPY SHOPPE	\$412.44
02/28/24	V8006469	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	03674	ACCUCUT SYSTEMS	\$165.00
02/28/24	V8006475	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$262.10
02/28/24	V8006497	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	22068	FUN EXPRESS LLC	\$73.79
02/28/24	V8006509	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	15872	IDENTISYS INC	\$854.83
02/14/24	733606	Vendor Check	402 APPAREL	400 Supplies & Materials	F3789	SOTA SHOP	\$441.00
02/20/24	V1005759	Electronic Wire Transfer	402 APPAREL	400 Supplies & Materials	PC0062	US BANK CARD CMANAN	\$57.94
02/20/24	V1005790	Electronic Wire Transfer	402 APPAREL	400 Supplies & Materials	PC0039	US BANK CARD MDURAN	\$1,764.00
02/21/24	V8006409	Vendor ACH	402 APPAREL	400 Supplies & Materials	26509	BOND BRANDED GEAR I	\$130.00
02/21/24	V8006444	Vendor ACH	402 APPAREL	400 Supplies & Materials	25198	REBYL SPORTS	\$3,372.00
02/21/24	V8006453	Vendor ACH	402 APPAREL	400 Supplies & Materials	18458	SIGNATURE CONCEPTS	\$6,294.07
02/28/24	P405241	Epayable	402 APPAREL	400 Supplies & Materials	51439	UNIVERSAL ATHLETIC	\$932.99
02/28/24	V8006530	Vendor ACH	402 APPAREL	400 Supplies & Materials	25198	REBYL SPORTS	\$948.00
02/21/24	733652	Vendor Check	404 APPAREL	400 Supplies & Materials	16575	GLOBAL INDUSTRIAL E	\$3,670.60
02/28/24	733748	Vendor Check	404 APPAREL	400 Supplies & Materials	16575	GLOBAL INDUSTRIAL E	\$2,030.16
02/07/24	733393	Vendor Check	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	53156	FLOWPATH CORPORATIO	\$3,900.00
02/07/24	V8006275	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	50779	RICHARD CARLTON CON	\$5,885.00
02/14/24	733511	Vendor Check	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	F4899	ARVIG	\$1,702.90
02/14/24	733542	Vendor Check	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	A4247	GLAZIER CLINICS LLC	\$495.00
02/14/24	V8006385	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	F3933	TRANSFINDER	\$36,138.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V1005786	Electronic Wire Transfer	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$99.00
02/21/24	V8006429	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	53680	LEXIA LEARNING SYST	\$99.00
02/21/24	V8006455	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	53197	SOURCEWELL	\$4,270.62
02/28/24	V8006504	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	26561	HIGH POINT NETWORKS	\$2,346.00
02/28/24	V8006529	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	05024	PRO-TEC DESIGN	\$197.12
02/28/24	V8006541	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	51457	T-MOBILE USA INC	\$2,960.00
02/07/24	V8006256	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	50899	LEVEL8CREATIVE LLC	\$250.00
02/14/24	733592	Vendor Check	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	26546	REFERENCEPOINT PRES	\$295.00
02/20/24	V1005786	Electronic Wire Transfer	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$224.98
02/20/24	V1005790	Electronic Wire Transfer	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	PC0039	US BANK CARD MDURAN	-\$157.47
02/21/24	733660	Vendor Check	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	A1613	INTERMEDIATE DISTRI	\$12,910.00
02/21/24	733667	Vendor Check	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	52231	MATH MEDIC	\$522.00
02/21/24	733684	Vendor Check	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	50135	RED RIVER PRESS INC	\$2,916.00
02/21/24	P405209	Epayable	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	15927	LEARNING A-Z	\$264.00
02/28/24	P405237	Epayable	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	F7518	TECHSMITH CORPORATI	\$349.80
02/28/24	V8006481	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	16786	BRAINPOP	\$665.50
02/07/24	V8006219	Vendor ACH	412 WATER TREATMENT	400 Supplies & Materials	51769	APOLLO WATER SERVIC	\$858.28
02/07/24	V8006241	Vendor ACH	412 WATER TREATMENT	400 Supplies & Materials	20217	HAWKINS INC	\$729.34
02/14/24	V8006324	Vendor ACH	412 WATER TREATMENT	400 Supplies & Materials	20217	HAWKINS INC	\$729.34
02/21/24	V8006404	Vendor ACH	412 WATER TREATMENT	400 Supplies & Materials	51769	APOLLO WATER SERVIC	\$2,798.32
02/21/24	V8006423	Vendor ACH	412 WATER TREATMENT	400 Supplies & Materials	20217	HAWKINS INC	\$1,216.42
02/28/24	V8006474	Vendor ACH	412 WATER TREATMENT	400 Supplies & Materials	51769	APOLLO WATER SERVIC	\$2,836.89
02/07/24	733435	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$79.53
02/07/24	733476	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	06847	SUPERIOR BROOKDALE	\$22.00
02/07/24	P405166	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	06890	RM COTTON CO	\$456.00
02/07/24	V8006226	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00378	BORDER STATES ELECT	\$647.80
02/07/24	V8006229	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	18405	CTM SERVICES INC	\$393.08
02/07/24	V8006230	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	06823	CUTTER SALES INC	\$108.04
02/07/24	V8006266	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	09100	MTI DISTRIBUTING CO	\$125.22
02/07/24	V8006287	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	15270	VIKING ELECTRIC	\$251.34
02/14/24	733565	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	01216	JH LARSON COMPANY	\$59.75
02/14/24	733582	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$254.86
02/14/24	733583	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$79.00
02/14/24	733591	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	54835	R & R PRODUCTS INC	\$2,521.35
02/14/24	P405178	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	05641	BATTERIES PLUS BULB	\$64.50
02/14/24	P405185	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	15834	FERGUSON ENTERPRISE	\$179.20
02/14/24	P405186	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00187	GOODIN CO	\$158.65
02/14/24	P405187	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	07053	HILLYARD FLOOR CARE	\$51.00
02/14/24	P405191	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	18784	NORTHWEST LIGHTING	\$2,600.00
02/14/24	P405198	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00390	TOLL GAS & WELDING	\$76.26
02/14/24	V8006302	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00378	BORDER STATES ELECT	\$222.00
02/14/24	V8006304	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	54215	BUILDING CONTROLS &	\$685.38
02/14/24	V8006311	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	06823	CUTTER SALES INC	\$108.80

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/14/24	V8006354	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	09100	MTI DISTRIBUTING CO	\$178.01
02/14/24	V8006371	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	52998	R&R SPECIALTIES OF	\$138.00
02/14/24	V8006390	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	15270	VIKING ELECTRIC	\$190.51
02/20/24	V1005762	Electronic Wire Transfer	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	PC0021	US BANK CARD CUSTOD	\$950.46
02/20/24	V1005779	Electronic Wire Transfer	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	PC0023	US BANK CARD JSCHLO	\$499.56
02/20/24	V1005788	Electronic Wire Transfer	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	PC0022	US BANK CARD MAINTEN	\$2,851.39
02/20/24	V1005800	Electronic Wire Transfer	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$505.62
02/20/24	V1005804	Electronic Wire Transfer	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	PC0074	US BANK CARD PURCHG	\$13.34
02/21/24	733669	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$83.06
02/21/24	733671	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$76.18
02/21/24	P405205	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	04382	GOLDEN VALLEY SUPPL	\$213.60
02/21/24	P405206	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00187	GOODIN CO	\$221.32
02/21/24	P405211	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	06890	RM COTTON CO	\$480.39
02/21/24	P405215	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00390	TOLL GAS & WELDING	\$12.71
02/21/24	V8006410	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00378	BORDER STATES ELECT	\$326.37
02/21/24	V8006411	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	54215	BUILDING CONTROLS &	\$269.71
02/21/24	V8006434	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	17384	NILFISK INC	\$341.90
02/21/24	V8006457	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00565	STATE SUPPLY CO INC	\$1,946.88
02/28/24	733770	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$241.59
02/28/24	733771	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$1,324.29
02/28/24	733789	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	54835	R & R PRODUCTS INC	\$143.75
02/28/24	P405227	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	15834	FERGUSON ENTERPRISE	\$1,187.98
02/28/24	P405228	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	04382	GOLDEN VALLEY SUPPL	\$1,735.68
02/28/24	P405229	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00187	GOODIN CO	\$56.42
02/28/24	P405241	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	51439	UNIVERSAL ATHLETIC	\$1,724.61
02/28/24	V8006480	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00378	BORDER STATES ELECT	\$49.82
02/28/24	V8006484	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	54215	BUILDING CONTROLS &	\$396.46
02/28/24	V8006489	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	06823	CUTTER SALES INC	\$458.47
02/28/24	V8006545	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	15270	VIKING ELECTRIC	\$482.69
02/07/24	733435	Vendor Check	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$136.58
02/07/24	733436	Vendor Check	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$8.77
02/07/24	V8006217	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	22094	ACTION RADIO & COMM	\$110.00
02/07/24	V8006272	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	05024	PRO-TEC DESIGN	\$459.00
02/07/24	V8006286	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	50528	VIKING COMPUTER PAR	\$104.86
02/14/24	733582	Vendor Check	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$35.62
02/14/24	733583	Vendor Check	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$89.02
02/14/24	733619	Vendor Check	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	16430	UNITED REFRIGERATIO	\$609.87
02/14/24	V8006298	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$581.90
02/14/24	V8006337	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	15464	LIGHTSPEED TECHNOLO	\$262.00
02/14/24	V8006361	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	26510	PARTS TOWN LLC	\$100.29
02/14/24	V8006369	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	05024	PRO-TEC DESIGN	\$255.00
02/20/24	V1005786	Electronic Wire Transfer	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$405.94
02/20/24	V1005800	Electronic Wire Transfer	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$307.60

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V1005804	Electronic Wire Transfer	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	PC0074	US BANK CARD PURCHG	\$263.20
02/21/24	P405215	Epayable	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	00390	TOLL GAS & WELDING	\$131.30
02/21/24	V8006441	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	26510	PARTS TOWN LLC	\$758.77
02/21/24	V8006442	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	05024	PRO-TEC DESIGN	\$414.98
02/28/24	733728	Vendor Check	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	52368	COLUMBIA WINDOW FIL	\$695.00
02/28/24	733801	Vendor Check	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	16430	UNITED REFRIGERATIO	\$123.60
02/28/24	V8006470	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	22094	ACTION RADIO & COMM	\$4,260.00
02/28/24	V8006475	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$68.90
02/28/24	V8006526	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	26510	PARTS TOWN LLC	\$1,300.63
02/28/24	V8006529	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	05024	PRO-TEC DESIGN	\$229.50
02/28/24	V8006544	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	50528	VIKING COMPUTER PAR	\$61.00
02/20/24	V1005762	Electronic Wire Transfer	423 PERMITS	400 Supplies & Materials	PC0021	US BANK CARD CUSTOD	\$76.00
02/20/24	V1005788	Electronic Wire Transfer	423 PERMITS	400 Supplies & Materials	PC0022	US BANK CARD MAINT	\$10.22
02/05/24	V5021354	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E30324	BRYAN R BJORLIN	\$42.95
02/05/24	V5021358	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E33312	ANNA M BUECHLER	\$100.00
02/05/24	V5021370	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E24750	CHARLENE E DECAROLI	\$25.26
02/05/24	V5021371	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E25183	SEAN W FISHER	\$94.48
02/05/24	V5021374	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E9234	ELIZABETH L GELINO	\$252.61
02/05/24	V5021377	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E33525	JACQUELYN D GRULKOW	\$52.44
02/05/24	V5021384	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E29772	RICARDO T JONES	\$118.72
02/05/24	V5021385	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E31614	JACQUELINE R JUNES	\$57.05
02/05/24	V5021395	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E23525	JACOB L MANDERS	\$72.41
02/05/24	V5021401	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E20042	DANIEL A NELSON	\$40.66
02/05/24	V5021412	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E19902	BRENDA J TIBER	\$63.77
02/05/24	V5021413	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E27799	ANDREA J TOOLEY	\$76.30
02/05/24	V5021415	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E33191	JESSICA R WEAVER	\$20.43
02/05/24	V5021418	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E32553	AMY XIONG	\$133.09
02/05/24	V5021419	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E26418	BOUA XIONG	\$251.71
02/07/24	733391	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	54772	FLEETWOOD STUDENT S	\$680.50
02/07/24	733410	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	53747	HENSEL, MARIE	\$24.33
02/07/24	733444	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	17635	NORTH SHORE GYM SAL	\$1,484.00
02/07/24	733457	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	54840	RICK'S SWIM EQUIPME	\$500.00
02/07/24	733465	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	07852	SCHOLASTIC MAGAZINE	\$197.78
02/07/24	733466	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	54711	SENTRUM MARKETING L	\$177.40
02/07/24	P405155	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	05628	DISCOUNT SCHOOL SUP	\$198.00
02/07/24	P405157	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	06952	FLINN SCIENTIFIC	\$23.24
02/07/24	P405160	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00886	LIBRARY STORE INC	\$52.95
02/07/24	P405162	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	02481	MEDCO SUPPLY	\$13.68
02/07/24	P405167	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00351	SCHMITT MUSIC	\$3,547.33
02/07/24	P405168	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	05007	SCHOOLMATE & STUDEN	\$44.25
02/07/24	P405169	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	12744	THERAPY SHOPPE	\$35.56
02/07/24	P405173	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	18859	VEX ROBOTICS INC	\$169.90
02/07/24	V8006215	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	17501	ACME TOOLS	\$925.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/07/24	V8006218	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	50617	ANDYMARK INC	\$222.83
02/07/24	V8006224	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	09479	BLICK ART MATERIALS	\$42.90
02/07/24	V8006234	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	00188	GOPHER SPORT	\$2,470.26
02/07/24	V8006238	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	00193	GROTH MUSIC COMPANY	\$296.00
02/07/24	V8006250	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	08106	JW PEPPER	\$411.04
02/07/24	V8006261	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	16958	MATH LEARNING CENTE	\$183.60
02/07/24	V8006263	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	00273	MINNESOTA CLAY	\$401.95
02/07/24	V8006268	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	00284	NASCO	\$76.40
02/07/24	V8006271	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	04031	PIONEER MIDWEST INC	\$595.08
02/07/24	V8006276	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	04446	RIO GRANDE	\$328.99
02/07/24	V8006281	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	08598	SOUTHPAW ENTERPRISE	\$376.20
02/13/24	733502	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	D6911	VERIZON WIRELESS BE	\$40.01
02/14/24	733509	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	F7392	ANOKA-RAMSEY FARM A	\$100.00
02/14/24	733523	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	54537	CDW GOVERNMENT	\$56.79
02/14/24	733529	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	A1948	CUB FOODS BP	\$661.21
02/14/24	733574	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	12415	LEARNING RESOURCES	\$164.93
02/14/24	733582	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$558.32
02/14/24	733583	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$247.00
02/14/24	733601	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	51296	SCHOLASTIC INC	\$161.65
02/14/24	733615	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	05515	TOLEDO PE SUPPLY CO	\$288.62
02/14/24	P405177	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	08889	BARNES & NOBLE	\$770.12
02/14/24	P405180	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	F5616	CUB FOODS BROOKLYN	\$108.77
02/14/24	P405181	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00131	DEMCO	\$41.78
02/14/24	P405182	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	05628	DISCOUNT SCHOOL SUP	\$148.33
02/14/24	P405188	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00886	LIBRARY STORE INC	\$92.01
02/14/24	P405190	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	D0655	MINNESOTA HISTORICA	\$100.00
02/14/24	P405193	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00351	SCHMITT MUSIC	\$97.37
02/14/24	V8006294	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	17501	ACME TOOLS	\$400.10
02/14/24	V8006297	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	01217	ATTAINMENT COMPANY	\$94.00
02/14/24	V8006321	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	00193	GROTH MUSIC COMPANY	\$68.25
02/14/24	V8006334	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	06538	LAKESHORE LEARNING	\$392.08
02/14/24	V8006348	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	52345	MICHAELS STORES INC	\$89.03
02/14/24	V8006366	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	04031	PIONEER MIDWEST INC	\$415.56
02/14/24	V8006375	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$441.35
02/20/24	V1005760	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0033	US BANK CARD COMMED	\$102.83
02/20/24	V1005761	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0030	US BANK CARD CTHOMA	\$79.96
02/20/24	V1005766	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0029	US BANK CARD DTHRON	\$371.40
02/20/24	V1005775	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0055	US BANK CARD INDIAN	\$1,880.38
02/20/24	V1005778	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0054	US BANK CARD JNEUMA	\$397.61
02/20/24	V1005782	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0026	US BANK CARD KIDSTO	\$100.79
02/20/24	V1005785	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0012	US BANK CARD LFOSTE	\$45.50
02/20/24	V1005786	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$1,685.43
02/20/24	V1005790	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0039	US BANK CARD MDURAN	\$2,154.47

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V1005800	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$11,025.41
02/20/24	V1005801	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC009	US BANK CARD PURCHB	\$527.05
02/20/24	V1005805	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0052	US BANK CARD PURCHM	\$918.97
02/20/24	V1005810	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC006	US BANK CARD PURCHO	\$14,530.68
02/20/24	V5021557	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E29772	RICARDO T JONES	\$37.60
02/20/24	V5021576	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E33683	WHITNEY L KROGSTAD-	\$38.00
02/20/24	V5021598	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E33984	JILL L LINDL	\$23.06
02/20/24	V5021605	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E10146	LYNN MARIE MAKI	\$26.96
02/20/24	V5021608	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E23525	JACOB L MANDERS	\$64.38
02/20/24	V5021697	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E34336	CHRISTINA L SOGN	\$28.97
02/20/24	V5021716	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E19902	BRENDA J TIBER	\$82.62
02/20/24	V5021734	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E20776	ANDREA S WAGNER	\$71.96
02/20/24	V5021747	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E25860	BOBBI J LASTOVICH	\$98.09
02/21/24	733669	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$971.44
02/21/24	733677	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	00493	OXFORD UNIVERSITY P	\$639.40
02/21/24	733687	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	53839	RUDIS TRIHEX	\$540.60
02/21/24	733698	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	54680	TFD SUPPLIES	\$195.01
02/21/24	733701	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	00409	WARD'S SCIENCE	\$140.28
02/21/24	P405202	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	08889	BARNES & NOBLE	\$479.25
02/21/24	P405212	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00351	SCHMITT MUSIC	\$225.83
02/21/24	P405213	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	26591	SCHOLASTIC BOOK CLU	\$188.66
02/21/24	V8006418	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	18640	FIRST BOOK	\$73.90
02/21/24	V8006422	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	00188	GOPHER SPORT	\$314.28
02/21/24	V8006428	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	06538	LAKESHORE LEARNING	\$114.69
02/21/24	V8006445	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	52449	REV ROBOTICS LLC	\$413.43
02/21/24	V8006449	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	07852	SCHOLASTIC MAGAZINE	\$82.93
02/21/24	V8006450	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$65.30
02/28/24	733735	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	05236	EVAN-MOOR CORP	\$24.97
02/28/24	733742	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	17029	FLIGHT DECK ATHLETI	\$500.00
02/28/24	733770	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$545.69
02/28/24	P405222	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	08889	BARNES & NOBLE	\$1,538.80
02/28/24	P405224	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	A3975	CUB FOODS MAPLE GRO	\$3,691.22
02/28/24	P405225	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00131	DEMCO	\$457.54
02/28/24	P405230	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	51254	LITERACY RESOURCES	\$291.24
02/28/24	P405232	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	02481	MEDCO SUPPLY	\$2,361.99
02/28/24	P405236	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00351	SCHMITT MUSIC	\$202.95
02/28/24	P405241	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	51439	UNIVERSAL ATHLETIC	\$4,095.00
02/28/24	V8006471	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	53256	ALTA	\$135.00
02/28/24	V8006473	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	50617	ANDYMARK INC	\$267.53
02/28/24	V8006475	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$599.58
02/28/24	V8006477	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	54581	BJOREM SPEECH PUBLI	\$209.00
02/28/24	V8006479	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	09479	BLICK ART MATERIALS	\$2,148.71
02/28/24	V8006494	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	18640	FIRST BOOK	\$95.35

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/28/24	V8006499	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	00188	GOPHER SPORT	\$1,067.24
02/28/24	V8006513	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	08106	JW PEPPER	\$515.08
02/28/24	V8006516	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	06538	LAKESHORE LEARNING	\$75.99
02/28/24	V8006531	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$68.97
02/28/24	V8006538	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	07752	TEACHER'S DISCOVERY	\$53.97
02/28/24	V8006540	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	D2624	THREE RIVERS PARK D	\$461.25
02/28/24	V8006542	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	00392	TRANS-MISSISSIPPI B	\$154.99
02/07/24	733379	Vendor Check	433 INDIV INSTR MATERIAL	400 Supplies & Materials	00128	DEAN'S SUPER MARKET	\$110.28
02/07/24	P405169	Epayable	433 INDIV INSTR MATERIAL	400 Supplies & Materials	12744	THERAPY SHOPPE	\$76.97
02/07/24	V8006220	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	01217	ATTAINMENT COMPANY	\$416.96
02/07/24	V8006267	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	08806	MULTI-HEALTH SYSTEM	\$250.00
02/07/24	V8006284	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	07525	SUPER DUPER PUBLICA	\$134.90
02/14/24	733529	Vendor Check	433 INDIV INSTR MATERIAL	400 Supplies & Materials	A1948	CUB FOODS BP	\$14.65
02/14/24	P405180	Epayable	433 INDIV INSTR MATERIAL	400 Supplies & Materials	F5616	CUB FOODS BROOKLYN	\$251.56
02/14/24	P405197	Epayable	433 INDIV INSTR MATERIAL	400 Supplies & Materials	12744	THERAPY SHOPPE	\$162.73
02/14/24	V8006334	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	06538	LAKESHORE LEARNING	\$151.94
02/14/24	V8006358	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	07299	NEWARK CORPORATION	\$110.79
02/14/24	V8006368	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	07273	PRO-ED	\$136.40
02/14/24	V8006375	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$403.91
02/20/24	V1005778	Electronic Wire Transfer	433 INDIV INSTR MATERIAL	400 Supplies & Materials	PC0054	US BANK CARD JNEUMA	\$1,120.21
02/20/24	V1005785	Electronic Wire Transfer	433 INDIV INSTR MATERIAL	400 Supplies & Materials	PC0012	US BANK CARD LFOSTE	\$176.02
02/20/24	V1005786	Electronic Wire Transfer	433 INDIV INSTR MATERIAL	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$838.22
02/20/24	V1005790	Electronic Wire Transfer	433 INDIV INSTR MATERIAL	400 Supplies & Materials	PC0039	US BANK CARD MDURAN	\$24.47
02/20/24	V1005800	Electronic Wire Transfer	433 INDIV INSTR MATERIAL	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$6,029.05
02/20/24	V1005802	Electronic Wire Transfer	433 INDIV INSTR MATERIAL	400 Supplies & Materials	PC0017	US BANK CARD PURCHD	\$83.85
02/20/24	V1005805	Electronic Wire Transfer	433 INDIV INSTR MATERIAL	400 Supplies & Materials	PC0052	US BANK CARD PURCHM	\$2,117.22
02/20/24	V1005810	Electronic Wire Transfer	433 INDIV INSTR MATERIAL	400 Supplies & Materials	PC006	US BANK CARD PURCHO	\$1,009.10
02/20/24	V5021479	Employee Reimbursement	433 INDIV INSTR MATERIAL	400 Supplies & Materials	E25425	ERIN C COLLIGAN	\$15.88
02/20/24	V5021714	Employee Reimbursement	433 INDIV INSTR MATERIAL	400 Supplies & Materials	E34638	ANGELA M THORSETH	\$118.58
02/21/24	P405204	Epayable	433 INDIV INSTR MATERIAL	400 Supplies & Materials	05628	DISCOUNT SCHOOL SUP	\$100.54
02/21/24	P405214	Epayable	433 INDIV INSTR MATERIAL	400 Supplies & Materials	12744	THERAPY SHOPPE	\$46.97
02/21/24	V8006428	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	06538	LAKESHORE LEARNING	\$116.38
02/21/24	V8006432	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	08806	MULTI-HEALTH SYSTEM	\$940.00
02/21/24	V8006456	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	17870	SPEECH CORNER	\$48.98
02/21/24	V8006459	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	07525	SUPER DUPER PUBLICA	\$42.45
02/28/24	733768	Vendor Check	433 INDIV INSTR MATERIAL	400 Supplies & Materials	18798	LEE & LOW BOOKS	\$212.60
02/28/24	733779	Vendor Check	433 INDIV INSTR MATERIAL	400 Supplies & Materials	00475	NCS PEARSON INC	\$464.28
02/28/24	P405220	Epayable	433 INDIV INSTR MATERIAL	400 Supplies & Materials	01272	ABLENET INC	\$40.00
02/28/24	P405224	Epayable	433 INDIV INSTR MATERIAL	400 Supplies & Materials	A3975	CUB FOODS MAPLE GRO	\$318.13
02/28/24	P405235	Epayable	433 INDIV INSTR MATERIAL	400 Supplies & Materials	50120	RIVERSIDE INSIGHTS	\$962.92
02/28/24	P405238	Epayable	433 INDIV INSTR MATERIAL	400 Supplies & Materials	12744	THERAPY SHOPPE	\$137.08
02/28/24	V8006493	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	17038	ESTR PUBLICATIONS	\$47.40
02/28/24	V8006516	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	06538	LAKESHORE LEARNING	\$170.05

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/28/24	V8006520	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	08806	MULTI-HEALTH SYSTEM	\$150.00
02/28/24	V8006528	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	07273	PRO-ED	\$136.40
02/28/24	V8006531	Vendor ACH	433 INDIV INSTR MATERIAL	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$35.72
02/20/24	V1005762	Electronic Wire Transfer	440 FUEL	400 Supplies & Materials	PC0021	US BANK CARD CUSTOD	\$697.61
02/28/24	733805	Vendor Check	440 FUEL	400 Supplies & Materials	53992	WEX BANK	\$3,271.67
02/20/24	V1005774	Electronic Wire Transfer	455 NON-INSTRUCT TECH SUPPLY	400 Supplies & Materials	PC0059	US BANK CARD I2T2 D	\$39.00
02/20/24	V1005786	Electronic Wire Transfer	455 NON-INSTRUCT TECH SUPPLY	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$44.79
02/20/24	V1005800	Electronic Wire Transfer	455 NON-INSTRUCT TECH SUPPLY	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$183.48
02/21/24	733637	Vendor Check	455 NON-INSTRUCT TECH SUPPLY	400 Supplies & Materials	54537	CDW GOVERNMENT	\$234.34
02/21/24	V8006403	Vendor ACH	455 NON-INSTRUCT TECH SUPPLY	400 Supplies & Materials	22094	ACTION RADIO & COMM	\$314.00
02/28/24	V8006475	Vendor ACH	455 NON-INSTRUCT TECH SUPPLY	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$38.97
02/07/24	V8006257	Vendor ACH	456 INSTRUCTIONAL TECH SUPPLY	400 Supplies & Materials	15464	LIGHTSPEED TECHNOLO	\$920.00
02/21/24	733637	Vendor Check	456 INSTRUCTIONAL TECH SUPPLY	400 Supplies & Materials	54537	CDW GOVERNMENT	\$424.86
02/07/24	V8006278	Vendor ACH	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	01000	SADDLEBACK EDUCATIO	\$564.26
02/20/24	V1005758	Electronic Wire Transfer	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	PC0019	US BANK CARD CIESDE	\$67.83
02/20/24	V1005800	Electronic Wire Transfer	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$248.56
02/28/24	P405222	Epayable	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	08889	BARNES & NOBLE	\$2,490.67
02/07/24	733373	Vendor Check	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	54537	CDW GOVERNMENT	\$1,741.95
02/14/24	733523	Vendor Check	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	54537	CDW GOVERNMENT	\$1,038.98
02/14/24	V8006343	Vendor ACH	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	19917	MARCO	\$1,933.75
02/20/24	V1005800	Electronic Wire Transfer	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$125.97
02/21/24	733637	Vendor Check	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	54537	CDW GOVERNMENT	\$1,037.98
02/21/24	V8006405	Vendor ACH	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$1,711.80
02/21/24	V8006416	Vendor ACH	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	16978	DAKTRONICS INC	\$2,142.50
02/28/24	733726	Vendor Check	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	54537	CDW GOVERNMENT	\$500.00
02/28/24	V8006475	Vendor ACH	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$835.74
02/28/24	V8006500	Vendor ACH	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	52897	GOPHERMODS LLC	\$5,930.00
02/28/24	V8006517	Vendor ACH	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	15464	LIGHTSPEED TECHNOLO	\$3,332.00
02/07/24	V8006228	Vendor ACH	466 INSTRUCTIONAL TECH DEVICE	400 Supplies & Materials	54641	CHROMEBOOKPARTS.COM	\$7,050.30
02/14/24	V8006308	Vendor ACH	466 INSTRUCTIONAL TECH DEVICE	400 Supplies & Materials	54641	CHROMEBOOKPARTS.COM	\$3,449.50
02/28/24	733726	Vendor Check	466 INSTRUCTIONAL TECH DEVICE	400 Supplies & Materials	54537	CDW GOVERNMENT	\$1,175.00
02/28/24	V8006475	Vendor ACH	466 INSTRUCTIONAL TECH DEVICE	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$3,858.12
02/28/24	V8006500	Vendor ACH	466 INSTRUCTIONAL TECH DEVICE	400 Supplies & Materials	52897	GOPHERMODS LLC	\$3,404.00
02/07/24	P405152	Epayable	470 MEDIA RESOURCES	400 Supplies & Materials	08889	BARNES & NOBLE	\$271.72
02/07/24	V8006260	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	08509	MACKIN EDUCATIONAL	\$126.02
02/07/24	V8006274	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	06509	RED BALLOON BOOKSHO	\$245.36
02/14/24	V8006317	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	18640	FIRST BOOK	\$13.70
02/14/24	V8006318	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	53033	FOLLETT CONTENT SOL	\$1,154.15
02/14/24	V8006336	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	13128	LEARNING OPPORTUNIT	\$501.73
02/14/24	V8006341	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	08509	MACKIN EDUCATIONAL	\$6,024.58
02/20/24	V1005790	Electronic Wire Transfer	470 MEDIA RESOURCES	400 Supplies & Materials	PC0039	US BANK CARD MDURAN	\$274.31
02/20/24	V1005800	Electronic Wire Transfer	470 MEDIA RESOURCES	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$66.92
02/20/24	V5021651	Employee Reimbursement	470 MEDIA RESOURCES	400 Supplies & Materials	E27911	RACHEL E ORTIZ	\$63.14

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/21/24	V8006431	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	08509	MACKIN EDUCATIONAL	\$813.74
02/28/24	733712	Vendor Check	470 MEDIA RESOURCES	400 Supplies & Materials	54863	BEARPORT PUBLISHING	\$332.15
02/28/24	V8006495	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	53033	FOLLETT CONTENT SOL	\$526.44
02/28/24	V8006519	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	08509	MACKIN EDUCATIONAL	\$441.73
02/05/24	V5021355	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E26249	JAMIE LEE CARLSON B	\$57.30
02/05/24	V5021387	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E22170	KATE MARIE KALLEVIG	\$32.67
02/05/24	V5021396	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E21244	ANDREA K MCPHERSON	\$21.70
02/07/24	733377	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	15072	D'AMICO CATERING	\$750.00
02/07/24	733382	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A0142	COLLEGE TOWN PIZZA	\$46.45
02/07/24	733403	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A0232	GODFATHERS PIZZA	\$1,008.17
02/07/24	733404	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A0232	GODFATHERS PIZZA	\$593.00
02/07/24	733405	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A0232	GODFATHERS PIZZA	\$548.59
02/07/24	733470	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	15454	ST VINCENT DE PAUL	\$1,176.00
02/07/24	733487	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	54861	ANGELEA'S KITCHEN L	\$3,092.96
02/07/24	P405163	Epayable	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	50920	MI-SANT BANH MI CO	\$1,605.00
02/07/24	P405174	Epayable	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	08279	WORLD'S FINEST CHOC	\$288.00
02/07/24	V8006270	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	50455	PANERA BREAD COMPAN	\$1,439.68
02/07/24	V8006288	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	54052	VINAI MARKET INC	\$750.00
02/14/24	733508	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	54861	ANGELEA'S KITCHEN L	\$2,850.00
02/14/24	733529	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A1948	CUB FOODS BP	\$226.22
02/14/24	733533	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A0142	COLLEGE TOWN PIZZA	\$446.99
02/14/24	P405180	Epayable	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	F5616	CUB FOODS BROOKLYN	\$625.22
02/14/24	V8006360	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	50455	PANERA BREAD COMPAN	\$210.70
02/14/24	V8006370	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	53819	QDOBA MEXICAN EATS	\$401.64
02/20/24	V1005763	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0013	US BANK CARD DCARLS	\$676.88
02/20/24	V1005765	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0018	US BANK CARD DLTLD	\$189.40
02/20/24	V1005766	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0029	US BANK CARD DTHRON	\$12.51
02/20/24	V1005768	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0040	US BANK CARD EMANNI	\$339.94
02/20/24	V1005769	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0051	US BANK CARD EQUITY	\$342.90
02/20/24	V1005771	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0060	US BANK CARD FACE	\$5,065.22
02/20/24	V1005773	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0010	US BANK CARD HRDEPT	\$475.74
02/20/24	V1005774	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0059	US BANK CARD I2T2 D	\$71.48
02/20/24	V1005775	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0055	US BANK CARD INDIAN	\$5,381.80
02/20/24	V1005777	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0061	US BANK CARD JMORST	\$55.00
02/20/24	V1005778	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0054	US BANK CARD JNEUMA	\$1,421.76
02/20/24	V1005781	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0078	US BANK CARD KHIEL	\$459.74
02/20/24	V1005782	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0026	US BANK CARD KIDSTO	\$1,274.65
02/20/24	V1005783	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0075	US BANK CARD KMOSES	\$56.40
02/20/24	V1005785	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0012	US BANK CARD LFOSTE	\$3,695.80
02/20/24	V1005786	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$84.14
02/20/24	V1005787	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0073	US BANK CARD LJOHNS	\$385.21
02/20/24	V1005791	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0084	US BANK CARD MNEWEL	\$355.10
02/20/24	V1005800	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$1,511.91

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V5021450	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E26114	KRISTAN M BIDWELL	\$222.89
02/20/24	V5021461	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E13667	PAMELA J BRANDT	\$53.88
02/20/24	V5021490	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E22185	MICHELLE DRAKE	\$122.13
02/20/24	V5021557	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E29772	RICARDO T JONES	\$7.36
02/20/24	V5021602	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E23926	JOAN LUNCEFORD	\$31.96
02/20/24	V5021695	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E31453	SYLVIA S SMALL	\$30.42
02/20/24	V5021728	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E32190	KAREN E VENTURELLA	\$21.71
02/20/24	V5021733	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E34034	CATHRINE E WADLER	\$77.32
02/20/24	V5021748	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E31507	RACHEL J WILKERSON	\$91.92
02/21/24	733645	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A0142	COLLEGE TOWN PIZZA	\$281.49
02/21/24	733653	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A0232	GODFATHERS PIZZA	\$257.42
02/21/24	V8006440	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	50455	PANERA BREAD COMPAN	\$476.96
02/28/24	733776	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	53539	MN ZEJ ZOG	\$500.00
02/28/24	P405224	Epayable	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A3975	CUB FOODS MAPLE GRO	\$2,088.13
02/28/24	V8006490	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	F3528	DAILY DOSE CAFE ESP	\$419.50
02/28/24	V8006525	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	50455	PANERA BREAD COMPAN	\$290.82
02/14/24	V8006379	Vendor ACH	495 MILK	400 Supplies & Materials	50992	ST PAUL BEVERAGE SO	\$50,262.98
02/07/24	733362	Vendor Check	497 FOOD - NON-WAREHOUSE	400 Supplies & Materials	03011	BAYFIELD FRUIT COMP	\$10,278.40
02/07/24	P405159	Epayable	497 FOOD - NON-WAREHOUSE	400 Supplies & Materials	00228	KARLSBURGER FOODS I	\$533.03
02/07/24	P405165	Epayable	497 FOOD - NON-WAREHOUSE	400 Supplies & Materials	05778	PAN O GOLD BAKING C	\$11,722.62
02/14/24	V8006328	Vendor ACH	497 FOOD - NON-WAREHOUSE	400 Supplies & Materials	F6278	INDIANHEAD FOODSERV	\$681,935.31
02/21/24	P405207	Epayable	497 FOOD - NON-WAREHOUSE	400 Supplies & Materials	00228	KARLSBURGER FOODS I	\$940.47
02/28/24	P405231	Epayable	497 FOOD - NON-WAREHOUSE	400 Supplies & Materials	00228	KARLSBURGER FOODS I	\$935.61
02/14/24	V8006325	Vendor ACH	498 OTHER SUPPLIES/MATERIALS	400 Supplies & Materials	54857	HOLMQUIST, MARIAN	\$2,500.00
400 Supplies & Materials Subtotal							\$1,276,695.02
02/28/24	V8006521	Vendor ACH	511 SITE IMPROVEMENTS	500 Capital Expenditures	F3946	MUSKA ELECTRIC	\$12,022.25
02/14/24	V8006392	Vendor ACH	520 BLDG ACQUISTION OR CONST	500 Capital Expenditures	F5448	WOLD ARCHITECTS AND	\$187,328.99
02/28/24	V8006482	Vendor ACH	520 BLDG ACQUISTION OR CONST	500 Capital Expenditures	15278	BRAUN INTERTEC CORP	\$15,000.00
02/28/24	V8006535	Vendor ACH	520 BLDG ACQUISTION OR CONST	500 Capital Expenditures	50836	SUNDE LAND SURVEYIN	\$35,369.06
02/07/24	733356	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	F5703	AIR SYSTEMS ENGINEE	\$800.00
02/07/24	V8006249	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	52611	JOHNSON CONTROLS FI	\$1,725.98
02/07/24	V8006259	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	16927	LVC COMPANIES INC	\$310.00
02/07/24	V8006279	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18493	SHERWIN-WILLIAMS CO	\$225.39
02/14/24	733515	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	F6279	BCI CONSTRUCTION IN	\$59,766.26
02/14/24	733519	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	00075	BROOKLYN PARK, CITY	\$28,866.12
02/14/24	733544	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	53104	GREEN2 ELECTRIC LLC	\$20,673.67
02/14/24	733557	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	53089	ICS CONSULTING LLC	\$113,036.49
02/14/24	P405179	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	03579	COMMERCIAL DOOR SYS	\$12,698.00
02/14/24	P405195	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	16482	SERVICE MASTER	\$520.00
02/14/24	P405199	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	02314	TRANE	\$1,679.63
02/14/24	V8006331	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	52611	JOHNSON CONTROLS FI	\$267.30
02/14/24	V8006335	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	17808	LARSON ENGINEERING	\$24,060.00
02/14/24	V8006340	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	16927	LVC COMPANIES INC	\$1,550.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/14/24	V8006346	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18100	MEI TOTAL ELEVATOR	\$2,349.17
02/14/24	V8006376	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18493	SHERWIN-WILLIAMS CO	\$378.12
02/14/24	V8006392	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	F5448	WOLD ARCHITECTS AND	\$109,242.03
02/21/24	733650	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18797	FLICEK WELDING	\$29,650.00
02/21/24	P405216	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	02314	TRANE	\$3,186.63
02/21/24	P405217	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18228	TREMCO/WEATHERPROOF	\$1,103.00
02/21/24	V8006426	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	07766	INSTITUTE FOR ENVIR	\$3,263.12
02/21/24	V8006427	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	52611	JOHNSON CONTROLS FI	\$126,786.34
02/21/24	V8006430	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	16927	LVC COMPANIES INC	\$2,972.34
02/21/24	V8006452	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18493	SHERWIN-WILLIAMS CO	\$362.99
02/28/24	733751	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	F4750	HALLBERG ENGINEERIN	\$86,732.00
02/28/24	P405239	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	02314	TRANE	\$19,915.00
02/28/24	P405240	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18228	TREMCO/WEATHERPROOF	\$1,103.00
02/28/24	V8006482	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	15278	BRAUN INTERTEC CORP	\$2,886.00
02/28/24	V8006511	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	52611	JOHNSON CONTROLS FI	\$545.39
02/28/24	V8006512	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	54008	JORGENSON CONSTRUCT	\$60,829.20
02/28/24	V8006532	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18493	SHERWIN-WILLIAMS CO	\$427.96
02/07/24	P405153	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	03579	COMMERCIAL DOOR SYS	\$163.98
02/07/24	P405158	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	07053	HILLYARD FLOOR CARE	\$940.50
02/07/24	V8006225	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	17015	BOELTER COMPANIES	\$7,280.00
02/14/24	733543	Vendor Check	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	18537	GLOBAL COMMUNICATIO	\$1,897.69
02/14/24	733607	Vendor Check	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	18607	SPECTRUM SIGN SYSTE	\$2,290.00
02/14/24	P405175	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	50088	AID ELECTRIC CORP	\$266.00
02/14/24	P405183	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	01841	ELECTRIC MOTOR REPA	\$607.22
02/14/24	V8006344	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	04440	MATRIX COMMUNICATIO	\$3,300.00
02/14/24	V8006349	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	17684	MIDWEST MECHANICAL	\$1,063.30
02/14/24	V8006388	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	15341	UHL COMPANY INC	\$600.00
02/14/24	V8006391	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	08835	WL HALL COMPANY	\$950.00
02/20/24	V1005786	Electronic Wire Transfer	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	PC0038	US BANK CARD LIAVAN	\$139.60
02/20/24	V1005804	Electronic Wire Transfer	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	PC0074	US BANK CARD PURCHG	\$1,881.77
02/21/24	V8006402	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	17501	ACME TOOLS	\$49.00
02/28/24	733801	Vendor Check	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	16430	UNITED REFRIGERATIO	\$768.55
02/28/24	P405226	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	01841	ELECTRIC MOTOR REPA	\$2,712.72
02/28/24	P405239	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	02314	TRANE	\$27,100.00
02/21/24	V8006447	Vendor ACH	533 EQUIP FOR SPED DIRECT INS	500 Capital Expenditures	00104	RIFTON EQUIPMENT	\$710.25
02/21/24	733652	Vendor Check	534 EQUIP FOR SPED DIRECT INS	500 Capital Expenditures	16575	GLOBAL INDUSTRIAL E	\$2,101.00
02/28/24	733748	Vendor Check	534 EQUIP FOR SPED DIRECT INS	500 Capital Expenditures	16575	GLOBAL INDUSTRIAL E	\$4,535.00
02/14/24	V8006369	Vendor ACH	535 EQUIPMENT LEASED	500 Capital Expenditures	05024	PRO-TEC DESIGN	\$43,882.66
02/07/24	733373	Vendor Check	540 EQUIPMENT	500 Capital Expenditures	54537	CDW GOVERNMENT	\$525.41
02/07/24	P405156	Epayable	540 EQUIPMENT	500 Capital Expenditures	04921	EMI AUDIO	\$1,659.98
02/07/24	V8006221	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	15800	B & H PHOTOVIDEO	\$258.12
02/14/24	P405193	Epayable	540 EQUIPMENT	500 Capital Expenditures	00351	SCHMITT MUSIC	\$1,785.00
02/14/24	V8006359	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	26568	OFFICE LIQUIDATORS	\$1,027.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/14/24	V8006369	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	05024	PRO-TEC DESIGN	\$1,285.63
02/20/24	V1005786	Electronic Wire Transfer	540 EQUIPMENT	500 Capital Expenditures	PC0038	US BANK CARD LIAVAN	\$461.40
02/28/24	733732	Vendor Check	540 EQUIPMENT	500 Capital Expenditures	53998	ECKROTH MUSIC CO	\$588.38
02/28/24	733742	Vendor Check	540 EQUIPMENT	500 Capital Expenditures	17029	FLIGHT DECK ATHLETI	\$1,932.00
02/28/24	V8006468	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	17648	4IMPRINT	\$768.79
02/28/24	V8006527	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	53237	PRACTICE SPORTS INC	\$1,495.00
500 Capital Expenditures Subtotal							\$1,082,657.38
02/14/24	733586	Vendor Check	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	F6277	MSBA	\$125.00
02/20/24	V1005755	Electronic Wire Transfer	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	PC001	US BANK CARD BSADMI	\$365.00
02/20/24	V1005767	Electronic Wire Transfer	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	PC0050	US BANK CARD ECFE	\$69.00
02/20/24	V1005784	Electronic Wire Transfer	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	PC0079	US BANK CARD KVILLE	\$280.00
02/20/24	V5021460	Employee Reimbursement	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	E28287	DAVID A BRANCH	\$51.80
02/29/24	V1005817	Electronic Wire Transfer	896 TAXES	800 Other Expenses	A0040	MN DEPT OF REVENUE	\$921.00
02/20/24	V1005757	Electronic Wire Transfer	899 MISCELLANEOUS EXPENSE	800 Other Expenses	PC0064	US BANK CARD BSTRAV	\$19.24
800 Other Expenses Subtotal							\$1,831.04
02/20/24	V1005729	Electronic Wire Transfer	218 TRA	Payroll, Benefits, Investments, Etc.	A0559	TEACHER RETIREMENT	-\$317.13
02/14/24	V8006300	Vendor ACH	220 EMPLOYEE INSURANCE	Payroll, Benefits, Investments, Etc.	52811	BENEFIT EXTRAS INC	\$3,164.55
02/14/24	V8006362	Vendor ACH	220 EMPLOYEE INSURANCE	Payroll, Benefits, Investments, Etc.	54536	PAYDHEALTH	\$7,319.21
02/21/24	733674	Vendor Check	220 EMPLOYEE INSURANCE	Payroll, Benefits, Investments, Etc.	C0183	MN PEIP	\$106,134.44
02/29/24	V1005814	Electronic Wire Transfer	220 EMPLOYEE INSURANCE	Payroll, Benefits, Investments, Etc.	54584	MEDIMPACT HEALTHCAR	\$74,148.98
02/29/24	V1005815	Electronic Wire Transfer	220 EMPLOYEE INSURANCE	Payroll, Benefits, Investments, Etc.	54208	UMR, INC	\$392,357.40
02/29/24	V1005816	Electronic Wire Transfer	251 EMPLOYER HLTH SAVINGS ACT	Payroll, Benefits, Investments, Etc.	50751	FURTHER	\$1,902.00
02/21/24	733690	Vendor Check	270 WORKERS COMPENSATION	Payroll, Benefits, Investments, Etc.	F3525	SFM	\$74,846.00
02/05/24	V1005709	Electronic Wire Transfer	A101.01 CASH PAYROLL	Payroll, Benefits, Investments, Etc.	C0215	US BANK PR	\$5,894,712.41
02/20/24	V1005731	Electronic Wire Transfer	A101.01 CASH PAYROLL	Payroll, Benefits, Investments, Etc.	C0215	US BANK PR	\$6,370,733.72
02/23/24	V1005819	Electronic Wire Transfer	A104.00 INVESTMENTS	Payroll, Benefits, Investments, Etc.	00588	MSDLAF	\$68,918.15
02/07/24	V8006234	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	00188	GOPHER SPORT	-\$612.46
02/14/24	P405189	Epayable	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	51303	LINDENMEYR MUNROE	\$29,148.00
02/14/24	V8006375	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	52245	SCHOOL SPECIALTY LL	\$1,444.53
02/14/24	V8006389	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	18909	USA SAFETY SUPPLY C	\$3,047.50
02/20/24	V1005810	Electronic Wire Transfer	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	PC006	US BANK CARD PURCHO	\$9,725.44
02/21/24	P405219	Epayable	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	09503	TRIO SUPPLY COMPANY	\$776.40
02/21/24	V8006450	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	52245	SCHOOL SPECIALTY LL	\$2,260.65
02/28/24	V8006531	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	52245	SCHOOL SPECIALTY LL	\$393.34
02/14/24	V8006329	Vendor ACH	A130.05 INVENTORY - CAPITAL	Payroll, Benefits, Investments, Etc.	17401	INNOVATIVE OFFICE S	\$419.85
02/28/24	V8006475	Vendor ACH	A130.05 INVENTORY - CAPITAL	Payroll, Benefits, Investments, Etc.	15800	B & H PHOTOVIDEO	\$746.10
02/14/24	V8006389	Vendor ACH	A130.81 INVENTORY - CUSTODIAL	Payroll, Benefits, Investments, Etc.	18909	USA SAFETY SUPPLY C	\$3,690.00
02/20/24	V1005801	Electronic Wire Transfer	A130.81 INVENTORY - CUSTODIAL	Payroll, Benefits, Investments, Etc.	PC009	US BANK CARD PURCHB	\$17,822.80
02/05/24	V1005696	Electronic Wire Transfer	L215.01 FED TAX	Payroll, Benefits, Investments, Etc.	17644	INTERNAL REVENUE SE	\$695,078.17
02/20/24	V1005718	Electronic Wire Transfer	L215.01 FED TAX	Payroll, Benefits, Investments, Etc.	17644	INTERNAL REVENUE SE	\$774,409.87
02/05/24	V1005703	Electronic Wire Transfer	L215.02 MN ST TAX	Payroll, Benefits, Investments, Etc.	A0040	MN DEPT OF REVENUE	\$344,808.22
02/05/24	V1005708	Electronic Wire Transfer	L215.02 MN ST TAX	Payroll, Benefits, Investments, Etc.	53827	WI DEPARTMENT OF RE	\$135.18
02/20/24	V1005725	Electronic Wire Transfer	L215.02 MN ST TAX	Payroll, Benefits, Investments, Etc.	A0040	MN DEPT OF REVENUE	\$380,086.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/20/24	V1005730	Electronic Wire Transfer	L215.02 MN ST TAX	Payroll, Benefits, Investments, Etc.	53827	WI DEPARTMENT OF RE	\$93.47
02/05/24	V1005696	Electronic Wire Transfer	L215.03 FICA	Payroll, Benefits, Investments, Etc.	17644	INTERNAL REVENUE SE	\$1,342,533.84
02/20/24	V1005718	Electronic Wire Transfer	L215.03 FICA	Payroll, Benefits, Investments, Etc.	17644	INTERNAL REVENUE SE	\$1,446,358.28
02/05/24	V1005707	Electronic Wire Transfer	L215.04 TRA	Payroll, Benefits, Investments, Etc.	A0559	TEACHER RETIREMENT	\$1,035,993.49
02/20/24	V1005729	Electronic Wire Transfer	L215.04 TRA	Payroll, Benefits, Investments, Etc.	A0559	TEACHER RETIREMENT	\$1,096,662.87
02/05/24	V1005705	Electronic Wire Transfer	L215.05 PERA	Payroll, Benefits, Investments, Etc.	A2972	PUBLIC EMPLOYEES RE	\$390,134.54
02/20/24	V1005727	Electronic Wire Transfer	L215.05 PERA	Payroll, Benefits, Investments, Etc.	A2972	PUBLIC EMPLOYEES RE	\$414,819.21
02/21/24	733674	Vendor Check	L215.06 HEALTH INS EMO	Payroll, Benefits, Investments, Etc.	C0183	MN PEIP	\$2,662,749.48
02/05/24	V1005695	Electronic Wire Transfer	L215.07 TSA	Payroll, Benefits, Investments, Etc.	C0060	GREAT-WEST LIFE & A	\$84,205.37
02/05/24	V1005699	Electronic Wire Transfer	L215.07 TSA	Payroll, Benefits, Investments, Etc.	17645	MET LIFE C/O FASCOR	\$374,292.67
02/20/24	V1005717	Electronic Wire Transfer	L215.07 TSA	Payroll, Benefits, Investments, Etc.	C0060	GREAT-WEST LIFE & A	\$86,631.53
02/20/24	V1005721	Electronic Wire Transfer	L215.07 TSA	Payroll, Benefits, Investments, Etc.	17645	MET LIFE C/O FASCOR	\$374,513.56
02/05/24	V1005698	Electronic Wire Transfer	L215.08 HEALTH INSURANCE	Payroll, Benefits, Investments, Etc.	C0201	ISD 279 - SELF INS	\$252,414.14
02/20/24	V1005720	Electronic Wire Transfer	L215.08 HEALTH INSURANCE	Payroll, Benefits, Investments, Etc.	C0201	ISD 279 - SELF INS	\$262,112.34
02/05/24	733347	Vendor Check	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0029	EDUCATION MINNESOTA	\$171.00
02/05/24	733351	Vendor Check	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0038	MN TEAMSTERS - LOCA	\$8,734.00
02/05/24	733352	Vendor Check	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0192	OSSEO PRINCIPALS AS	\$329.00
02/05/24	V8006210	Vendor ACH	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0040	EDUCATION MINNESOTA	\$100,107.34
02/05/24	V8006211	Vendor ACH	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0144	EMO/AESP 31	\$1,548.25
02/05/24	V8006212	Vendor ACH	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0124	EMO-PARA DUES	\$9,895.08
02/20/24	733626	Vendor Check	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0029	EDUCATION MINNESOTA	\$171.00
02/20/24	733632	Vendor Check	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0192	OSSEO PRINCIPALS AS	\$329.00
02/20/24	V8006394	Vendor ACH	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0040	EDUCATION MINNESOTA	\$100,327.39
02/20/24	V8006395	Vendor ACH	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0144	EMO/AESP 31	\$1,548.25
02/20/24	V8006396	Vendor ACH	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0124	EMO-PARA DUES	\$10,124.76
02/20/24	V8006397	Vendor ACH	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0096	OSSEO SCHOOL NUTRIT	\$102.00
02/21/24	733665	Vendor Check	L215.11 LIFE INS	Payroll, Benefits, Investments, Etc.	51592	MADISON NATIONAL LI	\$24,965.78
02/21/24	733665	Vendor Check	L215.12 LTD INS	Payroll, Benefits, Investments, Etc.	51592	MADISON NATIONAL LI	\$84,424.41
02/05/24	V1005697	Electronic Wire Transfer	L215.16 DENTAL INS	Payroll, Benefits, Investments, Etc.	C0202	ISD 279 - SELF INS	\$79,598.12
02/20/24	V1005719	Electronic Wire Transfer	L215.16 DENTAL INS	Payroll, Benefits, Investments, Etc.	C0202	ISD 279 - SELF INS	\$80,325.72
02/05/24	733353	Vendor Check	L215.19 MISC	Payroll, Benefits, Investments, Etc.	C0037	UNITED WAY OF MPLS	\$503.00
02/05/24	V8006213	Vendor ACH	L215.19 MISC	Payroll, Benefits, Investments, Etc.	C0055	TWO SEVENTY NINE FO	\$1,425.50
02/20/24	733633	Vendor Check	L215.19 MISC	Payroll, Benefits, Investments, Etc.	C0037	UNITED WAY OF MPLS	\$503.00
02/20/24	V8006398	Vendor ACH	L215.19 MISC	Payroll, Benefits, Investments, Etc.	C0055	TWO SEVENTY NINE FO	\$1,415.50
02/05/24	V1005701	Electronic Wire Transfer	L215.20 H.S.A. CONTRIBUTIONS	Payroll, Benefits, Investments, Etc.	50751	FURTHER	\$383,699.84
02/20/24	V1005723	Electronic Wire Transfer	L215.20 H.S.A. CONTRIBUTIONS	Payroll, Benefits, Investments, Etc.	50751	FURTHER	\$386,623.47
02/05/24	733348	Vendor Check	L215.21 GARNISHMENTS	Payroll, Benefits, Investments, Etc.	C0127	GURSTEL LAW FIRM PA	\$332.08
02/05/24	733350	Vendor Check	L215.21 GARNISHMENTS	Payroll, Benefits, Investments, Etc.	C0072	MESSERLI & KRAMER P	\$452.45
02/05/24	V1005704	Electronic Wire Transfer	L215.21 GARNISHMENTS	Payroll, Benefits, Investments, Etc.	C0059	MN DEPT OF REVENUE	\$1,528.62
02/20/24	733627	Vendor Check	L215.21 GARNISHMENTS	Payroll, Benefits, Investments, Etc.	C0127	GURSTEL LAW FIRM PA	\$365.47
02/20/24	733631	Vendor Check	L215.21 GARNISHMENTS	Payroll, Benefits, Investments, Etc.	C0072	MESSERLI & KRAMER P	\$459.57
02/20/24	V1005726	Electronic Wire Transfer	L215.21 GARNISHMENTS	Payroll, Benefits, Investments, Etc.	C0059	MN DEPT OF REVENUE	\$7,588.24
02/05/24	V1005700	Electronic Wire Transfer	L215.22 CHILD SUPPORT	Payroll, Benefits, Investments, Etc.	C0209	MI STATE DISBURSEME	\$285.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
02/05/24	V1005702	Electronic Wire Transfer	L215.22 CHILD SUPPORT	Payroll, Benefits, Investments, Etc.	C0043	MN CHILD SUPPORT	\$2,474.45
02/05/24	V1005706	Electronic Wire Transfer	L215.22 CHILD SUPPORT	Payroll, Benefits, Investments, Etc.	C0174	STATE DISBURSEMENT	\$600.00
02/20/24	V1005722	Electronic Wire Transfer	L215.22 CHILD SUPPORT	Payroll, Benefits, Investments, Etc.	C0209	MI STATE DISBURSEME	\$285.00
02/20/24	V1005724	Electronic Wire Transfer	L215.22 CHILD SUPPORT	Payroll, Benefits, Investments, Etc.	C0043	MN CHILD SUPPORT	\$2,834.95
02/20/24	V1005728	Electronic Wire Transfer	L215.22 CHILD SUPPORT	Payroll, Benefits, Investments, Etc.	C0174	STATE DISBURSEMENT	\$600.00
02/29/24	V1005816	Electronic Wire Transfer	L215.23 FLEXIBLE SPENDING	Payroll, Benefits, Investments, Etc.	50751	FURTHER	\$46,660.12
02/05/24	733349	Vendor Check	L215.24 BACKGROUND CHECK	Payroll, Benefits, Investments, Etc.	C0210	ISD 279 - KS BACKGR	\$69.00
02/20/24	733628	Vendor Check	L215.24 BACKGROUND CHECK	Payroll, Benefits, Investments, Etc.	C0204	ISD 279 - BACKGROUN	\$28.00
02/20/24	733629	Vendor Check	L215.24 BACKGROUND CHECK	Payroll, Benefits, Investments, Etc.	C0210	ISD 279 - KS BACKGR	\$28.00
02/20/24	733630	Vendor Check	L215.24 BACKGROUND CHECK	Payroll, Benefits, Investments, Etc.	C0216	ISD279 - SCH LUNCH	\$129.15
02/14/24	733575	Vendor Check	L230.00 DEFERRED REVENUE	Payroll, Benefits, Investments, Etc.	F6055	LEVENDUSKY, SHAWN	\$9.10
02/14/24	733585	Vendor Check	L230.00 DEFERRED REVENUE	Payroll, Benefits, Investments, Etc.	54866	MONTGOMERY, CHARLOT	\$80.00
02/28/24	733761	Vendor Check	L230.00 DEFERRED REVENUE	Payroll, Benefits, Investments, Etc.	54885	JOHNSON, RACHELLE	\$81.05
02/14/24	733604	Vendor Check	R040 TUITION	Payroll, Benefits, Investments, Etc.	54868	SMIRNOVA, ALISA	\$400.60
02/07/24	733456	Vendor Check	R093 RENTAL FROM FACILITIES	Payroll, Benefits, Investments, Etc.	54838	RGK DANCE ACADEMY	\$370.00
				Payroll, Benefits, Investments, Etc. Subtotal			\$26,423,346.37
				Overall Total			\$32,557,057.20

TO: Sara Vernig, Joanne Neumann, Erik Bryz-Gornia, David Casella
CC: Sherri Lincoln
FROM: Ashton Crooks
DATE: March 12, 2024
**SUBJECT: APPROVAL OF PROPOSED EDUCATIONAL TRIP –
CONTINENTAL U.S.**

The Division of Leadership, Teaching, and Learning has approved the following Extended Educational Trip. Please understand that this proposed educational trip is not officially authorized until it is approved by the School Board.

School	OSH
Sponsoring Organization	Osseo Opportunities in Emergency Health Care (OEC)
Adult Advisors	Erik Bryz-Gornia, David Casella
Destination	Amery, WI
Departure Date	5/9/24
Return Date	5/13/24
Assistant Superintendent Approved	3/12/24
Board Approval Date	Will be added to the March 19, 2024 School Board Agenda for approval

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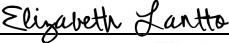
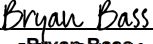
GRANT AUTHORIZATION FORM

THIS FORM IS COMPLETED BY THE BUSINESS OFFICE AND SUBMITTED TO THE BOARD FOR AUTHORIZATION OF GRANT REVENUE AND EXPENDITURE BUDGETS

Grant Information			
Fiscal Year: <u>23-24</u>	Finance Code: <u>350, 351, 353</u>		
Grant Title: <u>Nonpublic Pupil Aid</u>	Grant Manager: <u>Jill Lesne</u>		
Type of Submission and Amount			
<input type="checkbox"/> New	Award Amount: _____		
<input checked="" type="checkbox"/> Amended	Existing Amount: \$ <u>526,061.00</u>	Amended Amount: \$	<u>8,750.00</u>

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and Wages	72,263	-	(8,934)	63,329.00
200 - Employee Benefits	12,466	-	(1,556)	10,910.00
300 - Purchased Services	236,240	-	20,250	256,490.00
400 - Supplies and Materials	180,042	-	(1,426)	178,616.00
500 - Capital Expenditures	-	-	-	-
Other Expenses	25,050	-	416	25,466.00
Totals	\$ 526,061	\$ -	\$ 8,750	\$ 534,811.00

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local/Other			-	-	-
State	State Aid	04-510-590-350-301-000	526,061	8,750	534,811.00
Federal			-	-	-
Totals			\$ 526,061	\$ 8,750	\$ 534,811.00

APPROVALS	
<p>DocuSigned by:  _____ Elizabeth Lantto - District Controller</p> <p>DocuSigned by:  _____ Bryan Bass - Assistant Superintendent of Equity & Achievement</p>	<p style="text-align: center;"><u>2/20/2024</u> Date</p> <p style="text-align: center;"><u>2/20/2024</u> Date</p>
Board Approved:	

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
04-001-590-350-375-000	School Nurse Contracts < \$25,000	64,066	9,469	73,535.00
04-001-590-350-401-000	Supplies & Material - NonInstructional	250	-	250.00
04-001-590-351-460-000	Textbooks & Workbooks	72,149	10,623	82,772.00
04-001-590-353-305-000	Consulting Fees/Fees Services	116,062	15,856	131,918.00
04-002-590-350-155-000	Lic. Nursing Service	10,649	(4,055)	6,594.00
04-002-590-350-210-000	F.I.C.A.-Medicare	815	(311)	504.00
04-002-590-350-214-000	P.E.R.A.	799	(304)	495.00
04-002-590-350-270-000	Workers Compensation	75	(29)	46.00
04-002-590-350-280-000	Unemployment Compensation	11	(4)	7.00
04-002-590-350-366-000	Business Travel	150	-	150.00
04-002-590-350-401-000	Supplies & Material - NonInstructional	381	12	393.00
04-002-590-351-460-000	Textbooks & Workbooks	14,449	(5,263)	9,186.00
04-002-590-353-305-000	Consulting Fees/Fees Services	13,636	(4,123)	9,513.00
04-003-590-350-155-000	Lic. Nursing Service	10,124	(107)	10,017.00
04-003-590-350-210-000	F.I.C.A.-Medicare	774	(8)	766.00
04-003-590-350-214-000	P.E.R.A.	759	(8)	751.00
04-003-590-350-270-000	Workers Compensation	50	(1)	49.00
04-003-590-350-280-000	Unemployment Compensation	7	-	7.00
04-003-590-350-401-000	Supplies & Material - NonInstructional	399	38	437.00
04-003-590-351-460-000	Textbooks & Workbooks	13,588	(191)	13,397.00
04-004-590-350-155-000	Lic. Nursing Service	33,789	223	34,012.00
04-004-590-350-210-000	F.I.C.A.-Medicare	2,585	17	2,602.00
04-004-590-350-214-000	P.E.R.A.	2,534	17	2,551.00
04-004-590-350-250-000	Retirement Savings Plan	865	6	871.00
04-004-590-350-270-000	Workers Compensation	166	1	167.00
04-004-590-350-280-000	Unemployment Compensation	24	-	24.00
04-004-590-350-401-000	Supplies & Material - NonInstructional	384	(8)	376.00
04-004-590-351-460-000	Textbooks & Workbooks	45,262	287	45,549.00
04-004-590-353-305-000	Consulting Fees/Fees Services	31,077	317	31,394.00
04-007-590-350-155-000	Lic. Nursing Service	13,881	(1,175)	12,706.00
04-007-590-350-210-000	F.I.C.A.-Medicare	1,088	(95)	993.00
04-007-590-350-214-000	P.E.R.A.	1,066	(93)	973.00
04-007-590-350-270-000	Workers Compensation	100	(9)	91.00
04-007-590-350-280-000	Unemployment Compensation	14	(1)	13.00
04-007-590-350-366-000	Business Travel	150	-	150.00
04-007-590-350-401-000	Supplies & Material - NonInstructional	335	8	343.00
04-007-590-351-460-000	Textbooks & Workbooks	18,660	(1,531)	17,129.00
04-007-590-353-305-000	Consulting Fees/Fees Services	11,099	(1,269)	9,830.00
04-015-590-350-155-000	Lic. Nursing Service	3,820	(3,820)	-
04-015-590-350-210-000	F.I.C.A.-Medicare	307	(307)	-
04-015-590-350-214-000	P.E.R.A.	301	(301)	-
04-015-590-350-250-000	Retirement Savings Plan	103	(103)	-
04-015-590-350-270-000	Workers Compensation	20	(20)	-
04-015-590-350-280-000	Unemployment Compensation	3	(3)	-
04-015-590-350-366-000	Business Travel	-	-	-
04-015-590-350-401-000	Supplies & Material - NonInstructional	138	(138)	-
04-015-590-351-460-000	Textbooks & Workbooks	5,263	(5,263)	-
04-510-590-350-895-000	Fed. Indirect Cost Chargeback	7,562	(56)	7,506.00
04-510-590-351-895-000	Fed. Indirect Cost Chargeback	8,863	(67)	8,796.00
04-510-590-353-895-000	Fed. Indirect Cost Chargeback	8,625	539	9,164.00
04-799-590-350-401-000	Supplies & Material - NonInstructional	256	-	256.00
04-799-590-351-460-000	Textbooks & Workbooks	7,894	-	7,894.00
04-799-590-353-401-000	Supplies & Material - NonInstructional	634	-	634.00
		\$ 526,061	\$ 8,750	\$ 534,811.00

Procedures to be followed:

- A) All district employee payments must be paid through payroll. Hourly rate payments are to be requested on a BA 8 Time Report Form.
- B) The grant manager must approve all transactions relating to this project.
- C) Existing requisitioning and purchasing procedures will be followed. A BA 9 Voucher Request Form is to be used only for items not practical to procure on a purchase order basis (i.e. consultant fees). It is important that all requests are identified as belonging to this project. The originator of the request should indicate the proper account code on the form.
- D) **Reporting - The grant manager is responsible for all reporting requirements.**
- E) Cut-off Dates: Orders against the 2023-2024 school year are to be issued after July 1, 2023. Expenditures eligible for reimbursement for the 2023-2024 fiscal year are those dated July 1, 2023 or after, for which the goods/services and invoice have been received and processed by June 30, 2024.

IMPORTANT Purchase orders must be cancelled if delivery, invoicing and payment can not be completed by June 30, 2024. Purchase orders should contain notations to that effect. All requisitions must be submitted by the district's due date.

Personnel – Tuesday, March 19, 2024**Licensed Personnel****Retirements**

Mary Beczkalo, Park Brook, Academic Support, full-time, employment date 8/28/89, effective 6/7/24

Susan Cvek, Fernbrook, Grade 5, full-time, employment date 8/31/87, effective 6/7/24

Nancy Foker, OEC, Work Experience Coordinator, full-time, employment date 8/31/92, effective 6/7/24

Lois Hehn, Rush Creek, Grade 4, full-time, employment date 8/17/01, effective 6/7/24

Janise Holter, ABE, ABE Hourly, full-time, employment date 8/30/21, effective 6/7/24

Ann Johnston, Rice Lake, Grade 2, full-time, employment date 8/26/04, effective 6/7/24

Camilla Kania, Fernbrook, Instructional Assistant, employment date 8/29/94, effective 6/7/24

Denise Morrisette, Park Brook, Grade 2, full-time, employment date 8/28/89, effective 6/7/24

Elizabeth Schutte, Basswood, Grade 4, full-time, employment date 11/4/87, effective 6/7/24

Jeffrey Stoll, Brooklyn Middle, Phy Ed/DAPE, full-time, employment date 8/29/94, effective 6/4/24

Daniel Wald, Cedar Island, Principal, full-time, employment date 12/1/97, effective 6/30/24

ADD Sandra Beardsley, North View Middle, Special Education, employment date 8/25/14, effective 6/7/24, currently on leave

ADD John Brady, Maple Grove Senior, English, full-time, employment date 8/26/99, effective 6/7/24

ADD Lynda Krieger, Fernbrook, Grade 4, full-time, employment date 1/5/95, effective 6/7/24

ADD Doris Lemanski, Crest View/Palmer Lake, ATPPS, full-time, employment date 3/31/05, effective 6/7/24

ADD Kari Lokken, Palmer Lake, Speech Language Pathologist, full-time, employment date 11/5/01, effective 6/7/24

ADD Lynn Maki, Elm Creek, Grade 5, employment date 8/31/98, effective 6/7/24

ADD Stephanie Vleck, Birch Grove, Performing Arts Curriculum, full-time, employment date 8/26/99, effective 6/7/24

Resignations

Andrea Cherney, Basswood, Grade 4, full-time, employment date 1/2/01, effective 6/7/24, currently on leave

Jane Exel, Rice Lake, Continuous Building Substitute, full-time, employment date 9/6/22, effective 2/23/24

Monika Getchell, Brooklyn Middle, Physical Education, part-time, .4 FTE, employment date 12/4/23, effective 3/8/24

Carly Hehr, Maple Grove Senior, Math, full-time, employment date 8/31/2020, effective 6/7/24

Christopher Holtz, Brooklyn Middle, Science, full-time, employment date 8/26/13, effective 4/16/24, currently on leave

Leah Irmiter, Rice Lake, Grade 1, full-time, employment date 9/5/00, effective 6/7/24, currently on leave

Claire Lawrence, Garden City, Grade 4, full-time, employment date 8/28/23, effective 6/7/24

Melissa Marshik, Rush Creek, Grade 2, full-time, employment date 2/6/02, effective 6/7/24, currently on leave

Lisa McNiesh, Woodland, Grade 3, full-time, employment date 1/23/14, effective 6/7/24, currently on leave

Rebecca Mills, Edinbrook, Grade 5, full-time, employment date 8/28/23, effective 6/7/24

Jenna Nielsen, Rice Lake, Special Education, full-time, employment date 9/12/03, effective 6/7/24, currently on leave

Callea Pavelka, Birch Grove, Grade 4, full-time, employment date 8/30/21, effective 6/7/24, currently on leave

Jennifer Peterson, Maple Grove Middle, Physical Education, employment date 8/30/10, effective 6/7/24, currently on leave

Mark Spurlin, Osseo Senior, English, full-time, employment date 8/27/18, effective 6/7/24, currently on leave

Catrina Solberg, Cedar Island, Grade 5, full-time, employment date 8/28/23, effective 6/7/24

Leah Tanke, Edinbrook, Counselor, full-time, employment date 8/26/19, effective 6/7/24, currently on leave

Megan Walker, Cedar Island, Grade 1, full-time, employment date 10/1/15, effective 6/7/24, currently on leave

Karyssa Wasko, Rice Lake, Grade 5, full-time, employment date 9/3/19, effective 6/7/24, currently on leave

Personnel – Tuesday, March 19, 2024*Resignations, continued*

Maura Williams-Freier, Weaver Lake, Grade 1, full-time, employment date 8/27/18, effective 6/7/24, currently on leave

ADD Grant Boettcher, Oak View, Grade 3, full-time, employment date 8/26/19, effective 6/7/24

ADD Christopher Buerman, OALC, Special Education, full-time, employment date 9/19/08, effective 6/7/24, currently on leave

ADD Monica Healy, Oak View, Music, full-time, employment date 8/27/18, effective 6/7/24

ADD Michael Pomroy, Maple Grove Senior, Social Studies/Academic Support, full-time, employment date 8/28/23, effective 6/7/24

Leaves of Absence

Thomas Brandt, I2T2, Tech Education, full-time, effective 3/12/24

Brian Chance, Osseo Middle, Principal, full-time, effective 2/23/24

Tara Gibbs, Fair Oaks, Academic Support/EL, full-time, effective 2/26/24

Jennifer Hall, Osseo Senior, Social Studies, full-time, effective 2/21/24

Mackenzie Heaton, Osseo Middle, Science, full-time, effective 2/21/24

Ethan Heideman, 279Online, Social Studies, full-time, effective 3/12/24

Kirsten Hoffer, Rush Creek, Grade 3, full-time, effective 2/23/24

Jeanine Huberty, Woodland, Grade 4, full-time, effective 8/26/24

Anne Johnson, Park Center Senior, English, full-time, effective 8/26/24

Katelyn Kafura, Maple Grove Middle, EL, full-time, effective 3/11/24

Nancy Martinsen-Holt, 279Online, EL, full-time, effective 3/13/24

Angela Nitsch, Rush Creek, Speech Language Pathologist, full-time, effective 8/26/24

Deborah Schmoyer, ESC, Transportation Router, full-time, effective 3/14/24

Barb Sieracki, Willow Lane, Occupational Therapy, full-time, effective 2/28/24

Chelsea Zimmerman, Fernbrook, Grade 2, full-time effective 2/28/24

ADD Jennifer Hamel, Maple Grove Senior, Counselor, full-time, effective 3/19/24

ADD Bethany Junso, Willow Lane, Speech, full-time, effective 3/12/24

ADD Vickie Penick, Park Center Senior, Speech, .4 FTE partial, effective 8/26/24

ADD Suzanne Pitkannen, Oak View, Instructional Assistant, full-time, effective 8/26/24

ADD Brian Thul, Fair Oaks, Behavior Intervention, full-time, effective 3/18/24

Returning from Leave

Zach Bell, Northview Middle School, Special Education, full-time, effective 2/26/24

Brooke Benson, Rice Lake, Physical Education, full-time, effective 2/29/24

Jennifer Frahm, Garden City, Title 1, full-time, effective 3/4/24

Kristen Happe, Birch Grove, Gifted Education, full-time, effective 3/5/24

Emily Kraus, Brooklyn Middle, Math, full-time, effective 2/28/24

Bryan Hovde, Park Center Senior, DAPE, full-time, effective 2/26/24

Lindsey Frasz, Maple Grove Senior, English, full-time, effective 2/26/24

Cathy Kaufman, Park Brook, Special Education, full-time, effective 8/26/24

Catherine Rawitzer, Fair Oaks, Academic Support, full-time, effective 3/4/24

Beth Thorsen, Elm Creek, Grade 2, full-time, effective 2/20/24

ADD Eric Davidson, Brooklyn Middle, Instrumental Music, full-time, effective 8/26/24

ADD Lynee Meier, Maple Grove Senior, French, full-time, effective 8/26/24

Personnel – Tuesday, March 19, 2024*Returning from Leave, continued*

- ADD Jenna Sobota, Willow Lane, Occupational Therapist, full-time, effective 3/20/24
 ADD Sarah Vander Pol, Maple Grove Senior, Counselor, full-time, effective 8/26/24
 ADD Kia Xiong, Garden City, Kindergarten, full-time, effective 3/18/24

Employment

Douglas Anderson, Brooklyn Middle, Social Studies, full-time, temporary, effective 2/13/24
 Kelsey Bjornstad, Cedar Island, Kindergarten, full-time, effective 2/28/24
 Dawn Caven, Fernbrook, Grade 2, full-time, temporary, effective 2/28/24
 Brooke Dahl, Brooklyn Middle, Continuous Building Substitute, full-time, temporary, effective 2/29/24
 Michelle Eibensteiner, Willow Lane, Speech Language Pathologist, temporary, effective 4/1/2024
 Ridge Gerads, Maple Grove Senior, Special Education, full-time, effective 2/26/24
 Amanda Meyer, Osseo Senior, EL, full-time, temporary, effective 3/11/24
 Laura Thompson, Rush Creek, Grade 3, full-time, temporary, effective 3/11/24
 Chee Xiong, Zanewood, Grade 3, full-time, effective 3/12/24

Change of Status

Jennifer Tollefson, Osseo Middle, Assistant Principal to Interim Principal, full-time, effective 2/23/24
 Ollivia Reid, Osseo Middle, EL, full-time, .8 FTE to 1.0 FTE, effective 2/6/24

Death

****with sympathy to family, friends and colleagues****

Thomas Greve, ABE, ABE Hourly, full-time, employment date 8/20/1985, effective 2/18/24

Positions Ending

- Douglas Anderson, Brooklyn Middle, Industrial Technology, full-time, temporary, effective 1/31/24
 Kelsey Bjornstad, Cedar Island, Kindergarten, full-time, temporary, effective 2/27/24
 Brooke Dahl, Brooklyn Middle, Math, full-time, temporary, effective 2/28/24
 Randi Holtz, Elm Creek, Grade 2, full-time, temporary, effective 2/21/24
 Miranda Schoeder, Elm Creek/Birch Grove, TAG, full-time, temporary, effective 3/7/24
 Terry Westermann, Park Center Senior, Phy Ed/DAPE, full-time, temporary, effective 2/22/24
 ADD Kristine Dooley, Willow Lane, Occupational Therapist, .6 FTE, temporary, effective 3/19/24

Nonlicensed Personnel**Retirement**

- ADD Susan Wolfe, Park Brook, Instructional/Title 1 ESP, part-time, employment date 10/29/92, effective 6/6/24

Resignations

Kiersten Avant, Fernbrook, Kidstop ESP, part-time, employment date 11/27/23, effective 3/8/24
 Lauren Barberio, Maple Grove Senior, Custodian, full-time, employment date 1/17/24, effective 2/2/24
 Correction: DeCarlon Henderson, Brooklyn Middle, Special Ed ESP, part-time, employment date 1/9/23, effective 2/29/24, original board date 2/20/24
 Nathaniel Kramber, ESC, Outside Person/Ice Arena, full-time, employment date 10/23/23, effective 3/15/24
 Douglas Lopez, ESC, Custodian, part-time, employment date 11/7/23, effective 3/6/24

Personnel – Tuesday, March 19, 2024*Resignations, continued*

- Kara Perry, OEC, Special Ed/Vocational Trainer ESP, part-time, employment date 9/14/23, effective 2/9/24
 Jennifer Rodriguez Martinez, Park Center Senior, EL ESP, part-time, employment date 12/5/22, effective 3/22/24
 Ebony VanHook, Elm Creek, Special Ed ESP, part-time, employment date 9/6/22, effective 2/28/24
 Jaydin Washington, Brooklyn Middle, Nutrition Assistant, part-time, employment date 9/6/22, effective 2/20/24
 Emily Whiteford, ESC, Administrative Assistant V-B, full-time, employment date 5/2/23, effective 2/29/24
 ADD Amy Champagne, Rice Lake, Skills ESP, part-time, employment date 1/2/24, effective 3/11/24
 ADD Shannon DeGreeff, Rush Creek, Four Star ESP, part-time, employment date 8/30/21, effective 4/30/24
 ADD Vincent Finklea, North View Middle, LPN, full-time, employment date 11/15/16. effective 3/13/24
 ADD Donnay Green, Brooklyn Middle, Student Management Specialist, full-time, employment date 12/20/18, effective 6/28/24, currently on leave
 ADD Charles Orton, Crest View, Instructional/Clerical ESP, part-time, employment date 9/6/05, effective 6/6/24, currently on leave
 ADD Alec Peterson, ESC, Technical Support Specialist III, full-time, employment date 3/2/22, effective 3/2/24
 ADD Kennedi Rattliff, Maple Grove Senior, Parking Lot/Hall Monitor ESP, part-time, employment date 3/4/24, effective 3/4/24
 ADD Carin Smith, Park Center Senior, Clerical ESP, part-time, employment date 1/2/24, effective 3/7/24

Leaves of Absence

- Sadia Awale, Oakview, Special Ed ESP, part-time, effective 3/4/24
 Joseph Ashbaugh, Fernbrook, Custodian, full-time, effective 2/8/24
 Shantike Bailey, Garden City, Clerical ESP, full-time, effective 2/29/24
 Neveah Flomo, Weaver Lake, Kidstop ESP, part-time, effective 3/4/24
 Victoria Krook, ESC, Community Liaison, full-time, effective 1/29/24
 Debra Koenig, ESC, Tech Support, full-time, effective 2/23/24
 Kristin Kokkila, ABE, Clerical ESP, part-time, effective 2/22/24
 Carolyn Kopacek, Rice Lake, School Nutrition Assistant, part-time, effective 3/7/24
 Kelsey Lugar, Rush Creek, Kidstop ESP, part-time, effective 3/4/24
 Ellie Slama, Willow Lane, Special Ed ESP, part-time, effective 2/20/24
 Shubhangi Soni, Weaver Lake, Special Education ESP, part-time, effective 2/27/24
 Gao Thor, ESC, Data Analyst, full-time, effective 2/26/24

Returning from Leave

- Shantika Bailey, Garden City, Clerical ESP, part-time, effective 3/7/24
 Dyan Becker, Maple Grove Middle, Clerical ESP, part-time, effective 3/6/24
 Douglas Durkot, Weaver Lake, Instructional/Clerical ESP, full-time, effective 4/8/24
 Diane Ericksen, ESC, Crossing Guard ESP, part-time, effective 2/26/24
 Debra Koenig, ESC, Tech Support, full-time, effective 3/11/24
 Nancy Larsen, Brooklyn Middle, Nutrition Cashier, part-time, effective 3/4/24
 Rachel Olson, Fernbrook, Special Ed ESP, part-time, effective 3/1/24
 Joseph Petroski, Maple Grove, Custodian, full-time, effective 3/6/24
 Christina Princeton, Rush Creek Kidstop, Four Star ESP, Part-time, effective 2/20/24
 ADD Joy Adkins, Garden City, Special Education ESP, part-time, effective 3/18/24

Personnel – Tuesday, March 19, 2024**Employment**

Ethan Dunkelberger, Maple Grove Senior, Custodian, full-time, effective 3/8/24

Thomas Hines, OEC, Special Ed ESP, part-time, effective 3/4/24

Athena LaMar, Edinbrook, Kidstop ESP, part-time, effective 3/11/24

Kennedi Rattliff, Maple Grove Senior, Parking Lot/Hall Monitor ESP, part-time, effective 3/4/24

ADD Farzana Ali, Oak View, Kidstop ESP, part-time, effective 3/18/24

ADD Sohnma Greenfield, ESC, Bus ESP, part-time, 3/20/24

ADD Elaine Taylor, Oak View, Special Ed/Clerical ESP, part-time, temporary, effective 3/11/24

Change of Status

Sharri Benkufsky, Maple Grove Senior, Due Process ESP to ESC, Support Applications Specialist III, full-time, effective 2/28/24

Douglas Lopez, ESC, Custodian, full-time to part-time, effective 2/20/24

Sheila Reynolds, OEC, Administrative Assistant III-A, to Maple Grove Senior, Due Process ESP, full-time, effective 3/4/24

Sarmin Sultana, Elm Creek, Kidstop ESP, part-time to Elm Creek/ARB-ECFE, Kidstop/ECFE ESP, full-time, effective 2/27/24

Termination

Desiree Boie, Rush Creek, AESP IV-A, full-time, employment date 1/31/24, effective 3/4/24

TO: Dr. Kim Hiel, Superintendent

FROM: Anthony Padrnos, Executive Director of Technology

SUBJECT: Contract with Arvig for internet service and fiber maintenance July 1, 2024- June 30, 2029

DATE: March 19, 2024

Recommendation

I recommend that the school board approve the internet and fiber maintenance contract with Arvig to provide internet and fiber maintenance services to all school district buildings.

Background

Osseo Area Schools current contract for internet and fiber maintenance services expires on June 30th, 2024. To keep in compliance and qualify for erate funds, a request for proposal process was conducted through USAC (Universal Service Administrative Company) that manages the schools and libraries erate program established by the federal government.

Upon review of internet and fiber maintenance service proposals, the Arvig solution was recommended for a variety of factors. This offering provides several added benefits over the competitors that responded including redundancy, familiarity with our existing fiber network, tiered options for bandwidth expansion, and experience with Minnesota School Districts.

This is a 60 month service contract starting July 1, 2024 until June 30, 2029. The cost for the internet service contract is \$62,400 per year with an increased bandwidth of 5 Gig and is funded through the Capital Expenditure Fund for technology. The fiber maintenance contract is \$37,207 per year. The service in this proposal was budgeted for and approved in the PEAR process for FY25.

Review Matrix

	ISP Review Matrix			
Vendor	Cytranet	Arvig	Comcast	Zayo
Cost	21	26	30	35
Technical Solution	20	30	25	25
Vendor Capabilities & Support	15	25	20	20
Ease of Transition	3	10	5	3
Total	59	91	80	83

	Fiber Maintenance Review Matrix
Vendor	Arvig
Cost	35
Technical Solution	30
Vendor Capabilities & Support	25
Ease of Transition	10
Total	100

- Cost (35 points)-One time and/or multi-year costs(s) will be used to evaluate the total cost of the services. Cost incurred to transition from existing services would be included as part of the cost evaluation.
- Technical Solution (30 points)-The District will review the technology used to deliver services, the resiliency of the proposed solutions, security of the network such as DDoS and private access, and ability to provide direct peering
- Vendor Capabilities and Support (25 points)-The District will review vendor experience, service level agreement provided, customer references, effort required by the District to work with the vendor, and the overall support capabilities.
- Ease of Transition (10 points)-The District will review the proposal and the ease of implementation and cutover of services.

OSSEO AREA SCHOOLS



ADMINISTRATIVE SERVICES MEMORANDUM

TO: Kim Hiel, Superintendent
FROM: John Morstad, Executive Director of Finance and Operations
Kelly Benusa, Director of Business Services
SUBJECT: Lease with U.S. Bank
DATE: March 19, 2024

Recommendation

We recommend that the school board approve the attached three-year capital lease with U.S. Bank to fund student and staff devices and related technology as approved in the FY 2025 capital budgets. The lease has an effective interest rate of 4.76%. The items funded by this lease were discussed with the school board at the February 6, 2024, Work Session and approved in the FY 2025 capital budget at the February 20, 2024 School Board Meeting.

Background

The district has utilized capital leases to fund capital projects such as technology equipment, mobile devices, and custodial/maintenance equipment in previous years. When interest rates are favorable, it is an effective means to extend available capital dollars. The previous capital lease with U.S. Bank had an interest rate of 4.93% and was approved by the school board March 21, 2023 for three years. The first payment on this new lease is included in the FY 2025 Capital Budget.

DOCUMENT CHECKLIST
PLEASE SCAN ALL OF THE DOCUMENT TO EF.DOCS.GLF@USBANK.COM
PRIOR TO SENDING ORIGINALS TO ADDRESS BELOW

PLEASE EXECUTE ONE (1) ORIGINAL SET OF ALL DOCUMENTS
(NO FRONT & BACK COPIES, PLEASE)

RETURN ALL ORIGINALS TO:

U.S. BANCORP GOVERNMENT LEASING AND FINANCE, INC.
KEVIN JARAMILLO
1310 MADRID STREET
MARSHALL, MN 56258
303-585-4079

- Addendum/Amendment No. 1 to Master Tax-Exempt Lease/Purchase Agreement** – This document must be executed in the presence of a witness/attestor. The attesting witness does not have to be a notary, just present at the time of execution.
- Addendum/Amendment No. 2 to Master Tax-Exempt Lease/Purchase Agreement** – This document must be executed in the presence of a witness/attestor. The attesting witness does not have to be a notary, just present at the time of execution.
- Property Schedule No. 7** - This document must be executed in the presence of a witness/attestor. The attesting witness does not have to be a notary, just present at the time of execution.
- Property Description and Payment Schedule – Exhibit 1**
- Lessee’s Counsel’s Opinion – Exhibit 2.** This exhibit will need to be executed by your attorney, dated and placed on their letterhead. Your attorney will likely want to review the agreement prior to executing this opinion.
- Lessee’s General and Incumbency Certificate – Exhibit 3.** Include in your return package a copy of the board minutes or resolution for our files.
- Payment of Proceeds Instructions – Exhibit 4.** Intentionally Omitted.
- Acceptance Certificate – Exhibit 5.** Intentionally Omitted
- Bank Qualification and Arbitrage Rebate – Exhibit 6.**
- Notification of Tax Treatment** – Please provide your State of Sales/Use tax Exemption Certificate.
- Form 8038-G** – Blank form and instructions provided to Lessee. Please consult your CPA, local legal or bond counsel to fill out. Please **provide a copy** for closing and **mail the original to the IRS** at the following address (pre-paid UPS label will be provided upon request):

Internal Revenue Service Center
Department of Treasury
1973 Rulon White Blvd
Ogden, UT 84201-1000
- Escrow Agreement** – This document needs to be executed by the Executing Official defined in the Lessee’s Certificate – Exhibit 3.
 - Investment Direction Letter – Exhibit 1.** This document needs to be executed by the Executing Official.
 - Schedule of Fees – Exhibit 2.**
 - Requisition Request – Exhibit 3.** This document should be retained by Lessee and utilized to request disbursements from the escrow account. Please make copies and fill out as many as are needed.
 - Final Acceptance Certificate - Exhibit 4.** This document should be retained by Lessee and provided to Lessor once all the proceeds have been disbursed from the escrow account.
 - Escrow Incumbency Certificate & Call-backs – Exhibit 5.**
 - Class Action Negative Consent Letter – Exhibit 6.**
 - IRS Form W-9.** This document should be retained by Lessee and submitted with the Requisition Request(s) for each vendor being paid. Please make copies and fill out as many as are needed.
- Insurance Authorization and Verification** – To be filled out by the Purchaser and sent to your insurance carrier. A valid insurance certificate, or self-insurance letter if the Purchaser self-insures, is required prior to funding.
- Invoice for First Payment** - The first payment must be received for funding to occur.

ADDENDUM No. 1 (ELECTRONIC TRANSACTIONS)
Master Tax-Exempt Lease/Purchase Agreement

THIS ADDENDUM, which is entered into as of July 15, 2024 between U.S. Bancorp Government Leasing and Finance, Inc. (“Lessor”) and Independent School District 279 (“Lessee”), is intended to modify and supplement Property Schedule No. 7 (the “Property Schedule”) to the Master Tax-Exempt Lease/Purchase Agreement between Lessor and Lessee dated as of April 16, 2019 (the “Master Agreement”). Capitalized terms not otherwise defined herein shall have the meanings set forth in the Master Agreement.

Lessee and Lessor agree that the following shall be added as a new Section 13 to the Property Schedule:

13. Electronic Transactions. Lessor and Lessee hereby agree that this Property Schedule and any other document or instrument entered into in connection herewith may be authenticated by electronic means, and expressly consent to the use of the electronic version of this Property Schedule and such other documents or instruments to embody the entire agreement and the understanding between Lessor and Lessee. Lessee agrees not to raise as a defense to the enforcement of this Property Schedule or any other document or instrument that it was executed or authenticated by electronic or digital means or that Lessee used facsimile or other electronic means to transmit Lessee's signature thereon. To the extent that Lessor accepts, in its sole discretion, this Property Schedule bearing Lessee's electronic signature, Lessor shall have the sole right and discretion to mark a tangible counterpart hereof bearing Lessor's manual or electronic signature as the “Original” and, to the extent the Property Schedule constitutes chattel paper (as defined by the UCC), perfection of a security interest in this Property Schedule by possession can only be accomplished by possession of the counterpart marked “Original”. To the extent that this Property Schedule has been authenticated by Lessor and Lessee in accordance with applicable law and exists as an electronic record that is controlled by Lessor (or any assignee of Lessor), such electronic record shall (pursuant to the rules and regulations of eOriginal, Inc.) constitute the original authoritative version of this Property Schedule; provided that if the “Paper Out” process shall have occurred pursuant to the eOriginal Product Reference Guide, then the “Paper Out” printed version of this Property Schedule as identified in the eOriginal audit record and corresponding affidavit shall constitute the sole authoritative version. Notwithstanding anything to the contrary herein, Lessor reserves the right to require Lessee to sign any document or instrument manually and to deliver to Lessor an original of this Property Schedule or other document or instrument. Lessee agrees to provide Lessor with such certificates of incumbency, certificates of completion, and metadata or other information from the electronic signature platform used by Lessee as Lessor shall request in order to confirm the due execution of this Property Schedule or other document or instrument, and shall cooperate with Lessor in obtaining any information or evidence from the provider of such electronic signature platform as Lessor may reasonably request.

IN WITNESS WHEREOF, Lessor and Lessee have caused this Addendum to be executed in their names by their duly authorized representatives as of the date first above written.

Lessor: U.S. Bancorp Government Leasing and Finance, Inc.
By:
Name:
Title:

Lessee: Independent School District 279
By:
Name:
Title:

Attest:
By
Name:
Title:

ADDENDUM No. 2 (MINNESOTA)
Master Tax-Exempt Lease/Purchase Agreement

THIS ADDENDUM, which is entered into as of July 15, 2024 between U.S. Bancorp Government Leasing and Finance, Inc. ("Lessor") and Independent School District 279 ("Lessee"), is intended to modify and supplement Property Schedule No. 7 (the "Property Schedule") to the Master Tax-Exempt Lease/Purchase Agreement between Lessor and Lessee of even date herewith (the "Master Agreement"). Capitalized terms not otherwise defined herein shall have the meanings set forth in the Master Agreement.

Notwithstanding anything to the contrary set forth in the Master Agreement, title to the Property subject to each Property Schedule shall remain in Lessor during the Lease Term for each such Property Schedule, subject to Lessee's rights under the Master Agreement.

IN WITNESS WHEREOF, Lessor and Lessee have caused this Addendum to be executed in their names by their duly authorized representatives as of the date first above written.

Lessor: U.S. Bancorp Government Leasing and Finance, Inc.
By:
Name:
Title:

Lessee: Independent School District 279
By:
Name:
Title:

Attest:
By
Name:
Title:

Property Schedule No. 7

Master Tax-Exempt Lease/Purchase Agreement

This **Property Schedule No. 7** is entered into as of the Commencement Date set forth below, pursuant to that certain Master Tax-Exempt Lease/Purchase Agreement (the "Master Agreement"), dated as of April 16, 2019, between U.S. Bancorp Government Leasing and Finance, Inc., and Independent School District 279.

1. Entire Agreement; Interpretation. The terms and conditions of the Master Agreement are incorporated herein by reference as if fully set forth herein. The Master Agreement, this Property Schedule and the associated documents hereto constitute the entire agreement between Lessor and Lessee with respect to the Property and supersede any purchase order, invoice, request for proposal, response or other related document. Reference is made to the Master Agreement for all representations, covenants and warranties made by Lessee in the execution of this Property Schedule, unless specifically set forth herein. In the event of a conflict between the provisions of the Master Agreement and the provisions of this Property Schedule, the provisions of this Property Schedule shall control. All capitalized terms not otherwise defined herein shall have the meanings provided in the Master Agreement.
2. Commencement Date. The Commencement Date for this Property Schedule is July 15, 2024.
3. Property Description and Payment Schedule. The Property subject to this Property Schedule is described in Exhibit 1 hereto. Lessee shall not remove such property from the locations set forth therein without giving prior written notice to Lessor. The Lease Payment Schedule for this Property Schedule is set forth in Exhibit 1.
4. Opinion. The Opinion of Lessee's Counsel is attached as Exhibit 2.
5. Lessee's Certificate. The Lessee's Certificate is attached as Exhibit 3.
6. Proceeds. Exhibit 4 is intentionally omitted.
7. Acceptance Certificate. Exhibit 5 is intentionally omitted.
8. Additional Purchase Option Provisions. In addition to the Purchase Option provisions set forth in the Master Agreement, Lease Payments payable under this Property Schedule shall be subject to prepayment in whole at any time by payment of the applicable Termination Amount set forth in Exhibit 1 (Payment Schedule) and payment of all accrued and unpaid interest through the date of prepayment.
9. Private Activity Issue. Lessee understands that among other things, in order to maintain the exclusion of the interest component of Lease Payments from gross income for federal income tax purposes, it must limit and restrict the rights private businesses (including, for this purpose, the federal government and its agencies and organizations described in the Code § 501(c)(3)) have to use the Property. Each of these requirements will be applied beginning on the later of the Commencement Date or date each portion of the Property is placed in service and will continue to apply until earlier of the end of the economic useful life of the property or the date the Agreement or any tax-exempt obligation issued to refund the Property Schedule is retired (the "Measurement Period"). Lessee will comply with the requirements of Section 141 of the Code and the regulations thereunder which provide restrictions on special legal rights that users other than Lessee or a state or local government or an agency or instrumentality of a state or a local government (an "Eligible User") may have to use the Property. For this purpose, special legal rights may arise from a management or service agreement, lease, research agreement or other arrangement providing any entity except an Eligible User the right to use the Property. Any use of the Property by a user other than an Eligible User is referred to herein as "Non-Qualified Use". Throughout the Measurement Period, all of the Property is expected to be owned by Lessee. Throughout the Measurement Period, Lessee will not permit the Non-Qualified Use of the Property to exceed 10%.
10. Bank Qualification and Arbitrage Rebate. Attached as Exhibit 6.
11. Expiration. Lessor, at its sole determination, may choose not to accept this Property Schedule if the fully executed, original Master Agreement (including this Property Schedule and all ancillary documents) is not received by Lessor at its place of business by July 19, 2024.

(Page intentionally left blank. Signature page to follow)

IN WITNESS WHEREOF, Lessor and Lessee have caused this Property Schedule to be executed in their names by their duly authorized representatives as of the Commencement Date above.

Lessor: U.S. Bancorp Government Leasing and Finance, Inc.
By:
Name:
Title:

Lessee: Independent School District 279
By:
Name:
Title:

Attest:
By
Name:
Title:

EXHIBIT 1

Property Description and Payment Schedule

Re: **Property Schedule No. 7** to Master Tax-Exempt Lease/Purchase Agreement between U.S. Bancorp Government Leasing and Finance, Inc. and Independent School District 279.

THE PROPERTY IS AS FOLLOWS: The Property as more fully described in Exhibit A incorporated herein by reference and attached hereto. It includes all replacements, parts, repairs, additions, accessions and accessories incorporated therein or affixed or attached thereto and any and all proceeds of the foregoing, including, without limitation, insurance recoveries.

PROPERTY LOCATION:

_____ Address

_____ City, State Zip Code

USE: Technology - This use is essential to the proper, efficient and economic functioning of Lessee or to the services that Lessee provides; and Lessee has immediate need for and expects to make immediate use of substantially all of the Property, which need is not temporary or expected to diminish in the foreseeable future.

Lease Payment Schedule

Total Principal Amount: \$2,340,861.22

Payment No.	Due Date	Lease Payment	Principal Portion	Interest Portion	Termination Amount (After Making Payment for said Due Date)
1	7/15/2024	816,854.00	816,854.00	0.00	1,569,727.44
2	7/15/2025	816,854.00	744,282.71	72,571.29	803,116.24
3	7/15/2026	816,854.00	779,724.51	37,129.49	0.00
TOTAL		2,450,562.00	2,340,861.22	109,700.78	

Interest Rate: 4.76%

Lessee: Independent School District 279
By:
Name:
Title:

EXHIBIT A

Property Description

Technology

EXHIBIT 2

Lessee's Counsel's Opinion

[To be provided on letterhead of Lessee's counsel.]

July 15, 2024

U.S. Bancorp Government Leasing and Finance, Inc.
13010 SW 68th Parkway, Suite 100
Portland, OR 97223

Independent School District 279
11200 93rd Avenue North
Maple Grove, MN 55369
Attention: Kelly Benusa

RE: Property Schedule No. 7 dated as of July 15, 2024 to the Master Tax-Exempt Lease/Purchase Agreement dated April 16, 2019 between U.S. Bancorp Government Leasing and Finance, Inc. and Independent School District 279.

Ladies and Gentlemen:

We have acted as special counsel to Independent School District 279 ("Lessee"), in connection with the Master Tax-Exempt Lease/Purchase Agreement, dated as of April 16, 2019 (the "Master Agreement"), between Independent School District 279, as lessee, and U.S. Bancorp Government Leasing and Finance, Inc. as lessor ("Lessor"), and the execution of Property Schedule No. 7 (the "Property Schedule") dated as of July 15, 2024, pursuant to the Master Agreement. We have examined the law and such certified proceedings and other papers as we deem necessary to render this opinion.

All capitalized terms not otherwise defined herein shall have the meanings provided in the Master Agreement and Property Schedule.

As to questions of fact material to our opinion, we have relied upon the representations of Lessee in the Master Agreement and the Property Schedule and in the certified proceedings and other certifications of public officials furnished to us without undertaking to verify the same by independent investigation.

Based upon the foregoing, we are of the opinion that, under existing law:

1. Lessee is a public body corporate and politic, duly organized and existing under the laws of the State, and has a substantial amount of one or more of the following sovereign powers: (a) the power to tax, (b) the power of eminent domain, and (c) the police power.

2. Lessee has all requisite power and authority to enter into the Master Agreement and the Property Schedule and to perform its obligations thereunder.

3. The execution, delivery and performance of the Master Agreement and the Property Schedule by Lessee has been duly authorized by all necessary action on the part of Lessee.

4. All proceedings of Lessee and its governing body relating to the authorization and approval of the Master Agreement and the Property Schedule, the execution thereof and the transactions contemplated thereby have been conducted in accordance with all applicable open meeting laws and all other applicable state and federal laws.

5. Lessee has acquired or has arranged for the acquisition of the Property subject to the Property Schedule, and has entered into the Master Agreement and the Property Schedule, in compliance with all applicable public bidding laws.

6. Lessee has obtained all consents and approvals of other governmental authorities or agencies which may be required for the execution, delivery and performance by Lessee of the Master Agreement and the Property Schedule.

7. The Master Agreement and the Property Schedule have been duly executed and delivered by Lessee and constitute legal, valid and binding obligations of Lessee, enforceable against Lessee in accordance with the terms thereof, except insofar as the enforcement thereof may be limited by any applicable bankruptcy, insolvency, moratorium, reorganization or other laws of equitable principles of general application, or of application to municipalities or political subdivisions such as the Lessee, affecting remedies or creditors' rights generally, and to the exercise of judicial discretion in appropriate cases.

8. As of the date hereof, based on such inquiry and investigation as we have deemed sufficient, no litigation is pending, (or, to our knowledge, threatened) against Lessee in any court (a) seeking to restrain or enjoin the delivery of the Master Agreement or the Property Schedule or of other agreements similar to the Master Agreement; (b) questioning the authority of Lessee to execute the Master Agreement or the Property Schedule, or the validity of the Master Agreement or the Property Schedule, or the payment of principal of or interest on, the Property Schedule; (c) questioning the constitutionality of any statute, or the validity of any proceedings, authorizing the execution of the Master Agreement and the Property Schedule; or (d) affecting the provisions made for the payment of or security for the Master Agreement and the Property Schedule.

This opinion may be relied upon by Lessor, its successors and assigns, and any other legal counsel who provides an opinion with respect to the Property Schedule.

Very truly yours,

By: _____

Name: _____

Title: _____

Dated: _____

EXHIBIT 3

Lessee's General and Incumbency Certificate

GENERAL CERTIFICATE

Re: **Property Schedule No. 7** dated as of July 15, 2024 to the Master Tax-Exempt Lease/Purchase Agreement dated April 16, 2019 between U.S. Bancorp Government Leasing and Finance, Inc. and Independent School District 279.

The undersigned, being the duly elected, qualified and acting _____
(Title of Person to Execute Lease/Purchase Agreement)
of the Independent School District 279 ("Lessee") does hereby certify, as of July 15, 2024, as follows:

1. Lessee did, at a meeting of the governing body of the Lessee, by resolution or ordinance duly enacted, in accordance with all requirements of law, approve and authorize the execution and delivery of the above-referenced Property Schedule (the "Property Schedule") and the Master Tax-Exempt Lease/Purchase Agreement (the "Master Agreement") by the undersigned.

2. The meeting(s) of the governing body of the Lessee at which the Master Agreement and the Property Schedule were approved and authorized to be executed was duly called, regularly convened and attended throughout by the requisite quorum of the members thereof, and the enactment approving the Master Agreement and the Property Schedule and authorizing the execution thereof has not been altered or rescinded. All meetings of the governing body of Lessee relating to the authorization and delivery of Master Agreement and the Property Schedule have been: (a) held within the geographic boundaries of the Lessee; (b) open to the public, allowing all people to attend; (c) conducted in accordance with internal procedures of the governing body; and (d) conducted in accordance with the charter of the Lessee, if any, and the laws of the State.

3. No event or condition that constitutes, or with the giving of notice or the lapse of time or both would constitute, an Event of Default or a Nonappropriation Event (as such terms are defined in the Master Agreement) exists at the date hereof with respect to this Property Schedule or any other Property Schedules under the Master Agreement.

4. The acquisition of all of the Property under the Property Schedule has been duly authorized by the governing body of Lessee.

5. Lessee has, in accordance with the requirements of law, fully budgeted and appropriated sufficient funds for the current budget year to make the Lease Payments scheduled to come due during the current budget year under the Property Schedule and to meet its other obligations for the current budget year and such funds have not been expended for other purposes.

6. As of the date hereof, no litigation is pending, (or, to my knowledge, threatened) against Lessee in any court (a) seeking to restrain or enjoin the delivery of the Master Agreement or the Property Schedule or of other agreements similar to the Master Agreement; (b) questioning the authority of Lessee to execute the Master Agreement or the Property Schedule, or the validity of the Master Agreement or the Property Schedule, or the payment of principal or of interest on, the Property Schedule; (c) questioning the constitutionality of any statute, or the validity of any proceedings, authorizing the execution of the Master Agreement and the Property Schedule; or (d) affecting the provisions made for the payment of or security for the Master Agreement and the Property Schedule.

IN WITNESS WHEREOF, the undersigned has executed this Certificate as of July 15, 2024.

Independent School District 279

By _____
Signature of Person to Execute Lease/Purchase Agreement

Print Name and Title of Person to Execute Lease/Purchase Agreement

INCUMBENCY CERTIFICATE

Re: **Property Schedule No. 7** dated as of July 15, 2024 to the Master Tax-Exempt Lease/Purchase Agreement dated as of April 16, 2019 between U.S. Bancorp Government Leasing and Finance, Inc. and Independent School District 279.

The undersigned, being the duly elected, qualified and acting Secretary or Clerk of the Independent School District 279 (“Lessee”) does hereby certify, as of July 15, 2024, as follows:

As of the date of the meeting(s) of the governing body of the Lessee at which the above-referenced Master Agreement and the Property Schedule were approved and authorized to be executed, and as of the date hereof, the below-named representative of the Lessee held and holds the office set forth below, and the signature set forth below is his/her true and correct signature.

(Signature of Person to Execute Lease/Purchase Agreement)

(Print Name and Title)

IN WITNESS WHEREOF, the undersigned has executed this Certificate as of July 15, 2024.

Secretary/Clerk

Print Name
and Title: _____

EXHIBIT 4

Payment of Proceeds Instructions

Intentionally Omitted.

EXHIBIT 5

Acceptance Certificate

Intentionally Omitted.

EXHIBIT 6

Bank Qualification And Arbitrage Rebate

U.S. Bancorp Government Leasing and Finance, Inc.
13010 SW 68th Parkway, Suite 100
Portland, OR 97223

Re: **Property Schedule No. 7** to Master Tax-Exempt Lease/Purchase Agreement between U.S. Bancorp Government Leasing and Finance, Inc. and Independent School District 279

PLEASE CHECK EITHER:

Bank Qualified Tax-Exempt Obligation under Section 265

_____ Lessee hereby designates this Property Schedule as a "qualified tax-exempt obligation" as defined in Section 265(b)(3)(B) of the Code. Lessee reasonably anticipates issuing tax-exempt obligations (excluding private activity bonds other than qualified 501(c)(3) bonds and including all tax-exempt obligations of subordinate entities of the Lessee) during the calendar year in which the Commencement Date of this Property Schedule falls, in an amount not exceeding \$10,000,000.

or

_____ Not applicable.

Arbitrage Rebate

Eighteen Month Exception:

Pursuant to Treasury Regulations Section 1.148-7(d), the gross proceeds of this Property Schedule will be expended for the governmental purposes for which this Property Schedule was entered into, as follows: at least 15% within six months after the Commencement Date, at least 60% within 12 months after the Commencement Date, and 100% within 18 months after the Commencement Date. If Lessee is unable to comply with Section 1.148-7(d) of the Treasury Regulations, Lessee shall compute rebatable arbitrage on this Agreement and pay rebatable arbitrage to the United States at least once every five years, and within 60 days after payment of the final Lease Payment due under this Agreement.

Consult tax counsel if there is any chance that the Eighteen Month Exception will not be met.

Lessee: Independent School District 279
By:
Name:
Title:

***Please be sure to select ONE option above.**

Language for UCC Financing Statements

Property Schedule No. 7

SECURED PARTY: U.S. Bancorp Government Leasing and Finance, Inc.

DEBTOR: Independent School District 279

This financing statement covers all of Debtor's right, title and interest, whether now owned or hereafter acquired, in and to the equipment leased to Debtor under Property Schedule No. 7 dated July 15, 2024 to that certain Master Tax-Exempt Lease Purchase Agreement dated as of April 16, 2019, in each case between Debtor, as Lessee, and Secured Party, as Lessor, together with all accessions, substitutions and replacements thereto and therefore, and proceeds (cash and non-cash), including, without limitation, insurance proceeds, thereof, including without limiting, all equipment described on Exhibit A attached hereto and made a part hereof.

Debtor has no right to dispose of the equipment.

Notification of Tax Treatment to Tax-Exempt Lease/Purchase Agreement

This **Notification of Tax Treatment** is pursuant to the Master Tax-Exempt Lease/Purchase Agreement dated as of April 16, 2019 and the related Property Schedule No. 7 dated July 15, 2024, between Lessor and Lessee (the "Agreement").

- Lessee agrees that this Property Schedule SHOULD be subject to sales/use taxes
- Lessee agrees that this Property Schedule should NOT be subject to sales/use taxes and Lessee has included our tax-exemption certificate with this document package
- Lessee agrees that this Property Schedule should NOT be subject to sales/use taxes and no tax-exemption certificate is issued to us by the State
- Lessee agrees that this Property Schedule is a taxable transaction and subject to any/all taxes
- Lessee agrees that this Property Schedule is subject to sales/use taxes and will pay those taxes directly to the State or Vendor

IN WITNESS WHEREOF, Lessee has caused this Notification of Tax Treatment to be executed by their duly authorized representative.

Lessee: Independent School District 279
By:
Name:
Title:

▶ Under Internal Revenue Code section 149(e)

▶ See separate instructions.

Department of the Treasury
Internal Revenue Service

Caution: If the issue price is under \$100,000, use Form 8038-GC.

▶ Go to www.irs.gov/F8038G for instructions and the latest information.

Part I Reporting Authority		Check box if Amended Return <input type="checkbox"/>
1 Issuer's name		2 Issuer's employer identification number (EIN)
3a Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions)		3b Telephone number of other person shown on 3a
4 Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	5 Report number (For IRS Use Only)
6 City, town, or post office, state, and ZIP code		7 Date of issue
8 Name of issue		9 CUSIP number
10a Name and title of officer or other employee of the issuer whom the IRS may call for more information		10b Telephone number of officer or other employee shown on 10a

Part II Type of Issue (Enter the issue price.) See the instructions and attach schedule.

11	Education	11
12	Health and hospital	12
13	Transportation	13
14	Public safety	14
15	Environment (including sewage bonds)	15
16	Housing	16
17	Utilities	17
18	Other. Describe ▶	18
19a	If bonds are TANs or RANs, check only box 19a ▶ <input type="checkbox"/>	
b	If bonds are BANs, check only box 19b ▶ <input type="checkbox"/>	
20	If bonds are in the form of a lease or installment sale, check box ▶ <input type="checkbox"/>	

Part III Description of Bonds. Complete for the entire issue for which this form is being filed.

	(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield
21		\$	\$	years	%

Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)

22	Proceeds used for accrued interest	22
23	Issue price of entire issue (enter amount from line 21, column (b))	23
24	Proceeds used for bond issuance costs (including underwriters' discount)	24
25	Proceeds used for credit enhancement	25
26	Proceeds allocated to reasonably required reserve or replacement fund	26
27	Proceeds used to refund prior tax-exempt bonds. Complete Part V	27
28	Proceeds used to refund prior taxable bonds. Complete Part V	28
29	Total (add lines 24 through 28)	29
30	Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here)	30

Part V Description of Refunded Bonds. Complete this part only for refunding bonds.

31	Enter the remaining weighted average maturity of the tax-exempt bonds to be refunded ▶	_____ years
32	Enter the remaining weighted average maturity of the taxable bonds to be refunded ▶	_____ years
33	Enter the last date on which the refunded tax-exempt bonds will be called (MM/DD/YYYY) ▶	_____
34	Enter the date(s) the refunded bonds were issued ▶ (MM/DD/YYYY)	_____

Part VI Miscellaneous

35	Enter the amount of the state volume cap allocated to the issue under section 141(b)(5)	35	
36a	Enter the amount of gross proceeds invested or to be invested in a guaranteed investment contract (GIC). See instructions	36a	
b	Enter the final maturity date of the GIC ▶ (MM/DD/YYYY) _____		
c	Enter the name of the GIC provider ▶ _____		
37	Pooled financings: Enter the amount of the proceeds of this issue that are to be used to make loans to other governmental units	37	
38a	If this issue is a loan made from the proceeds of another tax-exempt issue, check box ▶ <input type="checkbox"/> and enter the following information:		
b	Enter the date of the master pool bond ▶ (MM/DD/YYYY) _____		
c	Enter the EIN of the issuer of the master pool bond ▶ _____		
d	Enter the name of the issuer of the master pool bond ▶ _____		
39	If the issuer has designated the issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check box ▶ <input type="checkbox"/>		
40	If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check box ▶ <input type="checkbox"/>		
41a	If the issuer has identified a hedge, check here ▶ <input type="checkbox"/> and enter the following information:		
b	Name of hedge provider ▶ _____		
c	Type of hedge ▶ _____		
d	Term of hedge ▶ _____		
42	If the issuer has superintegrated the hedge, check box ▶ <input type="checkbox"/>		
43	If the issuer has established written procedures to ensure that all nonqualified bonds of this issue are remediated according to the requirements under the Code and Regulations (see instructions), check box ▶ <input type="checkbox"/>		
44	If the issuer has established written procedures to monitor the requirements of section 148, check box ▶ <input type="checkbox"/>		
45a	If some portion of the proceeds was used to reimburse expenditures, check here ▶ <input type="checkbox"/> and enter the amount of reimbursement ▶ _____		
b	Enter the date the official intent was adopted ▶ (MM/DD/YYYY) _____		

Signature and Consent	Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person that I have authorized above.			
	▶ _____ Signature of issuer's authorized representative	▶ _____ Date	▶ _____ Type or print name and title	
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed PTIN
	Firm's name ▶	Firm's EIN ▶		
	Firm's address ▶	Phone no.		

Instructions for Form 8038-G

(Rev. October 2021)



Department of the Treasury
Internal Revenue Service

Information Return for Tax-Exempt Governmental Bonds

Section references are to the Internal Revenue Code unless otherwise noted.

Future Developments

For the latest information about developments related to Form 8038-G and its instructions, such as legislation enacted after they were published, go to [IRS.gov/Form8038G](https://www.irs.gov/Form8038G).

General Instructions

Purpose of Form

Form 8038-G is used by issuers of tax-exempt governmental bonds to provide the IRS with the information required by section 149(e) and to monitor compliance with the requirements of sections 141 through 150.

Who Must File

IF the issue price (line 21, column (b)) is...	THEN, for tax-exempt governmental bonds issued after December 31, 1986, issuers must file...
\$100,000 or more	a separate Form 8038-G for each issue.
less than \$100,000	Form 8038-GC, Information Return for Small Tax-Exempt Governmental Bond Issues, Leases, and Installment Sales.

When To File

File Form 8038-G on or before the 15th day of the 2nd calendar month after the close of the calendar quarter in which the bond is issued. Form 8038-G may not be filed before the issue date and must be completed based on the facts as of the issue date.

Late filing. An issuer may be granted an extension of time to file Form 8038-G under section 3 of Rev. Proc. 2002-48, 2002-37 I.R.B. 531, if it is determined that the failure to file timely is not due to willful neglect. Type or print at the top of the form "Request for Relief under section 3 of Rev. Proc. 2002-48" and attach a letter explaining why Form 8038-G was not submitted to the IRS on time. Also indicate whether the bond issue in question is under examination by the IRS. Do not submit copies of the trust indenture or other bond documents. See *Where To File* next.

Where To File

File Form 8038-G and any attachments at the following address.

Department of the Treasury
Internal Revenue Service Center
Ogden, UT 84201

Private delivery services. You can use certain private delivery services (PDS) designated by the IRS to meet the "timely mailing as timely filing" rule for tax returns. Go to [IRS.gov/PDS](https://www.irs.gov/PDS) for the current list of designated services.

The PDS can tell you how to get written proof of the mailing date.

For the IRS mailing address to use if you're using PDS, go to [IRS.gov/PDSstreetAddresses](https://www.irs.gov/PDSstreetAddresses).



PDS can't deliver items to P.O. boxes. You must use the U.S. Postal Service to mail any item to an IRS P.O. box address.

Other Forms That May Be Required

For rebating arbitrage (or paying a penalty in lieu of arbitrage rebate) to the federal government, use Form 8038-T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate.

For private activity bonds, use Form 8038, Information Return for Tax-Exempt Private Activity Bond Issues.

Rounding to Whole Dollars

You may show the money items on this return as whole-dollar amounts. To round, drop amounts under 50 cents and increase amounts from 50 to 99 cents to the next dollar (for example, \$1.39 becomes \$1 and \$2.50 becomes \$3).

If two or more amounts must be added to figure the amount to enter on a line, include cents when adding the amounts and round off only the total.

Definitions

Bond. This is any obligation, including bond, note, commercial paper, installment purchase agreement, or financing lease.

Taxable bond. This is any bond the interest on which is not excludable from gross income under section 103. Taxable bonds include tax credit bonds and direct pay bonds.

Tax-exempt bond. This is any obligation, including a bond, installment purchase

agreement, or financial lease, on which the interest is excluded from income under section 103.

Tax-exempt governmental bond. A tax-exempt bond that is not a private activity bond (see next) is a tax-exempt governmental bond. This includes a bond issued by a qualified volunteer fire department under section 150(e).

Private activity bond. This includes a bond issued as part of an issue in which:

- More than 10% of the proceeds are to be used for any private activity business use; **and**
- More than 10% of the payment of principal or interest of the issue is **either (a)** secured by an interest in property to be used for a private business use (or payments for such property), **or (b)** to be derived from payments for property (or borrowed money) used for a private business use.

It also includes a bond, the proceeds of which **(a)** are to be used directly or indirectly to make or finance loans (other than loans described in section 141(c)(2)) to persons other than governmental units, and **(b)** exceeds the lesser of 5% of the proceeds **or** \$5 million.

Issue price. The issue price of bonds is generally determined under Regulations section 1.148-1(f). Thus, when issued for cash, the issue price is the first price at which a substantial amount of the bonds are sold to the public. To determine the issue price of a bond issued for property, see sections 1273 and 1274 and the related regulations.

Issue. Generally, bonds are treated as part of the same issue if they are issued by the same issuer, on the same date, and in a single transaction, or a series of related transactions (see Regulations section 1.149(e)-1(e)(2)). However, bonds issued during the same calendar year **(a)** under a loan agreement under which amounts are to be advanced periodically (a "draw-down loan"), or **(b)** with a term not exceeding 270 days, may be treated as part of the same issue if the bonds are equally and ratably secured under a single indenture or loan agreement and are issued under a common financing arrangement (for example, under the same official statement periodically updated to reflect changing factual circumstances). Also, for bonds issued under a draw-down loan that meet the requirements of the preceding

sentence, bonds issued during different calendar years may be treated as part of the same issue if all of the amounts to be advanced under the draw-down loan are reasonably expected to be advanced within 3 years of the date of issue of the first bond. Likewise, bonds (other than private activity bonds) issued under a single agreement that is in the form of a lease or installment sale may be treated as part of the same issue if all of the property covered by that agreement is reasonably expected to be delivered within 3 years of the date of issue of the first bond.

Arbitrage rebate. Generally, interest on a state or local bond is not tax exempt unless the issuer of the bond rebates to the United States arbitrage profits earned from investing proceeds of the bond in higher yielding nonpurpose investments. See section 148(f).

Construction issue. This is an issue of tax-exempt bonds that meets **both** of the following conditions.

1. At least 75% of the available construction proceeds are to be used for construction expenditures with respect to property to be owned by a governmental unit or a section 501(c)(3) organization.
2. All the bonds that are part of the issue are qualified 501(c)(3) bonds, bonds that are not private activity bonds, or private activity bonds issued to finance property to be owned by a governmental unit or a section 501(c)(3) organization.

In lieu of rebating any arbitrage that may be owed to the United States, the issuer of a construction issue may make an irrevocable election to pay a penalty. The penalty is equal to 1¹/₂% of the amount of the available construction proceeds of the issue that do not meet certain spending requirements as of the close of each 6-month period after the date the bonds were issued. See section 148(f)(4)(C) and the Instructions for Form 8038-T.

Pooled financing issue. This is an issue of tax-exempt bonds, the proceeds of which are to be used to finance purpose investments representing conduit loans to two or more conduit borrowers, unless those conduit loans are to be used to finance a single capital project.

Specific Instructions

Part I—Reporting Authority

Amended return. An issuer may file an amended return to change or add to the information reported on a previously filed return for the same date of issue. If you

are filing to correct errors or change a previously filed return, check the *Amended Return* box in the heading of the form.

The amended return must provide all the information reported on the original return, in addition to the new or corrected information. Attach an explanation of the reason for the amended return and write across the top, "Amended Return Explanation." Failure to attach an explanation may result in a delay in processing the form.

Line 1. The issuer's name is the name of the entity issuing the bonds, not the name of the entity receiving the benefit of the financing. For a lease or installment sale, the issuer is the lessee or the purchaser.

Line 2. An issuer that does not have an employer identification number (EIN) should apply online by visiting the IRS website at *IRS.gov/EIN*. The organization may also apply for an EIN by faxing or mailing Form SS-4 to the IRS.

Line 3a. If the issuer wishes to authorize a person other than an officer or other employee of the issuer (including a legal representative or paid preparer) to communicate with the IRS and whom the IRS may contact about this return (including in writing or by telephone), enter the name of such person here. The person listed on line 3a must be an individual. Do not enter the name and title of an officer or other employee of the issuer here (use line 10a for that purpose).

Note. By authorizing a person other than an authorized officer or other employee of the issuer to communicate with the IRS and whom the IRS may contact about this return, the issuer authorizes the IRS to communicate directly with the individual entered on line 3a and consents to disclose the issuer's return information to that individual, as necessary, to process this return.

Lines 4 and 6. If you listed an individual on line 3a to communicate with the IRS and whom the IRS may contact about this return, enter the number and street (or P.O. box if mail is not delivered to street address), city, town, or post office, state, and ZIP code of that person. Otherwise, enter the issuer's number and street (or P.O. box if mail is not delivered to street address), city, town, or post office, state, and ZIP code.

Note. The address entered on lines 4 and 6 is the address the IRS will use for all written communications regarding the processing of this return, including any notices.


Line 5. This line is for IRS use only. Do not make any entries in this box.

Line 7. The date of issue is generally the first date on which the issuer physically exchanges any bond included in the issue for the underwriter's (or other purchaser's) funds. For a lease or installment sale, enter the date interest starts to accrue in an MM/DD/YYYY format.


Line 8. If there is no name of the issue, please provide other identification of the issue.

Line 9. Enter the CUSIP (Committee on Uniform Securities Identification Procedures) number of the bond with the latest maturity. If the issue does not have a CUSIP number, write "None."

Line 10a. Enter the name and title of the officer or other employee of the issuer whom the IRS may call for more information. If the issuer wishes to designate a person other than an officer or other employee of the issuer (including a legal representative or paid preparer) whom the IRS may call for more information about the return, enter the name, title, and telephone number of such person on lines 3a and 3b.

 Complete lines 10a and 10b even if you complete lines 3a and 3b.

Part II—Type of Issue

 Elections referred to in Part II are made on the original bond documents, not on this form.

Identify the type of bonds issued by entering the issue price in the box corresponding to the type of bond (see *Issue price* under *Definitions*, earlier). Attach a schedule listing names and EINs of organizations that are to use proceeds of these bonds, if different from those of the issuer, include a brief summary of the use and indicate whether or not such user is a governmental or nongovernmental entity.

Line 18. Enter a description of the issue in the space provided.

Line 19. If the bonds are short-term tax anticipation notes or warrants (TANs) or short-term revenue anticipation notes or warrants (RANs), check box 19a. If the bonds are short-term bond anticipation notes (BANs), issued with the expectation that they will be refunded with the proceeds of long-term bonds at some future date, check box 19b. **Do not** check both boxes.

Line 20. Check this box if property other than cash is exchanged for the bond, for example, acquiring a police car, a fire truck, or telephone equipment through a series of monthly payments. (This type of bond is sometimes referred to as a "municipal lease.") Also check this box if real property is directly acquired in

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exchange for a bond to make periodic payments of interest and principal. **Do not** check this box if the proceeds of the bond are received in the form of cash, even if the term “lease” is used in the title of the issue.

Part III—Description of Bonds

Line 21. For column (a), the final maturity date is the last date the issuer must redeem the entire issue.

For column (b), see *Issue price* under *Definitions*, earlier.

For column (c), the stated redemption price at maturity of the entire issue is the sum of the stated redemption prices at maturity of each bond issued as part of the issue. For a lease or installment sale, write “N/A” in column (c).

For column (d), the weighted average maturity is the sum of the products of the issue price of each maturity and the number of years to maturity (determined separately for each maturity and by taking into account mandatory redemptions), divided by the issue price of the entire issue (from line 21, column (b)). For a lease or installment sale, enter instead the total number of years the lease or installment sale will be outstanding.

For column (e), the yield, as defined in section 148(h), is the discount rate that, when used to figure the present value of all payments of principal and interest to be paid on the bond, produces an amount equal to the purchase price, including accrued interest. See Regulations section 1.148-4 for specific rules to figure the yield on an issue. If the issue is a variable rate issue, write “VR” as the yield of the issue. For other than variable rate issues, carry the yield out to four decimal places (for example, 5.3125%). If the issue is a lease or installment sale, enter the effective rate of interest being paid.

Part IV—Uses of Proceeds of Bond Issue

For a lease or installment sale, write “N/A” in the space to the right of the title for Part IV.

Line 22. Enter the amount of proceeds that will be used to pay interest on the issue accruing prior to the date of issue. For definition of date of issue, see these instructions, line 7.

Line 24. Enter the amount of the proceeds that will be used to pay bond issuance costs, including fees for trustees and bond counsel. If no bond proceeds will be used to pay bond issuance costs, enter zero. Do not leave this line blank.

Line 25. Enter the amount of the proceeds that will be used to pay fees for credit enhancement that are taken into account in determining the yield on the issue for purposes of section 148(h) (for

example, bond insurance premiums and certain fees for letters of credit).

Line 26. Enter the amount of proceeds that will be allocated to such a fund.

Line 27. Enter the amount of the proceeds that will be used to pay principal, interest, or call premium on any tax-exempt bonds, including proceeds that will be used to fund an escrow account for this purpose.

Line 28. Enter the amount of the proceeds that will be used to pay principal, interest, or call premium on any taxable bonds, including proceeds that will be used to fund an escrow account for this purpose.

Part V—Description of Refunded Bonds

Complete this part only if the bonds are to be used to refund a prior issue of tax-exempt bonds or taxable bonds. For a lease or installment sale, write “N/A” in the space to the right of the title for Part V.

Lines 31 and 32. The remaining weighted average maturity is determined without regard to the refunding. The weighted average maturity is determined in the same manner as on line 21, column (d).

Line 34. If more than a single issue of tax-exempt bonds or taxable bonds will be refunded, enter the date of issue for each refunded issue. Enter the date in an MM/DD/YYYY format.

Part VI—Miscellaneous

Line 35. An allocation of volume cap is required if the nonqualified amount for the issue is more than \$15 million but is not more than the amount that would cause the issue to be private activity bonds.

Line 36. If any portion of the gross proceeds of the issue is or will be invested in a guaranteed investment contract (GIC), as defined in Regulations section 1.148-1(b), enter the amount of the gross proceeds so invested, as well as the final maturity date of the GIC and the name of the provider of such contract.

Line 37. If the issue is a pooled financing issue (as defined under *Pooled financing issue* in *Definitions*, earlier), enter the amount of the proceeds used to make loans to other governmental units, the interest on which is tax exempt.

Line 38. If the issue is a loan of proceeds from a pooled financing issue (as defined under *Pooled financing issue* in *Definitions*, earlier), check the box and where asked for the date of issue, EIN, and name of the issuer of the master pool bond, enter the date of issue, EIN, and name of the issuer of the pooled financing issue.

Line 40. Check this box if the issue is a construction issue and an irrevocable election to pay a penalty in lieu of arbitrage rebate has been made on or before the date the bonds were issued. The penalty is payable with a Form 8038-T for each 6-month period after the date the bonds are issued. Do not make any payment of penalty in lieu of arbitrage rebate with this form. See Rev. Proc. 92-22, 1992-1 C.B. 736, for rules regarding the “election document.”

Line 41a. Check this box if the issuer has identified a hedge on its books and records according to Regulations sections 1.148-4(h)(2)(viii) and 1.148-4(h)(5)(iv) that permit an issuer of tax-exempt bonds to identify a hedge for it to be included in yield calculations for figuring arbitrage.

Line 42. In determining if the issuer has super-integrated a hedge, apply the rules of Regulations section 1.148-4(h)(4). If the hedge is super-integrated, check the box.

Line 43. If the issuer takes a “deliberate action” after the issue date that causes the conditions of the private business tests or the private loan financing test to be met, then such issue is also an issue of private activity bonds. Regulations section 1.141-2(d)(3) defines a deliberate action as any action taken by the issuer that is within its control regardless of whether there is intent to violate such tests. Regulations section 1.141-12 explains the conditions to taking remedial action that prevent an action that causes an issue to meet the private business tests or private loan financing test from being treated as a deliberate action. Check the box if the issuer has established written procedures to ensure timely remedial action for all nonqualified bonds according to Regulations section 1.141-12 or other remedial actions authorized by the Commissioner under Regulations section 1.141-12(h).

Line 44. Check the box if the issuer has established written procedures to monitor compliance with the arbitrage, yield restriction, and rebate requirements of section 148.

Line 45a. Check the box if some part of the proceeds was used to reimburse expenditures. Figure and then enter the amount of proceeds that are used to reimburse the issuer for amounts paid for a qualified purpose prior to the issuance of the bonds. See Regulations section 1.150-2.

Line 45b. Subject to certain exceptions under Regulations section 1.150-2(f), an issuer must adopt an official intent, as described in Regulations section 1.150-2(e), to reimburse itself for preissuance expenditures within 60 days after payment of the original expenditure.

Enter the date the official intent was adopted.

Signature and Consent

An authorized representative of the issuer must sign Form 8038-G and any applicable certification. Also print the name and title of the person signing Form 8038-G. The authorized representative of the issuer signing this form must have the authority to consent to the disclosure of the issuer's return information, as necessary to process this return, to the person(s) that have been designated in Form 8038-G.

Note. If the issuer in Part I, lines 3a and 3b, authorizes the IRS to communicate (including in writing and by telephone) with a person other than an officer or other employee of the issuer, by signing this form, the issuer's authorized representative consents to the disclosure of the issuer's return information, as necessary to process this return, to such person.

Paid Preparer

If an authorized officer of the issuer filled in this return, the paid preparer's space should remain blank. Anyone who

prepares the return but does not charge the organization should not sign the return. Certain others who prepare the return should not sign. For example, a regular, full-time employee of the issuer, such as a clerk, secretary, etc., should not sign.

Generally, anyone who is paid to prepare a return must sign it and fill in the other blanks in the *Paid Preparer Use Only* area of the return.

The paid preparer must:

- Sign the return in the space provided for the preparer's signature (a facsimile signature is acceptable),
- Enter the preparer information, and
- Give a copy of the return to the issuer.

Paperwork Reduction Act Notice. We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating

to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by section 6103.

The time needed to complete and file this form will vary depending on the individual circumstances. The estimated burden for tax-exempt organizations filing this form is approved under OMB control number 1545-0047 and is included in the estimates shown in the instructions for their information return.

If you have suggestions for making this form simpler, we would be happy to hear from you. You can send us comments through [IRS.gov/FormComments](https://www.irs.gov/FormComments).

Or you can write to:

Internal Revenue Service
Tax Forms and Publications
1111 Constitution Ave. NW, IR-6526
Washington, DC 20224

Do not send the form to this address. Instead, see *Where To File*, earlier.

ESCROW AGREEMENT

THIS ESCROW AGREEMENT ("*Escrow Agreement*") is made as of July 15, 2024 by and among U.S. Bancorp Government Leasing and Finance, Inc. ("*Lessor*"), Independent School District 279 ("*Lessee*") and U.S. BANK NATIONAL ASSOCIATION, as escrow agent ("*Escrow Agent*").

Lessor and Lessee have heretofore entered into that certain Master Tax-Exempt Lease/Purchase Agreement dated as of April 16, 2019 (the "*Master Agreement*") and a Property Schedule No. 7 thereto dated July 15, 2024 (the "*Schedule*" and, together with the terms and conditions of the Master Agreement incorporated therein, the "*Agreement*"). The Schedule contemplates that certain personal property described therein (the "*Equipment*") is to be acquired from the vendor(s) or manufacturer(s) thereof (the "*Vendor*"). After acceptance of the Equipment by Lessee, the Equipment is to be financed by Lessor to Lessee pursuant to the terms of the Agreement.

The Master Agreement further contemplates that Lessor will deposit an amount equal to the anticipated aggregate acquisition cost of the Equipment (the "*Purchase Price*"), being \$2,340,861.22, with Escrow Agent to be held in escrow and applied on the express terms set forth herein. Such deposit, together with all interest and other additions received with respect thereto (hereinafter the "*Escrow Fund*") is to be applied to pay the Vendor its invoice cost (a portion of which may, if required, be paid prior to final acceptance of the Equipment by Lessee); and, if applicable, to reimburse Lessee for progress payments already made by it to the Vendor of the Equipment.

The parties desire to set forth the terms on which the Escrow Fund is to be created and to establish the rights and responsibilities of the parties hereto.

NOW, THEREFORE, in consideration of the sum of Ten Dollars (\$10.00) in hand paid, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Escrow Agent hereby agrees to serve as escrow agent upon the terms and conditions set forth herein. The moneys and investments held in the Escrow Fund are for the benefit of Lessee and Lessor, and such moneys, together with any income or interest earned thereon, shall be expended only as provided in this Escrow Agreement, and shall not be subject to levy or attachment or lien by or for the benefit of any creditor of either Lessee or Lessor. Lessor, Lessee and Escrow Agent intend that the Escrow Fund constitute an escrow account in which Lessee has no legal or equitable right, title or interest until satisfaction in full of all conditions contained herein for the disbursement of funds by the Escrow Agent therefrom. However, if the parties' intention that Lessee shall have no legal or equitable right, title or interest until all conditions for disbursement are satisfied in full is not respected in any legal proceeding, the parties hereto intend that Lessor have a security interest in the Escrow Fund, and such security interest is hereby granted by Lessee to secure payment of all sums due to Lessor under the Master Agreement. For such purpose, Escrow Agent hereby agrees to act as agent for Lessor in connection with the perfection of such security interest and agrees to note, or cause to be noted, on all books and records relating to the Escrow Fund, the Lessor's interest therein.

2. On such day as is determined to the mutual satisfaction of the parties (the "*Closing Date*"), Lessor shall deposit with Escrow Agent cash in the amount of the Purchase Price, to be held in escrow by Escrow Agent on the express terms and conditions set forth herein.

On the Closing Date, Escrow Agent agrees to accept the deposit of the Purchase Price by Lessor, and further agrees to hold the amount so deposited together with all interest and other additions received with respect thereto, as the Escrow Fund hereunder, in escrow on the express terms and conditions set forth herein.

3. Escrow Agent shall at all times segregate the Escrow Fund into an account maintained for that express purpose, which shall be clearly identified on the books and records of Escrow Agent as being held in its capacity as Escrow Agent. Securities and other negotiable instruments comprising the Escrow Fund from time to time shall be held or registered in the name of Escrow Agent (or its nominee). The Escrow Fund shall not, to the extent permitted by applicable law, be subject to levy or attachment or lien by or for the benefit of any creditor of any of the parties hereto (except with respect to the security interest therein held by Lessor).

4. The cash comprising the Escrow Fund from time to time shall be invested and reinvested by Escrow Agent in one or more investments as directed by Lessee. Absent written direction from Lessee, the cash will be invested in the U.S. Bank National Association Money Market Deposit Fund. See Exhibit 1 Investment Direction

Letter. Lessee represents and warrants to Escrow Agent and Lessor that the investments selected by Lessee for investment of the Escrow Fund are permitted investments for Lessee under all applicable laws. Escrow Agent will use due diligence to collect amounts payable under a check or other instrument for the payment of money comprising the Escrow Fund and shall promptly notify Lessee and Lessor in the event of dishonor of payment under any such check or other instruments. Interest or other amounts earned and received by Escrow Agent with respect to the Escrow Fund shall be deposited in and comprise a part of the Escrow Fund. Escrow Agent shall maintain accounting records sufficient to permit calculation of the income on investments and interest earned on deposit of amounts held in the Escrow Fund. The parties acknowledge that to the extent regulations of the Comptroller of Currency or other applicable regulatory entity grant a right to receive brokerage confirmations of security transactions of the escrow, the parties waive receipt of such confirmations, to the extent permitted by law. The Escrow Agent shall furnish a statement of security transactions on its regular monthly reports. Attached as Exhibit 6 is the Class Action Negative Consent Letter to be reviewed by Lessee.

5. Upon request by Lessee and Lessor, Escrow Agent shall send monthly statements of account to Lessee and Lessor, which statements shall set forth all withdrawals from and interest earnings on the Escrow Fund as well as the investments in which the Escrow Fund is invested.

6. Escrow Agent shall take the following actions with respect to the Escrow Fund:

(a) Upon Escrow Agent's acceptance of the deposit of the Purchase Price, an amount equal to Escrow Agent's acceptance fee, as set forth on Exhibit 2 hereto, shall be disbursed from the Escrow Fund to Escrow Agent in payment of such fee.

(b) Escrow Agent shall pay costs of the Equipment upon receipt of a duly executed Requisition Request (substantially in the format of Exhibit 3) signed by Lessor and Lessee. Lessee's authorized signatures are provided in Exhibit 5 attached hereto. Escrow Agent will use best efforts to process requests for payment within one (1) business day of receipt of requisitions received prior to 2:00 p.m. Central Time. The final Requisition shall be accompanied by a duly executed Final Acceptance Certificate form attached as Exhibit 4 hereto.

Escrow Agent is authorized but shall not be required to seek confirmation of such instructions by telephone call-back to any person designated by the instructing party on Exhibit 5 hereto, and Escrow Agent may rely upon the confirmation of anyone purporting to be a person so designated. The persons and telephone numbers for call-backs may be changed only in writing actually received and acknowledged by Escrow Agent and shall be effective only after Escrow Agent has a reasonable opportunity to act on such changes. If Escrow Agent is unable to contact any of the designated representatives identified in Exhibit 5, Escrow Agent is hereby authorized but shall be under no duty to seek confirmation of such instructions by telephone call-back to any one or more of Lessee's or Lessor's executive officers ("Executive Officers"), as Escrow Agent may select. Such Executive Officer shall deliver to Escrow Agent a fully executed incumbency certificate, and Escrow Agent may rely upon the confirmation of anyone purporting to be any such officer. Lessee and Lessor agree that Escrow Agent may at its option record any telephone calls made pursuant to this Section. Escrow Agent in any funds transfer may rely solely upon any account numbers or similar identifying numbers provided by Lessee and Lessor to identify (i) the beneficiary, (ii) the beneficiary's bank, or (iii) an intermediary bank, even when its use may result in a person other than the beneficiary being paid, or the transfer of funds to a bank other than the beneficiary's bank or an intermediary bank so designated. Lessee and Lessor acknowledge that these optional security procedures are commercially reasonable.

(c) Upon receipt by Escrow Agent of written notice from Lessor that an Event of Default or an Event of Nonappropriation (if provided for under the Master Agreement) has occurred under the Agreement, all funds then on deposit in the Escrow Fund shall be paid to Lessor for application in accordance with the Master Agreement, and this Escrow Agreement shall terminate.

(d) Upon receipt by Escrow Agent of written notice from Lessor that the purchase price of the Equipment has been paid in full, Escrow Agent shall pay the funds then on deposit in the Escrow Fund to Lessor to be applied first to the next Lease Payment due under the Master Agreement, and second, to prepayment of the principal component of Lease Payments in inverse order of maturity without premium. To the extent the Agreement is not subject to prepayment, Lessor consents to such prepayment to the extent of such prepayment amount from the Escrow Fund. Upon disbursement of all amounts in the Escrow Fund, this Escrow Agreement shall terminate.

(e) This Escrow Agreement shall terminate upon the distribution of all the amounts in the Escrow Fund pursuant to any applicable provision of this Agreement, and Escrow Agent will thereafter have no further obligation or liability whatsoever with respect to this Agreement.

7. The fees and expenses, including any legal fees, of Escrow Agent incurred in connection herewith shall be the responsibility of Lessee. The basic fees and expenses of Escrow Agent shall be as set forth on Exhibit 2 and Escrow Agent is hereby authorized to deduct such fees and expenses from the Escrow Fund as and when the same are incurred without any further authorization from Lessee or Lessor. Escrow Agent may employ legal counsel and other experts as it deems necessary for advice in connection with its obligations hereunder. Escrow Agent waives any claim against Lessor with respect to compensation hereunder.

8. Escrow Agent shall have no liability for acting upon any written instruction presented by Lessor in connection with this Escrow Agreement, which Escrow Agent in good faith believes to be genuine. Furthermore, Escrow Agent shall not be liable for any act or omission in connection with this Escrow Agreement except for its own negligence, willful misconduct or bad faith. Escrow Agent shall not be liable for any loss or diminution in value of the Escrow Fund as a result of the investments made by Escrow Agent.

9. Escrow Agent may resign at any time by giving thirty (30) days' prior written notice to Lessor and Lessee. Lessor may at any time remove Escrow Agent as Escrow Agent under this Escrow Agreement upon written notice to Lessee and Escrow Agent. Such removal or resignation shall be effective on the date set forth in the applicable notice. Upon the effective date of resignation or removal, Escrow Agent will transfer the Escrow Fund to the successor Escrow Agent selected by Lessor.

10. Lessee hereby represents, covenants and warrants that pursuant to Treasury Regulations Section 1.148-7(d), the gross proceeds of the Agreement will be expended for the governmental purposes for which the Agreement was entered into, as follows: at least 15% within six months after the Commencement Date, such date being the date of deposit of funds into the Escrow Fund, at least 60% within 12 months after the Commencement Date, and 100% within 18 months after the Commencement Date. If Lessee is unable to comply with Section 1.148-7(d) of the Treasury Regulations, Lessee shall, at its sole expense and cost, compute rebatable arbitrage on the Agreement and pay rebatable arbitrage to the United States at least once every five years, and within 60 days after payment of the final rental or Lease Payment due under the Agreement.

11. In the event of any disagreement between the undersigned or any of them, and/or any other person, resulting in adverse claims and demands being made in connection with or for any moneys involved herein or affected hereby, Escrow Agent shall be entitled at its option to refuse to comply with any such claim or demand, so long as such disagreement shall continue, and in so refusing Escrow Agent may refrain from making any delivery or other disposition of any moneys involved herein or affected hereby and in so doing Escrow Agent shall not be or become liable to the undersigned or any of them or to any person or party for its failure or refusal to comply with such conflicting or adverse demands, and Escrow Agent shall be entitled to continue so to refrain and refuse so to act until:

(a) the rights of the adverse claimants have been finally adjudicated in a court assuming and having jurisdiction of the parties and the moneys involved herein or affected hereby; or

(b) all differences shall have been adjusted by Master Agreement and Escrow Agent shall have been notified thereof in writing signed by all of the persons interested.

12. All notices (excluding billings and communications in the ordinary course of business) hereunder shall be in writing, and shall be sufficiently given and served upon the other party if delivered (a) personally, (b) by United States registered or certified mail, return receipt requested, postage prepaid, (c) by an overnight delivery by a service such as Federal Express or Express Mail from which written confirmation of overnight delivery is available, (d) by facsimile with a confirmed receipt or (e) by email by way of a PDF attachment thereto. Notice shall be effective upon receipt except for notice via email, which shall be effective only when the Recipient, by return email or notice delivered by other method provided for in this Section, acknowledges having received that email (with an automatically generated receipt or similar notice not constituting an acknowledgement of an email receipt for purposes of this Section).

Escrow Agent shall have the right to accept and act upon any notice, instruction, or other communication, including any funds transfer instruction, (each, a "Notice") received pursuant to this Agreement by electronic transmission (including by e-mail, facsimile transmission, web portal or other electronic methods) and shall not

have any duty to confirm that the person sending such Notice is, in fact, a person authorized to do so. Electronic signatures believed by Escrow Agent to comply with the ESIGN Act of 2000 or other applicable law (including electronic images of handwritten signatures and digital signatures provided by DocuSign, Orbit, Adobe Sign or any other digital signature provider identified by any other party hereto and acceptable to Escrow Agent) shall be deemed original signatures for all purposes. Each other party assumes all risks arising out of the use of electronic signatures and electronic methods to send Notices to Escrow Agent, including without limitation the risk of Escrow Agent acting on an unauthorized Notice, and the risk of interception or misuse by third parties. Notwithstanding the foregoing, Escrow Agent may in any instance and in its sole discretion require that a Notice in the form of an original document bearing a manual signature be delivered to Escrow Agent in lieu of, or in addition to, any such electronic Notice.

13. This Escrow Agreement shall inure to the benefit of and shall be binding upon the parties hereto and their respective successors and assigns. No rights or obligations of Escrow Agent under this Escrow Agreement may be assigned without the prior written consent of Lessor.

14. This Escrow Agreement shall be governed by and construed in accordance with the laws in the state of the Escrow Agent's location. This Escrow Agreement constitutes the entire Agreement between the parties hereto with respect to the subject matter hereof, and no waiver, consent, modification or change of terms hereof shall bind any party unless in writing signed by all parties.

15. This Escrow Agreement and any written direction may be executed in two or more counterparts, which when so executed shall constitute one and the same agreement or direction.

IN WITNESS WHEREOF, the parties hereto have caused this Escrow Agreement to be duly executed as of the day and year first above set forth.

U.S. Bancorp Government Leasing and Finance, Inc., as Lessor
By:
Name:
Title:
Address: 13010 SW 68 th Parkway, Suite 100 Portland, OR 97223

Independent School District 279, as Lessee
By:
Name:
Title:
Address: 11200 93rd Avenue North Maple Grove, MN 55369

U.S. BANK NATIONAL ASSOCIATION, as Escrow Agent
By:
Name:
Title:
Address: U.S. Bank National Association Global Corporate Trust 950 17 th Street, 5 th Floor Denver, CO 80202

EXHIBIT 1

**U.S. BANK NATIONAL ASSOCIATION
MONEY MARKET ACCOUNT AUTHORIZATION FORM
DESCRIPTION AND TERMS**

The U.S. Bank Money Market account is a U.S. Bank National Association (“U.S. Bank”) interest-bearing money market deposit account designed to meet the needs of U.S. Bank’s Corporate Trust Services Escrow Group and other Corporate Trust customers of U.S. Bank. Selection of this investment includes authorization to place funds on deposit and invest with U.S. Bank.

U.S. Bank uses the daily balance method to calculate interest on this account (actual/365 or 366). This method applies a daily periodic rate to the principal balance in the account each day. Interest is accrued daily and credited monthly to the account. Interest rates are determined at U.S. Bank’s discretion, and may be tiered by customer deposit amount.

The owner of the account is U.S. Bank as Agent for its trust customers. U.S. Bank’s trust department performs all account deposits and withdrawals. Deposit accounts are FDIC Insured per depositor, as determined under FDIC Regulations, up to applicable FDIC limits.

AUTOMATIC AUTHORIZATION

In the absence of specific written direction to the contrary, U.S. Bank is hereby directed to invest and reinvest proceeds and other available moneys in the U.S. Bank Money Market Account. The U.S. Bank Money Market Account is a permitted investment under the operative documents and this authorization is the permanent direction for investment of the moneys until notified in writing of alternate instructions.

Independent School District 279

Company Name

Signature of Authorized Directing Party

Trust Account Number – includes existing and future sub-accounts unless otherwise directed

Title/Date

EXHIBIT 2

Schedule of Fees for Services as Escrow Agent Equipment Lease Purchase Escrow

CTS01010A	Acceptance Fee The acceptance fee includes the administrative review of documents, initial set-up of the account, and other reasonably required services up to and including the closing. This is a one-time, non-refundable fee, payable at closing.	WAIVED
CTS04460	Escrow Agent Annual fee for the standard escrow agent services associated with the administration of the account. Administration fees are payable in advance.	WAIVED
	Direct Out of Pocket Expenses Reimbursement of expenses associated with the performance of our duties, including but not limited to publications, legal counsel after the initial close, travel expenses and filing fees.	At Cost
	Extraordinary Services Extraordinary Services are duties or responsibilities of an unusual nature, including termination, but not provided for in the governing documents or otherwise set forth in this schedule. A reasonable charge will be assessed based on the nature of the services and the responsibility involved. At our option, these charges will be billed at a flat fee or at our hourly rate then in effect.	

Account approval is subject to review and qualification. Fees are subject to change at our discretion and upon written notice. Fees paid in advance will not be prorated. The fees set forth above and any subsequent modifications thereof are part of your agreement. Finalization of the transaction constitutes agreement to the above fee schedule, including agreement to any subsequent changes upon proper written notice. In the event your transaction is not finalized, any related out-of-pocket expenses will be billed to you directly. Absent your written instructions to sweep or otherwise invest, all sums in your account will remain uninvested and no accrued interest or other compensation will be credited to the account. Payment of fees constitutes acceptance of the terms and conditions set forth.

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT:

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account.

For a non-individual person such as a business entity, a charity, a Trust or other legal entity we will ask for documentation to verify its formation and existence as a legal entity. We may also ask to see financial statements, licenses, identification and authorization documents from individuals claiming authority to represent the entity or other relevant documentation.

EXHIBIT 3

REQUISITION REQUEST

The Escrow Agent is hereby requested to pay from the Escrow Fund established and maintained under that certain Escrow Agreement dated as of July 15, 2024 (the "Escrow Agreement") by and among U.S. Bancorp Government Leasing and Finance, Inc. (the "Lessor"), Independent School District 279 (the "Lessee"), and U.S. Bank National Association (the "Escrow Agent"), the amount set forth below to the named payee(s). The amount shown is due and payable under a purchase order or contract (or has been paid by and not previously reimbursed to Lessee) with respect to equipment being financed under that certain Master Tax-Exempt Lease Purchase Agreement dated as of April 16, 2019 (the "Master Agreement") and Property Schedule No. 7 thereto dated July 15, 2024 (the "Schedule" and, together with the terms and conditions of the Master Agreement incorporated therein, the "Agreement"), by and between the Lessor and the Lessee, and has not formed the basis of any prior requisition request.

Pursuant to Section 6(b) of the above-referenced Escrow Agreement, Lessor and Lessee hereby instruct Escrow Agent to disburse funds from the Escrow Account to Payee, as provided below:

Payee: _____
Amount: _____

Wire/ACH	Check
Bank Name:	Name:
Bank Address:	Address 1:
ABA No.:	Address 2:
Account Name:	City/State
Account No.:	Zip Code:

Payee: _____
Amount: _____

Wire/ACH	Check
Bank Name:	Name:
Bank Address:	Address 1:
ABA No.:	Address 2:
Account Name:	City/State
Account No.:	Zip Code:

Payee: _____
Amount: _____

Wire/ACH	Check
Bank Name:	Name:
Bank Address:	Address 1:
ABA No.:	Address 2:
Account Name:	City/State
Account No.:	Zip Code:

The undersigned, as Lessee under the Master Agreement, hereby certifies:

1. The items of the Equipment being acquired with the proceeds of this disbursement have been delivered and installed at the location(s) contemplated by the Master Agreement. The Lessee has conducted such inspection and/or testing of the Equipment being acquired with the proceeds of this disbursement as it deems necessary and appropriate, and such Equipment has been accepted by Lessee.
2. The costs of the Equipment to be paid from the proceeds of this disbursement have been properly incurred, are a proper charge against the Escrow Fund and have not been the basis of any previous disbursement.

3. No part of the disbursement requested hereby will be used to pay for materials not yet incorporated into the Equipment or for services not yet performed in connection therewith.
4. The Equipment is covered by insurance in the types and amounts required by the Agreement.
5. No Event of Default or Event of Nonappropriation (if applicable), as each such term is defined in the Master Agreement, and no event which with the giving of notice or lapse of time, or both, would become such an Event of Default or Event of Nonappropriation has occurred and is continuing on the date hereof.
6. If Lessee paid an invoice prior to the commencement date of the Master Agreement, and is requesting reimbursement for such payment, Lessee has satisfied the requirements for reimbursement set forth in Treas. Reg. §1.150-2.

Request Date: _____

Lessor: U.S. Bancorp Government Leasing and Finance, Inc.
By:
Name:
Title:

Lessee: Independent School District 279
By:
Name:
Title:

Exhibit 4

Final Acceptance Certificate

U.S. Bancorp Government Leasing and Finance, Inc.
13010 SW 68th Parkway, Suite 100
Portland, OR 97223

Re: **Property Schedule No. 7** to Master Tax-Exempt Lease/Purchase Agreement between U.S. Bancorp Government Leasing and Finance, Inc. and Independent School District 279

Ladies and Gentlemen:

In accordance with the above-referenced Master Tax-Exempt Lease/Purchase Agreement (the "Master Agreement"), the undersigned ("Lessee") hereby certifies and represents to, and agrees with, U.S. Bancorp Government Leasing and Finance, Inc. ("Lessor"), as follows:

- (1) The Property, as such terms are defined in the above-referenced Property Schedule, has been acquired, made, delivered, installed and accepted on the date indicated below.
- (2) Lessee has conducted such inspection and/or testing of the Property as it deems necessary and appropriate and hereby acknowledges that it accepts the Property for all purposes.
- (3) No event or condition that constitutes, or with notice or lapse of time, or both, would constitute, an Event of Default or a Nonappropriation Event (as such terms are defined in the Master Agreement) exists at the date hereof.

Acceptance Date: _____

Lessee: Independent School District 279
By:
Name:
Title:

Exhibit 5

Each of the following person(s) is a **Lessee Representative** authorized to execute escrow documents and direct Escrow Agent as to all matters, including fund transfers, address changes and contact information changes, on Recipient's behalf (only one signature required):

_____ Name	_____ Specimen signature	_____ Telephone No
_____ Name	_____ Specimen signature	_____ Telephone No
_____ Name	_____ Specimen signature	_____ Telephone No

(Note: if only one person is identified above, please add the following language:)

The following persons (not listed above) are authorized for call-back confirmations:

_____ Name	_____ Telephone Number
_____ Name	_____ Telephone Number
_____ Name	_____ Telephone Number

Exhibit 6

Class Action Negative Consent Letter

July 15, 2024

Independent School District 279
11200 93rd Avenue North
Maple Grove, MN 55369

RE: USBGLF/Independent School District 279 - - Class Action Litigation Claims

Dear Kelly Benusa:

U.S. Bank National Association (“U.S. Bank”) has established its policies and procedures relative to class action litigation claims filed on behalf of its clients’ accounts. This policy may impact future claims filed by U.S. Bank on behalf of the above-referenced account. Listed below are the policies regarding class action litigation claims:

1. U.S. Bank will file class action litigation claims, at no charge, on behalf of open, eligible agency or custody accounts upon receipt of proper documented authorization. This notice, with your ability to opt out as further described below, constitutes such documented authorization.
2. U.S. Bank will not file claims for agency or custody accounts that were open during the class action period but were closed prior to receipt of any notice of the class action litigation.
3. Assuming requisite information is provided by the payor to identify the applicable account, settlement proceeds of the class action litigation will be posted within a reasonable time following receipt of such proceeds to the entitled accounts that are open at such time. If entitled accounts are closed prior to distribution and receipt of settlement proceeds, they will be remitted to entitled beneficiaries or successors of the account net of any research and filing fees. Proceeds, less any research and filing fees, will be escheated if the entitled beneficiaries or successors of the account cannot be identified /located.

If you wish U.S. Bank to continue to file class action litigation proofs of claim on behalf of your account, you do not need to take any further action. However, if you do not wish U.S. Bank to file class action proofs of claim on behalf of your account, you may notify us of this election by returning this letter with your signature and date provided below within 30 days or by filing a separate authorization letter with your Account Manager by the same date.

The authorization and understanding contained in this communication constitutes an amendment of any applicable provisions of the account document for the above-referenced account.

If you have any questions, please contact me at the below number.

Sincerely,
Mike McGuire
Vice President
303-585-4079

No, U.S. Bank is not authorized to file class action litigation proofs of claim on behalf of the above-referenced account(s). By making this election, I acknowledge that U.S. Bank is not responsible for forwarding notices received on class action or litigation claims.

Authorized Signature

Date

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)		
	2 Business name/disregarded entity name, if different from above.		
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):	
	<input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____	Exempt payee code (if any) _____	
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____	
	5 Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)	
	6 City, state, and ZIP code		
7 List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number											
or											
Employer identification number											

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they **132**

must obtain your correct taxpayer identification number (TIN), which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid).
- Form 1099-DIV (dividends, including those from stocks or mutual funds).
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds).
- Form 1099-NEC (nonemployee compensation).
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers).
- Form 1099-S (proceeds from real estate transactions).
- Form 1099-K (merchant card and third-party network transactions).
- Form 1098 (home mortgage interest), 1098-E (student loan interest), and 1098-T (tuition).
- Form 1099-C (canceled debt).
- Form 1099-A (acquisition or abandonment of secured property).

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

Caution: If you don't return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued);
2. Certify that you are not subject to backup withholding; or
3. Claim exemption from backup withholding if you are a U.S. exempt payee; and
4. Certify to your non-foreign status for purposes of withholding under chapter 3 or 4 of the Code (if applicable); and
5. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting is correct. See *What Is FATCA Reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding. Payments made to foreign persons, including certain distributions, allocations of income, or transfers of sales proceeds, may be subject to withholding under chapter 3 or chapter 4 of the Code (sections 1441–1474). Under those rules, if a Form W-9 or other certification of non-foreign status has not been received, a withholding agent, transferee, or partnership (payor) generally applies presumption rules that may require the payor to withhold applicable tax from the recipient, owner, transferor, or partner (payee). See Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*.

The following persons must provide Form W-9 to the payor for purposes of establishing its non-foreign status.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the disregarded entity.
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the grantor trust.
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust and not the beneficiaries of the trust.

See Pub. 515 for more information on providing a Form W-9 or a certification of non-foreign status to avoid withholding.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person (under Regulations section 1.1441-1(b)(2)(iv) or other applicable section for chapter 3 or 4 purposes), do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515). If you are a qualified foreign pension fund under Regulations section 1.897(l)-1(d), or a partnership that is wholly owned by qualified foreign pension funds, that is treated as a non-foreign person for purposes of section 1445 withholding, do not use Form W-9. Instead, use Form W-8EXP (or other certification of non-foreign status).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a saving clause. Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if their stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first Protocol) and is relying on this exception to claim an exemption from tax on their scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include, but are not limited to, interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third-party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester;
2. You do not certify your TIN when required (see the instructions for Part II for details);
3. The IRS tells the requester that you furnished an incorrect TIN;
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only); or
5. You do not certify to the requester that you are not subject to backup withholding, as described in item 4 under "*By signing the filled-out form*" above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

See also *Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding*, earlier.

What Is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all U.S. account holders that are specified U.S. persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you are no longer tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account, for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

• **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note for ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040 you filed with your application.

• **Sole proprietor.** Enter your individual name as shown on your Form 1040 on line 1. Enter your business, trade, or “doing business as” (DBA) name on line 2.

• **Partnership, C corporation, S corporation, or LLC, other than a disregarded entity.** Enter the entity’s name as shown on the entity’s tax return on line 1 and any business, trade, or DBA name on line 2.

• **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. Enter any business, trade, or DBA name on line 2.

• **Disregarded entity.** In general, a business entity that has a single owner, including an LLC, and is not a corporation, is disregarded as an entity separate from its owner (a disregarded entity). See Regulations section 301.7701-2(c)(2). A disregarded entity should check the appropriate box for the tax classification of its owner. Enter the owner’s name on line 1. The name of the owner entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For

example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner’s name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity’s name on line 2. If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, enter it on line 2.

Line 3a

Check the appropriate box on line 3a for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3a.

IF the entity/individual on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation.
• Individual or • Sole proprietorship	Individual/sole proprietor.
• LLC classified as a partnership for U.S. federal tax purposes or • LLC that has filed Form 8832 or 2553 electing to be taxed as a corporation	Limited liability company and enter the appropriate tax classification: P = Partnership, C = C corporation, or S = S corporation.
• Partnership	Partnership.
• Trust/estate	Trust/estate.

Line 3b

Check this box if you are a partnership (including an LLC classified as a partnership for U.S. federal tax purposes), trust, or estate that has any foreign partners, owners, or beneficiaries, and you are providing this form to a partnership, trust, or estate, in which you have an ownership interest. You must check the box on line 3b if you receive a Form W-8 (or documentary evidence) from any partner, owner, or beneficiary establishing foreign status or if you receive a Form W-9 from any partner, owner, or beneficiary that has checked the box on line 3b.

Note: A partnership that provides a Form W-9 and checks box 3b may be required to complete Schedules K-2 and K-3 (Form 1065). For more information, see the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

If you are required to complete line 3b but fail to do so, you may not receive the information necessary to file a correct information return with the IRS or furnish a correct payee statement to your partners or beneficiaries. See, for example, sections 6698, 6722, and 6724 for penalties that may apply.

Line 4 Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third-party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys’ fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space on line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2).

- 2—The United States or any of its agencies or instrumentalities.
- 3—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities.
- 5—A corporation.
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or territory.
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission.
- 8—A real estate investment trust.
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940.
- 10—A common trust fund operated by a bank under section 584(a).
- 11—A financial institution as defined under section 581.
- 12—A middleman known in the investment community as a nominee or custodian.
- 13—A trust exempt from tax under section 664 or described in section 4947.

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
• Interest and dividend payments	All exempt payees except for 7.
• Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
• Barter exchange transactions and patronage dividends	Exempt payees 1 through 4.
• Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5. ²
• Payments made in settlement of payment card or third-party network transactions	Exempt payees 1 through 4.

¹ See Form 1099-MISC, Miscellaneous Information, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) entered on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37).

B—The United States or any of its agencies or instrumentalities.

C—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i).

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i).

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state.

G—A real estate investment trust.

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940.

I—A common trust fund as defined in section 584(a).

J—A bank as defined in section 581.

K—A broker.

L—A trust exempt from tax under section 664 or described in section 4947(a)(1).

M—A tax-exempt trust under a section 403(b) plan or section 457(g) plan.

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, enter "NEW" at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have, and are not eligible to get, an SSN, your TIN is your IRS ITIN. Enter it in the entry space for the Social security number. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/EIN. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or Form SS-4 mailed to you within 15 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and enter "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, you will generally have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon. See also *Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding*, earlier, for when you may instead be subject to withholding under chapter 3 or 4 of the Code.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third-party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABL accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))**	The grantor*

For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing Form 1041 or under the Optional Filing Method 2, requiring Form 1099 (see Regulations section 1.671-4(b)(2)(i)(B))**	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name on line 1, and enter your business or DBA name, if any, on line 2. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.)

* **Note:** The grantor must also provide a Form W-9 to the trustee of the trust.

** For more information on optional filing methods for grantor trusts, see the Instructions for Form 1041.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information, such as your name, SSN, or other identifying information, without your permission to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax return preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity, or a questionable credit report, contact the IRS Identity Theft Hotline at 800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 877-777-4778 or TTY/TDD 800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Go to www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and territories for use in administering their laws. The information may also be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payors must generally withhold a percentage of taxable interest, dividends, and certain other payments to a payee who does not give a TIN to the payor. Certain penalties may also apply for providing false or fraudulent information.

INSURANCE AUTHORIZATION AND VERIFICATION

Date: July 15, 2024

Property Schedule No. 7

To: Independent School District 279 (the "Lessee")

From: U.S. Bancorp Government Leasing and Finance, Inc. (the
"Lessor")
1310 Madrid Street
Marshall, MN 56258

TO THE LESSEE: In connection with the above-referenced Property Schedule, Lessor requires proof in the form of this document, executed by both Lessee* and Lessee's agent, that Lessee's insurable interest in the financed property (the "Property") meets Lessor's requirements as follows, with coverage including, but not limited to, fire, extended coverage, vandalism, and theft:

Lessor, AND ITS SUCCESSORS AND ASSIGNS, shall be covered as both ADDITIONAL INSURED and LENDER'S LOSS PAYEE with regard to all equipment financed or leased by policy holder through or from Lessor. All such insurance shall contain a provision to the effect that such insurance shall not be canceled or modified without first giving written notice thereof to Lessor and Lessee at least thirty (30) days in advance of such cancellation or modification.

Lessee must carry GENERAL LIABILITY (and/or, for vehicles, Automobile Liability) in the amount of no less than \$1,000,000.00 (one million dollars).

Lessee must carry PROPERTY Insurance (or, for vehicles, Physical Damage Insurance) in an amount no less than the 'Insurable Value' \$2,340,861.22, with deductibles no more than \$25,000.00.

**Lessee: Please execute this form and return with your document package. Please fax this form to your insurance agency for endorsement. In lieu of agent endorsement, Lessee's agency may submit insurance certificates demonstrating compliance with all requirements.*

By signing, Lessee authorizes the Agent named below: 1) to complete and return this form as indicated; and 2) to endorse the policy and subsequent renewals to reflect the required coverage as outlined above.

Agency/Agent:		
Address:		
Phone/Fax:		
Email:		

Lessee: Independent School District 279
By: _____
Name: _____
Title: _____

TO THE AGENT: *In lieu of providing a certificate, please execute this form in the space below and promptly send a PDF scan to Lessor at: EF.Docs.GLF@usbank.com - This fully endorsed form shall serve as proof that Lessee's insurance meets the above requirements.*

Agent hereby verifies that the above requirements have been met in regard to the Property listed below.

Print Name of Agency: **X** _____

By: **X** _____
(Agent's Signature)

Print Name: **X** _____

Date: **X** _____

Insurable Value: \$2,340,861.22

ATTACHED: PROPERTY DESCRIPTION FOR PROPERTY SCHEDULE NO. 7



Government Leasing and Finance, Inc.

FIRST PAYMENT INVOICE

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

SCHEDULE NUMBER: 077-2506764-007

DUE DATE: July 15, 2024

CREATE DATE: March 13, 2024

AMOUNT DUE: \$816,854.00

Independent School District 279
11200 93rd Avenue North
Maple Grove, MN 55369
Attention: Accounts Payable Dept.
Customer Phone Number: 763-391-7022

U.S. Bancorp Government Leasing and Finance, Inc.
P.O. Box 959067
St. Louis, MO 63101-9067

PLEASE RETAIN THIS PORTION FOR YOUR RECORDS

ALL PAYMENTS MUST BE SENT TO THIS ADDRESS:

**U.S. BANCORP GOVERNMENT LEASING AND FINANCE, INC.
PO BOX 959067
ST. LOUIS, MO 63101**

Overnight Address:

U.S. Bancorp Government Leasing and Finance, Inc.
P.O. Box 959067
3180 Rider Trail S.
Earth City, MO 63045

ACCOUNT: 077-2506764-007
AMOUNT DUE: \$816,854.00
DUE DATE: July 15, 2024
CREATE DATE: March 13, 2024

QUESTIONS? PLEASE CALL (303-585-4079)

INVOICE SUMMARY

Current Charges	\$816,854.00
Total Due	\$816,854.00

TOTAL AMOUNT DUE THIS INVOICE MUST BE PAID FOR FUNDING TO OCCUR

CERTIFICATION OF MINUTES RELATING TO
LEASE-PURCHASE AGREEMENT

Issuer: Independent School District No. 279 (Osseo), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held March 19, 2024, at 6:00 p.m. at the Educational Service Center in Maple Grove, Minnesota.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO A LEASE PURCHASE FINANCING;
AUTHORIZING THE EXECUTION AND DELIVERY OF SCHEDULE NO. 7
TO A MASTER TAX-EXEMPT LEASE/PURCHASE AGREEMENT AND
APPROVING AND AUTHORIZING EXECUTION OF RELATED
DOCUMENTS

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on _____, 2024.

School District Clerk

Member _____ introduced the following resolution and moved its adoption, which motion was seconded by Member _____:

RESOLUTION RELATING TO A LEASE PURCHASE FINANCING;
AUTHORIZING THE EXECUTION AND DELIVERY OF SCHEDULE NO. 7
TO A MASTER TAX-EXEMPT LEASE/PURCHASE AGREEMENT AND
APPROVING AND AUTHORIZING EXECUTION OF RELATED
DOCUMENTS

BE IT RESOLVED by the School Board (the “Board”) of the Independent School District No. 279 (Osseo), Minnesota (the “District”), as follows:

SECTION 1. AUTHORIZATION. The District is authorized by Minnesota Statutes, Section 465.71, to execute a lease-purchase agreement to purchase personal property, including technology equipment (the “Equipment”). It is hereby found, determined and declared to be necessary and desirable and in the best interest of the District to execute and deliver for such purposes (i) that certain Schedule No. 7 (the “Schedule”), to be dated July 15, 2024 (or such other date as the parties agree), in the principal amount of \$2,340,861.22, to a Master Tax-Exempt Lease/Purchase Agreement (the “Master Lease,” and together with the Schedule, the “Lease”) by and between the District and U.S. Bancorp Government Leasing and Finance, Inc. (the “Lessor”), dated as of April 16, 2019, which Master Lease was previously approved by this Board, and (ii) any related documents; and such execution and delivery is hereby authorized and approved in all respects.

SECTION 2. FINANCING. The offer from the Lessor to finance the Equipment in the principal amount of \$2,340,861.22 and on the further terms and conditions as hereinafter set forth is hereby accepted and the lease-purchase financing of the Equipment is awarded to the Lessor.

SECTION 3. DOCUMENTS. A copy of the Master Lease previously executed is on file in the office of the Superintendent. There has also been prepared a form of the Schedule which is now or shall be placed on file in the office of the Superintendent or the office of the Executive Director of Finance and Operations. The form of such Schedule is approved, with such variations, insertions and additions as are deemed appropriate by the parties and approved by special tax counsel to the District, Dorsey & Whitney LLP.

SECTION 4. EXECUTION. Upon finalization of the Schedule and the execution thereof by the other parties thereto, the Executive Director of Finance and Operations, or another designated signatory acting on his behalf, and any other officer or employee of the District, shall execute and deliver the Schedule and any related documents on behalf of the District. All certifications, recitals, warranties and representations therein shall constitute the certifications, recitals, warranties and representations of the District. Execution of any instrument or document by one or more appropriate officers or employees of the District shall constitute and shall be deemed conclusive evidence of the approval and authorization by the District and the Board of the instrument or document so executed.

SECTION 5. PAYMENT OF LEASE PAYMENTS. The District will pay to the Lessor promptly when due, all of the Lease Payments (as defined in the Master Lease) and other amounts required by the Lease. Payment of the Lease Payments is subject to the provisions for termination set forth in the Lease, which provides that the Lease is subject to termination by the District, without penalty, at the end of any fiscal year of the District, in accordance with the terms thereof. The full faith and credit and ad valorem taxing powers of the District are not pledged to the payment of the District's obligations under the Lease.

SECTION 6. TAX COVENANTS.

6.1. Covenant. The District covenants and agrees with the owners from time to time of the Lease, that it will not take, or permit to be taken by any of its officers, employees or agents, any action which would cause the interest component of the Lease Payments payable under the Lease to become subject to taxation under the Internal Revenue Code of 1986 (the "Code"), and any regulations promulgated thereunder (the "Treasury Regulations") in effect at the time of such action, and that it will take, or will cause its officers, employees or agents to take, all affirmative actions within its powers, which may be necessary to insure that the interest component of the Lease Payments payable under the Lease will not become subject to taxation under the Code and the Treasury Regulations, as presently existing or as hereafter amended and made applicable to the Lease. So long as the Lease is outstanding, the District will not enter into any lease, use agreement or other contract or agreement respecting the Equipment which would cause the Lease to be considered a "private activity bond" pursuant to the provisions of Section 141 of the Code.

6.2. NOT Bank Qualified Tax-Exempt Obligations. The Board does NOT hereby designate the Lease as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Code relating to the disallowance of interest expense for financial institutions, as a result of prior bonding in calendar year 2024.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.



March 12, 2024

Mr. Dale Carlstrom
Educational Service Center
11200 – 93rd Avenue North,
Maple Grove, MN 55369

Re: Osseo Schools – ISD 279
Edinbrook and Fernbrook Elementary Electrical Service Replacement
Project No. R24-4861.000

Dear Mr. Carlstrom,

Bids for the above referenced project were received on Tuesday, March 12th, 2024 at 2:30 p.m. Aid Electric was the apparent low bid.

Aid Electric

Base Bid	\$333,470.00	Accepted
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We have spoken to a representative of Aid Electric and they have indicated that they will hold to their bid and are able to complete the project on schedule.

We recommend the contract be awarded to Aid **Electric** in the amount of **\$333,470.00**.

Feel free to call if you have any questions.

Sincerely,

HALLBERG ENGINEERING, INC.

Joe Vomela

Enclosure: Bid Tab



BID TABULATION

Independent School District 279
Osseo Schools
Edinbrook and Fernbrook Elementary
Electrical Service Replacement
 Project No. R24-4861.000

Date: 3/12/2024
 Time: 2:30 p.m.

COMPANY	Base Bid	Ack. Add #1	Bid Bond	Responsible Contractor Forms
Aid Electric	\$333,470.00	X	X	X
Daley Electric	\$421,682.00	X	X	X
Augusta Electric	\$495,000.00	X	X	X
Division 16 Electric	\$585,500.00	X	X	X

Larson Engineering, Inc.
3524 Labore Road
White Bear Lake, MN 55110-5126
651.481.9120 Fax: 651.481.9201
www.larsonengr.com



March 13, 2024

Mr. Dale Carlstrom
Osseo Area Schools – ISD 279
11200 93rd Avenue North
Maple Grove, MN 55369

Re: Contractor Recommendation – MN Roadways
2024 Pavement Rehabilitation
Osseo Area Schools
LEMN Project No: 12236164.000

Dear Mr. Carlstrom,

Based upon our review of the bid results for the above referenced project, we recommend the apparent low bidder, Minnesota Roadways Co, be awarded the contract in the amount of \$2,226,651.00 for Bid Items 1 through 28, inclusive.

We have personal experience working with MN Roadways and have found their overall performance, workmanship, scheduling, and quality control to be satisfactory.

The bid bonds of the remaining bidders may be returned. The bid bond for MN Roadways will be held until the construction contracts are signed.

If you have any questions, please do not hesitate to contact our office.

Sincerely,
Larson Engineering, Inc.

Eric G. Meyer, PE
Project Manager

BID TABULATION

Osseo Area Schools 2024 Pavement Rehabilitation					
March 12, 2024 - 2:00 PM					
Contractor	Minnesota Roadways	Goodmanson Construction	GMH Asphalt Corporation	Bituminous Roadways	Allied Blacktop
Bid Bond	Y	Y	Y	Y	Y
Responsible Contractor Form	Y	Y	Y	Y	Y
Subcontractor List	Y	Y	Y	Y	Y
Addendum #1	Y	Y	Y	Y	Y
Bid Item #1, Basswood	\$ 197,234.00	\$ 175,000.00	\$ 150,800.00	\$ 203,520.00	\$ 295,100.00
Bid Item #2, Baswood Playground	\$ 88,707.00	\$ 130,000.00	\$ 106,700.00	\$ 94,940.00	\$ 88,400.00
Bid Item #3, Birch Grove	\$ 11,375.00	\$ 25,000.00	\$ 25,500.00	\$ 14,780.00	\$ 14,200.00
Bid Item #4, Cedar Island	\$ 13,410.00	\$ 20,000.00	\$ 12,800.00	\$ 19,680.00	\$ 16,000.00
Bid Item #5, Edinbrook	\$ 30,872.00	\$ 28,500.00	\$ 19,500.00	\$ 24,030.00	\$ 33,800.00
Bid Item #6, Elm Creek	\$ 9,102.00	\$ 15,000.00	\$ 10,300.00	\$ 10,230.00	\$ 13,800.00
Bid Item #7, Fair Oaks	\$ 82,713.00	\$ 102,500.00	\$ 78,400.00	\$ 77,770.00	\$ 114,800.00
Bid Item #8, Fernbrook	\$ 58,749.00	\$ 84,500.00	\$ 56,300.00	\$ 71,390.00	\$ 65,100.00
Bid Item #9, Garden City	\$ 1,526.00	\$ 10,000.00	\$ 1,200.00	\$ 1,190.00	\$ 1,200.00
Bid Item #10, Oak View	\$ 30,431.00	\$ 43,500.00	\$ 23,000.00	\$ 26,920.00	\$ 43,200.00
Bid Item #11, Osseo Education Center	\$ 107,763.00	\$ 108,000.00	\$ 90,300.00	\$ 91,410.00	\$ 130,800.00
Bid Item #12, Palmer Lake	\$ 5,977.00	\$ 16,000.00	\$ 4,300.00	\$ 6,530.00	\$ 8,900.00
Bid Item #13, Park Brook	\$ 30,286.00	\$ 50,000.00	\$ 20,100.00	\$ 42,970.00	\$ 39,000.00
Bid Item #14, Rice Lake	\$ 117,442.00	\$ 230,000.00	\$ 140,700.00	\$ 115,430.00	\$ 145,800.00
Bid Item #15, Rush Creek	\$ 271,910.00	\$ 409,000.00	\$ 297,300.00	\$ 258,560.00	\$ 364,500.00
Bid Item #16, Weaver Lake	\$ 143,350.00	\$ 190,000.00	\$ 129,100.00	\$ 174,570.00	\$ 201,500.00
Bid Item #17, Woodland	\$ 52,743.00	\$ 63,000.00	\$ 51,000.00	\$ 63,210.00	\$ 96,100.00
Bid Item #18, Zanewood	\$ 9,759.00	\$ 20,000.00	\$ 10,100.00	\$ 9,800.00	\$ 10,100.00
Bid Item #19, Osseo MS	\$ 21,144.00	\$ 42,000.00	\$ 16,600.00	\$ 23,490.00	\$ 37,400.00
Bid Item #20, North View MS	\$ 259,339.00	\$ 277,000.00	\$ 236,200.00	\$ 265,030.00	\$ 304,800.00
Bid Item #21, Osseo SH	\$ 387,944.00	\$ 505,000.00	\$ 580,200.00	\$ 383,620.00	\$ 732,000.00
Bid Item #22, Osseo Ice Arena	\$ 107,086.00	\$ 96,000.00	\$ 102,900.00	\$ 107,020.00	\$ 169,200.00
Bid Item #23, BMS/PCSH	\$ 68,120.00	\$ 100,000.00	\$ 70,900.00	\$ 83,690.00	\$ 76,400.00
Bid Item #24, Maple Grove SH	\$ 49,046.00	\$ 64,500.00	\$ 41,900.00	\$ 51,800.00	\$ 57,000.00
Bid Item #25, Osseo ALC	\$ 668.00	\$ 2,500.00	\$ 630.00	\$ 1,980.00	\$ 1,800.00
Bid Item #26, Willow Lane	\$ 22,172.00	\$ 39,000.00	\$ 18,700.00	\$ 33,440.00	\$ 30,500.00
Bid Item #27, Arbor View	\$ 27,394.00	\$ 19,000.00	\$ 19,100.00	\$ 34,670.00	\$ 29,900.00
Bid Item #28, Osseo Service Center	\$ 20,389.00	\$ 19,000.00	\$ 17,800.00	\$ 16,320.00	\$ 19,900.00
Total Bid Items # 1-28	\$ 2,226,651.00	\$ 2,884,000.00	\$ 2,332,330.00	\$ 2,307,990.00	\$ 3,141,200.00
UP #1, 2" Bituminous Base Repair	\$ 15.00	\$ 30.00	\$ 16.25	\$ 22.00	\$ 38.00
UP #2, 2" Mill and 2" Bituminous	\$ 24.00	\$ 20.00	\$ 17.00	\$ 12.00	\$ 38.00
UP #3, 4" Bituminous Remove/Replace	\$ 36.00	\$ 50.00	\$ 38.00	\$ 28.00	\$ 45.00
UP #4, 5" Bituminous Remove/Replace	\$ 72.00	\$ 60.00	\$ 40.00	\$ 38.00	\$ 65.00
UP #5, Soil Correction	\$ 135.00	\$ 60.00	\$ 60.00	\$ 70.00	\$ 85.00
UP #6, Crack Sealing	\$ 1.00	\$ 1.50	\$ 2.85	\$ 1.00	\$ 1.10
UP #7, Crack Filling	\$ 2.00		\$ 7.00	\$ 6.00	\$ 14.00
UP #8, B612 Curb	\$ 65.00	\$ 60.00	\$ 56.00	\$ 65.00	\$ 84.00
UP #9, 6" Concrete	\$ 18.00	\$ 20.00	\$ 17.00	\$ 12.50	\$ 24.68

Memo

To: School Board Members

From: Lisa Chang, Director of Labor Relations
Laurel Anderson, Executive Director, Human Resources

Date: March 19, 2024

Re: Recommendation for Approval, Agreement on the Terms and Conditions of Employment between the Independent School District 279 School Board and Teachers, July 1, 2023 – June 30, 2025

Recommendation:

It is our recommendation that you approve the Agreement on the Terms and Conditions of Employment between the Independent School District 279 School Board and Teachers, effective July 1, 2023, through June 30, 2025.

Background:

The Teachers group consists of licensed educators working to provide educational services and support to our students.

The agreement contains some language changes to reflect current District practices. In addition, changes have been made to a number of sections of the collective bargaining agreement, which are outlined below.

In the Salary Schedules and Rates of Pay sections of the collective bargaining agreement, teachers will receive step and lane movement each year. In year one, teachers will receive a 6.00% increase to base salary. In year two, teachers will receive a 3.00% increase to base salary with final step and lane on the salary schedule of \$109,180. The hourly rate in Schedule D will increase to \$35 per hour the second year.

In the Group Insurance section of the collective bargaining agreement, employees will receive District contributions to health insurance by the following:

High Plan

- Y1: 0%
- Y2: 0%

Value Plan

- Y1: 5%
- Y2: 6%

HSA Plan

- Y1: 5%
- Y2: 7%

In the Deferred Compensation section of the collective bargaining agreement, the matching district contribution increased to \$1800 per year.

In the Leaves of Absence section of the collective bargaining agreement, the Naturalization Leave section was added to allow for licensed staff to utilize sick time to complete the naturalization process.

In the Hours of Services section of the contract, Due Process Time was revised to allow teachers to request additional days for due process time and an appeal process if denied.

In the Memos of Understanding (MOU) section of the collective bargaining agreement, five existing MOU were updated, and two new MOUs were created.

- Counselor Exchange Days for Summer Duty Days MOU was revised where the principal and counselor will schedule five days by mutual agreement to work during the summer.
- Special Education Due Process Time Task Force MOU was revised to ensure special education inefficiencies are addressed.
- Teacher Collaboration Time MOU was revised to ensure teachers received three, eight hours instructional planning days to include one eight Hours of collaboration time during workshop week, and two asynchronous learning/instructional planning days during the school year for teacher collaboration time.
- Career & Technical Education (CTE) Licensure MOU was revised to provide clarity on pay stipends for teachers to obtain a CTE license/endorsement.
- Personal Leave Conversion to a Health Reimbursement Account MOU revised for the 2024-2025 school year to add that teachers will be able to convert personal days above 5 to the teacher's HRA at a rate of \$225 per day.
- A new Sick Leave Pool – Intermittent Leave MOU was added to allow licensed staff to use ten sick days from the sick leave pool when they need intermittent leave after exhausting their own sick time and have long-term/extended/recurring illness.

- A new High School Music Directors MOU was created to address event and concert requirements.

The salary investment outlined above is consistent with the financial parameters established by the School Board for the 2023-2025 contract negotiation. The two-year agreement results in a 11.74% total package increase. The total financial investment is \$22,847,889 over the term of the agreement.

Timeline/Next Steps:

With the ratification of the contract, Human Resources and Payroll will begin the implementation process.

**INDEPENDENT SCHOOL DISTRICT 279
OSSEO AREA SCHOOLS**



**AGREEMENT ON
TERMS AND CONDITIONS OF EMPLOYMENT**

JULY 1, ~~2021~~2023 - JUNE 30, ~~2023~~2025



**EDUCATION MINNESOTA - OSSEO
LOCAL 1212
EDUCATION MINNESOTA
AMERICAN FEDERATION OF TEACHERS
NATIONAL EDUCATION ASSOCIATION
AFL-CIO**

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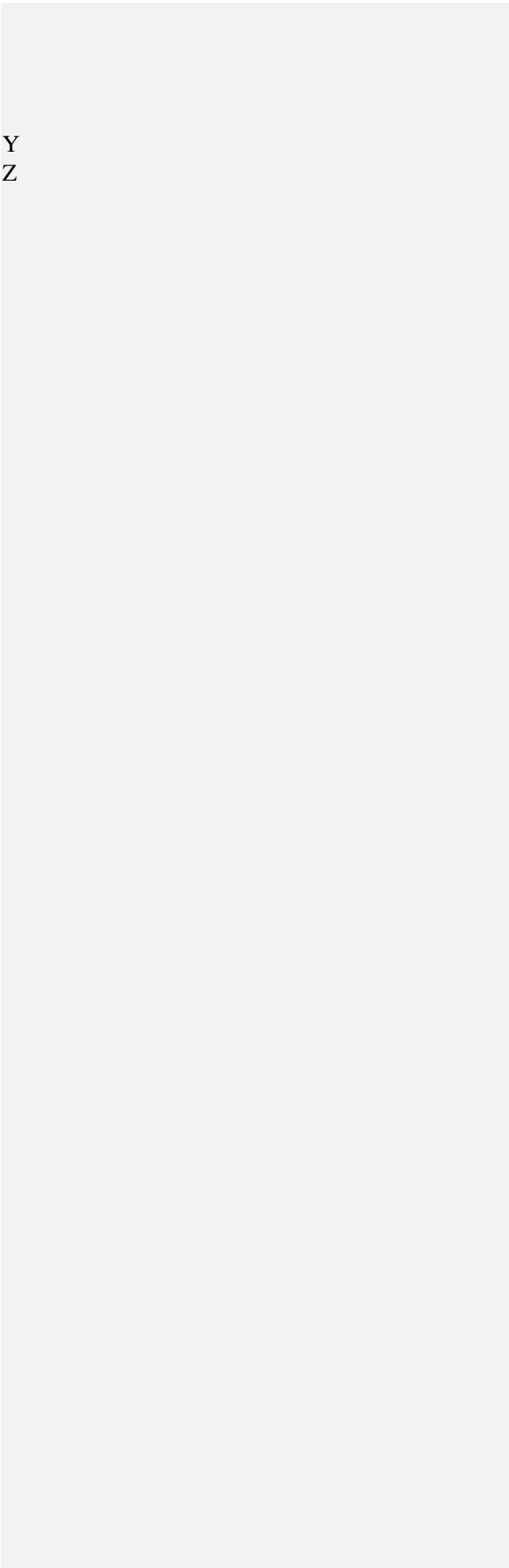
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ARTICLE ~~1~~
PURPOSE OF AGREEMENT

Section 1. Parties: This Agreement is entered into between the School Board of Independent School District 279, Maple Grove, Minnesota, hereinafter referred to as the School Board, and Education Minnesota – OSSEO, Local 1212, Education Minnesota, American Federation of Teachers, National Education Association, AFL-CIO, hereinafter referred to as Education Minnesota – OSSEO, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971, as amended, hereinafter referred to as the PELRA, to provide the terms and conditions of employment for members of the Teacher Bargaining Unit, hereinafter referred to as teachers, during the term of this Agreement.

ARTICLE ~~2~~
RECOGNITION OF EXCLUSIVE REPRESENTATIVE

Section 1. Recognition: In accordance with the PELRA, the School Board recognizes Education Minnesota – OSSEO as the exclusive representative of teachers employed by the School Board. Education Minnesota – OSSEO will have those rights and duties as prescribed by the PELRA and as described in this Agreement.

Section 2. Appropriate Unit: Education Minnesota – OSSEO will represent all teachers in the School District as defined in this Agreement and in the PELRA.

ARTICLE ~~3~~
DEFINITIONS

Section 1. Terms and Conditions of Employment: The term "terms and conditions of employment" means the hours of employment, the compensation therefore, including fringe benefits, except retirement contributions or benefits, and the School Board's personnel policies affecting working conditions of the teachers. In the case of teachers, the term does not mean educational policies of the School Board. The term in both cases is subject to the provisions of the PELRA.

Section 2. Teacher: "Teacher" means any public employee other than a superintendent or assistant superintendent, principal, assistant principal, or a supervisory or confidential employee, employed by a school district:

- 1) in a position for which the person must be licensed by the Professional Educator Licensing and Standards Board or the commissioner of education; or
- 2) in a position as a physical therapist, occupational therapist, art therapist, music therapist, or audiologist.
- 2)3) in any other position as defined by statute.

Section 3. School Board: For purposes of administering this Agreement, the term "School Board" will mean the School Board or its designated representative.

Section 4. Other Terms: Terms not defined in this Agreement will have those meanings as defined by the PELRA.

Subd. 1. Within this Agreement the word "will" means mandatory.

ARTICLE ~~IV~~4
SCHOOL DISTRICT RIGHTS

Section 1. Inherent Managerial Rights: The School Board is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel.

Section 2. Management Responsibilities: The School Board has the right and obligation to manage efficiently and conduct the operation of the School District within its legal limitations and with its primary obligation to provide educational opportunity for the students of the School District.

Section 3. Effect of Laws, Rules and Regulations: Education Minnesota – OSSEO recognizes that all teachers covered by this Agreement will perform the teaching and non-teaching services prescribed by the School Board and will be governed by the laws of the State of Minnesota, and by School Board rules, regulations, directives and orders, issued by properly designated officials of the School Board. Education Minnesota – OSSEO also recognizes the right, obligation and duty of the School Board and its duly designated officials to promulgate rules, regulations, directives and orders from time to time as deemed necessary by the School Board insofar as such rules, regulations, directives and orders are not inconsistent with the terms of this Agreement. Education Minnesota – OSSEO also recognizes that the School Board, all teachers covered by this Agreement, and all provisions of this Agreement are subject to the laws of the State of Minnesota, federal laws, rules and regulations of the Minnesota Department of Education and valid rules, regulations and orders of state and federal governmental agencies. Any provision of this Agreement found to be in violation of any such laws, rules, regulations, directives, or orders will be null and void and without force and effect.

Section 4. Reservation of Managerial Rights: The foregoing enumeration of rights and duties will not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in this Agreement are reserved to the School Board.

ARTICLE ~~V~~5
TEACHER RIGHTS

Section 1. Right to Views: Pursuant to the PELRA, nothing contained in this Agreement will be construed to limit, impair or affect the right of any teacher or their representative to the expression or communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designated to and does not interfere with the full, faithful, and proper performance of the duties of employment or circumvent the rights of the exclusive representative; nor will it be construed to require any teacher to perform labor or services against their will.

Section 2. Right to Join: In accordance with the PELRA, teachers will have the right to form and join labor or employee organizations and will have the right not to form and join such organizations. Teachers in an appropriate unit will have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for such teachers.

Section 3. Dues Check-Off: Teachers will have the right to request dues check-off for Education Minnesota - OSSEO.

Subd. 1. Authorization: Upon receipt of a properly executed membership application, the School Board will deduct from the teacher's paycheck the dues which the teacher has agreed to pay to Education Minnesota – OSSEO during the period provided in the authorization. The membership application may be filed at any time with the payroll department and deductions will begin no later than the second pay period following the date the membership application is filed.

Subd. 2. Term of Authorization: The membership application for dues deduction as agreed upon between Education Minnesota – OSSEO and the School Board will be filed with the payroll department by Education Minnesota – OSSEO.

Subd. 3. Notification: At least sixty (60) days prior to the beginning of the school year, Education Minnesota – OSSEO will give written notification to the payroll department of the School District of the amount of its dues which are to be deducted from the salary of each teacher who completes an authorization card. The amount of deduction for such dues will not be subject to change during the school year.

Subd. 4. Schedule of Deductions: Such deductions will be made in equal installments. The number of equal installments will be fifteen (15), beginning on October 20th and ending on May 20th. For continuing authorizations, the number of equal installments will be fifteen (15), subject to Subd. 2. of this Section. The School Board will forward each pay period, such dues deducted the previous pay period along with a list of the names of teachers from whom deductions were made, to the treasurer of Education Minnesota – OSSEO.

Section 4. Claims Against the School Board: Education Minnesota – OSSEO hereby warrants and covenants that it will defend, indemnify and save the School Board harmless from any and all actions, suits, claims, damages, judgments and executions or other forms of liability, liquidated or not liquidated, which any person may have or claim to have, now or in the future, arising out of or by reason of negligence of Education Minnesota – OSSEO in the deduction of the fair share fee specified by Education Minnesota – OSSEO as provided herein.

Section 5. Compensation Distribution:

Subd. 1. Pay Dates: All teachers will be paid their annual salary in 24 equal installments (pay periods). Payments will be made on the 5th and the 20th of each month ~~payment is due~~ except on occasions when the 5th or the 20th falls on a weekend or holiday. In the event a pay date falls on a weekend or holiday, the pay date will be moved to the last regular business day before the weekend/holiday or another date, if necessary. A payroll calendar of pay dates will be provided to all employees at the beginning of the school year.

Subd. 2. Final Payoff: All teachers ~~contracted for 186 days per year~~ will receive their final regular assignment paycheck on June 20th. Payment will be issued on Friday if June 20th falls on a Saturday or Sunday. ~~Teachers who work more than 186 contract days (extended contract) or teachers who work on a stretch calendar and the stretch calendar ends after June 15th will be paid on June 30th. Payment will be issued on Friday if June 30th falls on a Saturday or Sunday.~~

Subd. 4. Electronic Direct Deposit: The School District will provide for direct deposit of paychecks to financial institutions approved by the Federal Reserve Bank of Minneapolis.

Section 6. Political Action Committee (PAC) Deduction: Teachers may request a payroll deduction to contribute to the PAC fund of Education Minnesota – OSSEO.

Subd. 1. Authorization: Upon receipt of an authorization card, the School District will make the designated deduction per paycheck.

Subd. 2. Terms of Authorization: Authorization cards will be filed with the payroll department by the teacher and will continue in effect until revoked on a form provided by the School District’s payroll department. Application for an Education Minnesota – OSSEO PAC deduction will be accepted at any time with change in payment reflected as soon as is practicable, but within forty-five (45) days.

Subd. 3. Schedule of Deductions: PAC deductions will be made in fifteen (15), equal installments beginning on October 20th and ending on May 20th.

Section 7. Personnel Files:

Subd. 1. Access: All individual teacher evaluations and individual teacher files generated within the School District will be available to the teacher during regular School District hours upon the teacher’s request in accordance with MS 122A.40, Subd. 19.

Subd. 2. Review: Such request will be made to the Human Resources Department. Human Resources will schedule an appointment for the teacher to review the teacher’s file and will notify the teacher of such appointment.

Subd. 3. Documentation of Contents: The teacher, a representative of Education Minnesota – OSSEO at the teacher’s request, and a Human Resources representative, will document the file content before the teacher is given the file for review. All such reviews will take place in Human Resources. The teacher, a representative of Education Minnesota – OSSEO at the teacher’s request, and a Human Resources representative, will document the contents of the file at the termination of the review.

Subd. 4. Right to Copy: The teacher will have the right to a copy of any of the contents of their file.

Subd. 5. Right to Response: The teacher may submit for inclusion in their file a written response to any material contained in such file.

Subd. 6. Destruction/ Expunge: The School District may destroy or expunge such files as provided by law.

Section 8. Seniority:

Subd. 1. Preparation: Each school year, the School District shall create and post a seniority and licensure list. The list will include the name of every teacher, their seniority date, and licensure area. The list will be available electronically to all teachers when originally posted and upon any revisions to the list.

- a. Seniority in the District will be computed on the basis of a teacher’s continuous employment from the first day of actual work with the District.
- b. Teachers will continue to accrue seniority while on Board approved leaves.
- c. Effective for the 2005-06 school year and thereafter the original seniority date will be retained by any teacher whose employment has been terminated by resignation or termination pursuant to MS 122A.40 and whose employment was subsequently reinstated by the School District prior to October 1st of the following school year.

Subd. 2. Request for Change: Any teacher with a correction or omission regarding the seniority and licensure list is required to supply a written request for correction or omission to the list to the Director of Human Resources.

Subd. 3. Seniority List: The School District will evaluate all written requests and will make the necessary corrections, if any, and will prepare a revised seniority list that will be used for the purposes of determining implementation of involuntary transfer and the order of placement on an Unrequested Leave of Absence.

Subd. 4. Seniority Tie Breaker: The following steps will be used as a basis for choice between continuing contract teachers of equal seniority for purposes of determining the order of placement on Unrequested Leave of Absence and implementation of involuntary transfer.

- a. Length of continuous teaching experience in the School District, including approved leaves of absence.
- b. Total years of public-school teaching experience.
- c. The lower file folder number as recorded on the teacher’s Minnesota teaching license.

Subd. 5. Beginning with the 2014-15 school year, employees working in other School District employment groups who secure a teaching contract within this bargaining unit will have their seniority date back-dated to their original hire date, to a maximum of five years (two years of service in a previous bargaining unit and three years of probation as a teacher), upon completion of probation (in accordance with Minnesota Statute 122A.40) provided there has been no separation of employment between the prior position and the teaching assignment. This provision does not apply to day-to-day substitute or intermittent service.

Section 9. Building Access for Education Minnesota - OSSEO Meetings:

Subd. 1. Education Minnesota – OSSEO ~~will~~ shall have reasonable access to worksites and school facilities, with prior notification whenever possible, to investigate employee complaints, communicate with members, hold meetings, and conduct other business, at no charge ~~for to the union~~ Union meetings. For meetings involving 5 or more people, the Union will collaborate with building administration. These activities will not interfere and/or disrupt normal work responsibilities. Union leadership must reserve facilities and equipment through the process established by the Community Education Department. Equipment may be reserved only for the meeting at the site where it is inventoried and maintained; equipment may not be removed from the premises.

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Subd. 2. A representative of the Union shall be permitted to meet with newly hired bargaining unit members during new teacher orientation and/or workshop week.

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Subd. 3. Bargaining unit members hired after new teacher orientation shall be permitted to meet with a representative of the Union per state statute. The Union may elect to have such meetings at the employee's designated worksite. Upon arrival at a worksite, Union representatives shall make their presence known to the worksite supervisor or designee. Such visits shall not interrupt normal work responsibilities.

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Section 10. Teacher Transfer: Transfer of teachers will be made according to the “Teacher Transfer Procedures” as outlined in Addendum A and in any additional staffing procedures outlined by the District in collaboration with the Union.

Section 11. Meet and Confer: The District has the obligation to meet and confer with Education Minnesota – OSSEO to discuss policies and those matters relating to their employment not explicitly referenced in the master agreement. The District shall provide the facilities and set the time for such meetings to take place regularly. The agenda will be prepared and distributed with items submitted by both parties.

ARTICLE ~~VII~~ SALARY SCHEDULES AND RATES OF PAY

Section 1. ~~2021-2022 Salary: Schedule A:~~ This schedule reflects ~~the wages and salaries reflected in Schedule A, attached, will be a part of this Agreement~~ for the period July 1, ~~2021~~2023, through June 30, ~~2022~~2025.

Section 2. ~~2022-2023 Pro Rata Hourly Rate: Salary Schedule B:~~ This schedule reflects ~~The the pro rata hourly rates wages and salaries reflected in Schedule B, attached, will be a part of this Agreement~~ for the period July 1, ~~2022~~2023, through June 30, ~~2023~~2025.

Section 3. Status of Salary Schedules: The salary schedules will not be construed as part of a teacher's continuing contract. In the event a successor Agreement is not entered into prior to the expiration date of this Agreement, a teacher will be compensated according to the last individual contract executed between the teacher and the School District until such time that a successor Agreement is executed. A teacher's advancement is subject to the right of the School Board to withhold performance increments, lane changes, or other salary increases for good and sufficient grounds. A teacher's advancement will not be withheld unless the teacher failed to correct the deficiency after being given written notice of the specific items of complaint and reasonable time within which to remedy them.

Section 4. Placement on Salary Schedule:

Subd. 1. Change on Salary Schedule: The following rules will be applicable in determining placement of teachers on the appropriate salary schedule.

- a. **Definition:** A lane change is horizontal movement on the teacher salary schedule due to credits earned in approved professional training.
- b. **Credits that qualify:** Graduate credits earned by a letter grade or ‘pass’ grade and/or board credits that are related to the field or fields relevant to the teacher’s licensure area(s). Effective

January 1, 2008 all eligible coursework for Lanes II, III, IV, V, VI, VII, and VIII must earn a minimum of a 'C' grade, 'Pass', or 'Satisfactory'.

- Graduate credits must be earned from a graduate institution that has an accredited program and grants a Master of Education (M.Ed.), Master of Arts (M.A.), Master of Science (M.S.), Master of Social Work (M.S.W.), Master of Fine Arts (M.F.A.), Master of Music (M.M.) or Master in Business Administration (M.B.A.).
 - Board credits are earned in School District sponsored board credit offerings, fifteen (15) hours on a teacher advisory team, or an activity approved by the Director, Human Resources. A School District board credit is fifteen (15) hours or the equivalent of one (1) semester credit.
 - If a teacher attends a workshop during the workday, an approved leave (i.e. sabbatical, personal, short-term or long-term) must be used to earn credits that qualify. In addition, no School District funds can be expended for registration and/or reimbursable expenses.
- c. Credits that do not qualify: Board or graduate credits earned prior to the granting of a master's degree do not qualify for lane changes beyond the master's degree. Credits will not qualify if School District funds have been expended for registration or reimbursable expenses.
- d. Master's Degree Prior Approval: A master's degree is the completion of graduate work with the granting of a degree, such as M.Ed., M.A., M.S., M.S.W., M.F.A., M.M. or M.B.A., or a degree of equal value.
- Prior approval must be obtained from the Director, Human Resources for a master's degree program. Approval must be obtained prior to the completion of ten (10) semester credits via submission of a Master's Program approval application along with a copy of the proposed program plan to Human Resources.
 - The master's degree must be in the field or field(s) relevant to the teacher's licensure area(s).
- e. Number of Credits Required: Ten (10) semester credits are required per lane change. A minimum of five (5) graduate semester credits is required. A maximum of five (5) semester board credits may be used. One (1) semester credit equals one and one half (1-½) quarter credits.
- f. Deadlines: A request for lane change must be submitted to Human Resources by October 15th for coursework that was completed by September 15th for a salary increase to be effective the beginning of the school year. A request for lane change must be submitted to Human Resources by March 15th for coursework that was completed by February 15th for a salary increase to be effective for the second half of the contract year.
- If Terms and Conditions of Employment have not been ratified, no lane movement occurs until the contract is ratified. However, deadlines for submitting paperwork remain the same.

- g. **Application Process:** A teacher must complete a Lane Change Request form to advance on the salary schedule. Submit a “Lane Change Request” application along with an official transcript to Human Resources.

Subd. 2. Salary Schedule: All credits applied toward lane placement must be in the teacher’s professional/licensure field(s) or a related area as defined in Subd. 1b and 1e of this Section.

- a. Lane I - Completion of a four (4) year course with the granting of a degree such as Bachelor of Arts, Bachelor of Science, Bachelor of Education, or a degree of equal value.
- b. Lane II – Completion of a bachelor's degree plus ten (10) semester credits.
- c. Lane III – Completion of a bachelor's degree plus twenty (20) semester credits.
- d. Lane IV – Completion of a bachelor’s degree plus thirty (30) semester credits, or completion of a master’s degree with a major not in teacher’s professional/licensure field(s).
- e. Lane V - Completion of graduate work with the granting of a degree, such as M.Ed., M.S., M.A., M.S.W., M.F.A., M.M. or M.B.A., or a degree of equal value. The master's degree must be in a field relevant to the teacher’s license area(s) or focus in the fields of pre-K to 12 education, educational administration, or a related educational field.
- f. Lane VI – Completion of a master's degree in the professional/licensure field(s) plus ten (10) semester credits.
- g. Lane VII – Completion of a master's degree in the professional/licensure field(s) plus twenty (20) semester credits.
- h. Lane VIII – Completion of a master's degree in the professional/licensure field(s) plus thirty (30) semester credits.

Subd. 3. Performance Increment Advancement: The School District will grant advancement on the salary schedule for teaching experience effective at the beginning of the work year, subject to the conditions as stated in Article ~~XVII~~16, Duration. A teacher must complete at least 120 days of teaching service each year during the school year to qualify for a year of service experience. A maximum of 30 days devoted to parent-teacher conferences, teacher workshops, and other staff development opportunities and days on which a teacher is absent from school will count as days of teaching service under this paragraph.

Subd. 4. Initial Salary Schedule Placement: The School District will determine initial Salary Schedule placement based on teaching experience and ~~education or the previous salary earned in another assignment that requires a teaching license. Exceptions may be made by mutual agreement with Education Minnesota—OSSEO. Salary placement will be in accordance with the Initial Placement Salary Schedule. College and charter school teaching experience without a PELSB license will receive 1 year of credit for every 2 years of teaching experience. Human Resources reserves the right to place individuals at a higher step based on recruitment strategic priorities.~~

~~Subd. 5. Career Performance Increment Advancement: The School District will grant advancement on the salary schedule for teaching experience effective at the beginning of the work year, subject to the conditions as stated in this Article and Article XVI, Duration. Effective January 19, 2016, a teacher coming from another school district who has more than 11 years of experience may be placed higher than Step 11 or effective July 1, 2020 Step I on the salary schedule based on their total years of teaching, at the discretion of Human Resources.~~

~~ARTICLE VII~~ EXTRA COMPENSATION

Section 1. Extra Assignments - Compensation: The wages and salaries reflected in Schedule C, attached hereto, will be a part of this Agreement for the period July 1, ~~2021-2023~~ through June 30, ~~2023-2025~~.

Subd. 1. Assignment to Extra/Co-Curricular Activities: As defined in the PELRA, teachers may apply for and/or be assigned by the administration as advisors, sponsors, or coaches of the activities listed in Schedule C. All openings for extracurricular and co-curricular activities will be posted via an electronic job system for five (5) days. When an opening exists, qualified volunteers within the building will be given consideration before an assignment is made.

Section 2. Other Assignments – Hourly Compensation: The wages and salaries reflected in Schedule D, will be a part of this Agreement.

Subd. 1. Assignment to Extra Time Duties: As defined in the PELRA, teachers may apply for and/or be assigned by the administration to the extra time duties listed in Schedule D which requires work beyond the regular school year or the regularly assigned week. Payments, as reflected in Schedule D, will appear as separate line items on the pay statement.

Section 3. Extended Time: Teachers, including but not limited to counselors, special education building coordinators, and library media specialists, who are assigned extended time beyond the school year to complete their regular school year duties will be paid on a pro-rata basis from the applicable salary schedule.

Section 4. Salaries for Team Leaders: The wages and salaries reflected in Schedule C, will be a part of this Agreement.

Subd. 1. Pay Rate: As defined in the PELRA, teachers may apply for and/or be assigned by the administration as team leaders. Payments, as reflected in Schedule C, will appear as separate line items on the pay statement.

Section 5. Teachers as Substitutes:

Subd. 1. Paid Volunteer Assignment: A teacher may offer to be assigned to teach during their preparation time in the event of emergency or when a regular substitute teacher is not available.

Subd. 2. Paid Emergency Assignment: A teacher may be assigned by the principal to teach during their preparation time. Teachers may be assigned up to four (4) times. Any emergency substitute

placement up to four (4) hours counts as one assignment. These assignments will only be made in an emergency or when a regular substitute teacher is not available.

Subd. 3. ~~Pay Option Compensation~~: A teacher may be assigned to cover an additional classroom section of students for a partial or entire day. If a teacher is assigned to cover an additional classroom section, the teacher, at their option, will be paid their pro-rata hourly rate, or portion thereof. If a classroom section is split, the teachers assigned will divide the hours of the assignment and will be paid their pro-rata hourly rate or portion thereof. ~~Effective beginning 2012-2013, this Pay Option shall be the sole option for teachers assigned to cover an additional classroom section of students.~~

Subd. 4. Assignment Process: A fair and equitable process of assigning teachers to substitute will be developed jointly by teachers and the principal at each building.

Section 6. National Certifications:

Subd. 1. National Board of Professional Teaching Standards (NBPTS): Teachers may participate in the National Board of Professional Teaching Standards Program. Activities for this certification may qualify for board credit. The School District Professional Growth Committee with the Director, Human Resources will apply the committee standards and guidelines to the professional work submitted to determine the number of board credits earned through the process.

Subd. 2. Certificate of Clinical Competence (CCC): Speech/Language clinicians may participate in the American Speech-Language-Hearing Association (ASHA) certification process. Activities for this Certificate of Clinical Competence (CCC) may qualify for board credit through the School District Professional Growth Committee. The School District Professional Growth Committee with the Director, Human Resources will apply the committee's standards and guidelines to the professional work submitted to determine the number of board credits earned through the process.

Subd. 3. National Certification for Occupational Therapists: Occupational Therapists may participate in the National Board for Certification in Occupational Therapy certification process. Activities for this certificate may qualify for board credit through the School District Professional Growth Committee. The School District Professional Growth Committee with the Director, Human Resources will apply the committee's standards and guidelines to professional work submitted to determine the number of board credits earned through the process.

Subd. 4. LICSW - Licensure for Social Workers: Social Workers may participate in the Minnesota State Board of Social Worker licensure process for Licensed Independent Clinical Social Worker (LICSW). Activities for this license may qualify for board credit through the School District Professional Growth Committee. The School District Professional Growth Committee with the Director, Human Resources will apply the committee's standards and guidelines to professional work submitted to determine the number of board credits earned through the process.

Subd. 5. School Psychologists (NCSP): School Psychologists may participate in the National Certified School Psychologists (NCSP) program. Activities for this certification may qualify for board credit through the School District Professional Growth Committee. The School District Professional Growth Committee with the Director, Human Resources will apply the committee standards and guidelines to the professional work submitted to determine the number of board credits earned through the process.

Subd. 6. Physical Therapists Certification: Physical therapists are required to participate in additional professional development activities, hours, and exams to be certified to work in a school setting. Clock hours must be approved by the Minnesota Board of Physical Therapy. Activities for this certification may qualify for board credit through the School District Professional Growth Committee. The School District Professional Growth Committee with the Director, Human Resources will apply the committee standards and guidelines to the professional work submitted to determine the number of board credits earned through the process.

Subd. 7. Licensed Professional Clinical Counselor: Licensed Professional Clinical Counselors are required to participate in additional professional development activities, hours, and exams to be a licensed professional in a clinical setting.

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Subd. 78. Other National Certifications: The Director, Human Resources, may recognize other national certifications in this section after they are approved for continuing education clock hour exemptions by the Minnesota Board of Teaching.

Subd. 89. Eligibility: A teacher must be certified by December 31st in order to be eligible for the stipend for that school year.

Subd. 910. Application: Eligible teachers must apply annually by December 31st in order to receive the stipend for that school year. Teachers must notify the District if any change in eligibility for the stipend occurs (expiration of certification, failure to pay fees, reduction in certification or other reasons).

Subd. 4011. Pay Rate: Upon certification as recognized in this section, the teacher will be paid an additional amount each year the certification or licensure is maintained. Payment will be made February 5th. Teachers who successfully complete the National Board of Professional Teaching Standards (NBPTS) Certification will be paid an additional \$2,000 each year the certification is maintained. Speech/Language clinicians who successfully complete the Certificate of Clinical Competence (CCC) will be paid an additional \$1,000 each year the certification is maintained. Occupational Therapists who successfully complete the National Board for Certification in Occupational Therapy (NBCOT) will be paid an additional \$1,000 each year the certification is maintained. Social Workers who successfully complete the Licensed Independent Clinical Social Worker License (LICSW) process will be paid an additional \$1,000 each year the license is maintained. School Psychologists who successfully complete the National Certified School Psychologist (NCSP) process will be paid an additional \$1,000 each year the license is maintained. Physical Therapists will be paid an additional \$1,000 each year when progress toward the professional development requirements are documented and sent to Human Resources. Licensed Professional Clinical Counselors will be paid an additional \$250 each year when they successfully renew their license. The additional payment will be pro-rata based on FTE and work year.

Subd. 4412. Reimbursement of NBPTS Application Costs: The School District will reimburse teachers who successfully complete the National Board of Professional Teaching Standards (NBPTS) Certification up to \$2000 of the actual out-of-pocket cost borne by the teacher for the application and assessment fees upon receiving the NBPTS Certification.

Section 7. Retirement Incentive Pay for Teachers Whose Service Began Prior to July 1, 1990:

Subd. 1. Eligibility: Teachers who have completed at least fifteen (15) years of full-time continuous service in any position that is covered under the terms of this agreement with the School District and who are at least fifty (50) years of age, and whose service began prior to July 1, 1990, will be eligible for retirement incentive pay pursuant to the provisions of this section upon submission of written resignation accepted by the School Board, provided that such notification is given prior to March 1st. Teachers who submit a written resignation after March 1st may be authorized to receive this incentive pay; however, the payout schedule will be determined by Human Resources. Full-time continuous service shall be defined as any continuous sequence of fifteen (15) or more years of service whereby each year the teacher was either working full-time or on approved leave.

Subd. 2. Exclusion: This section will apply only to teachers whose service has been full-time (0.80 FTE or equivalent contract) as defined by this Agreement and whose service began prior to July 1, 1990. For teachers whose employment or re-employment after separation of service began after this date, the provisions of this section will not be applicable. For purposes of this section, a separation in service will include any event that would serve to modify the seniority date of the employee to reflect a date later than June 30, 1990.

Subd. 3. Calculation of Benefit: A teacher will be eligible to receive as retirement incentive pay, upon their retirement, the amount obtained by multiplying eighty-two percent (82%) of their unused number of sick leave days, but in any event not to exceed one hundred twenty-three (123) days times their daily rate of pay.

Subd. 4. Determination of Daily Rate: In applying these provisions, a teacher's daily rate of pay will be the basic daily rate at the time of retirement, as provided in the basic salary schedule for the basic school year, and will not include any additional compensation for extracurricular activities, extended employment or other extra compensation.

Subd. 5. Payment Schedule 50-54: A teacher who retires at age 50-54 will receive their retirement incentive pay on July 20th if their birth date is between January 1st and June 30th in the year, they reach age 55. If their birth date is between July 1st and December 31st, they will receive their incentive pay on January 20th of the following year.

Subd. 6. Payment Schedule 55 & Over: Retirement incentive pay for teachers age 55 or older will be paid by the School District according to the following schedule. Teachers who retire between January 1st and June 30th will receive their retirement incentive pay on July 20th of that year. Teachers who retire between July 1st and December 31st will receive their retirement incentive pay on January 20th of the following year.

Subd. 7. Distribution of Incentive: The total incentive received must be directed into the following plans: fifty percent (50%) into the Special Pay Deferral Plan and fifty percent (50%) into the Post-Retirement Health Reimbursement Account. Effective upon ratification of the 2019-2021 collective bargaining agreement, one hundred percent (100%) of the incentive received must be directed into the Post-Retirement Health Reimbursement Account.

- a. Deferral Plan: The School District will contribute fifty percent (50%) of the teacher's incentive pay into an account within a Special Pay Deferral Plan administered by a company selected by Education Minnesota - OSSEO and the School District.

- b. Post-Retirement Health Reimbursement Account: The Post-Retirement Health Reimbursement Account is an employer-sponsored program that allows teachers to pay medical expenses and/or health insurance premiums after termination of public service. The Post-Retirement Health Reimbursement Account allows teachers to set aside money earned as an active teacher to cover costs of health or dental insurance, and other medical or dental expenses after termination of public service. Under the Post-Retirement Health Reimbursement Account, amounts contributed are tax-free and no taxes are paid on amounts paid since they must be used to pay health and dental insurance premiums or used to cover out-of-pocket medical or dental expenses. Teachers who are exempted from participating in the Post-Retirement Health Reimbursement Account, per IRS guidelines, must direct one hundred percent (100%) of the monies into the Special Pay Deferral Plan.
- c. If the teacher has proof of Lifetime coverage through their spouse or Tricare Coverage through the military, 100% of the incentive will be distributed into the Special Pay Deferral Plan.

Subd. 8. Exceptions: Retirement incentive pay will not be granted to any teacher who is discharged by the School District.

Section 8. School District Contribution for Health Insurance for Retirees: Teachers will be eligible under the following conditions:

Subd. 1. Eligibility at 55: This Section will apply to teachers who have completed at least fifteen (15) years of full time continuous service in any position covered under the terms of this agreement with the School District and who are at least fifty-five (55) years of age.

Note: Effective 2012-2013, teachers hired on or after July 1, 2007, shall not qualify for benefits under this section. Those teachers shall qualify for benefits under Section 9, Post-Employment Health Care Accounts.

Subd. 2. Eligibility 50-54: Teachers retiring between the ages of fifty (50) and fifty-four (54) must maintain School District health and hospitalization plans at their own expense until age fifty-five (55) to be eligible for School District contribution at age fifty-five (55).

Subd. 3. Calculation of Benefit: For all eligible teachers, the cumulative total amount will not exceed an amount determined by multiplying the teacher's daily rate of pay at the time of retirement times the number of the teacher's accumulated sick leave days in excess of one hundred and twenty-three (123) days as of the date of retirement. However, the total amount will not exceed \$37,800. The monthly district contribution toward the premium will be determined using the cumulative total amount earned by the teacher divided by the number of months until the teacher qualifies for Medicare. The benefit amount will not exceed 100% of the premium of the insurance plan selected by the teacher. Starting July 1, 2020 with teachers who retire in the 2020-2021 school year, the benefit amount may be used for health insurance contribution, remaining funds may be then used for dental insurance contribution, and then life insurance premiums if Medicare eligible and will not exceed 100% of the premium of the insurance plan selected by the teacher. If the teacher's FTE status is not full time at the time of retirement the benefit will be pro-rated according to the teacher's current FTE.

Subd. 4. Retiree Responsibility: The portion of the premium not contributed by the School District will be borne by the teacher. If a retiree fails to provide the School District with the required contribution within thirty (30) days of the due date, coverage will be canceled.

Subd. 5. Determination of Daily Rate: The teacher's daily rate of pay will be the daily rate at the time of retirement, as provided in the salary schedule for the school year and will not include any additional compensation for extracurricular activities, extended employment, or other extra compensation.

Subd. 6. Termination of Benefit: This insurance contribution will in no event continue beyond the retired teacher's qualification for Medicare or upon the teacher's death, whichever occurs first.

Subd. 7. Exception:

- a. In the event that a retiree, who has accumulated one hundred and fifty (150) or more days of unused sick leave within five years of the planned retirement date and who has experienced a serious illness/disability requiring use of the School District Long-Term Disability Insurance, the School District will provide a base contribution toward the retirees' selected School District health insurance plan in the amount of \$225 per month for up to eighty-four (84) months, not to exceed a total contribution of \$18,900 with the contribution ending when the retiree qualifies for Medicare or upon the death of the teacher, whichever occurs first. An employee who qualifies for this exception must notify Human Resources with the submission of their retirement paperwork.
- b. If the teacher has proof of ~~Lifetime~~ coverage until Medicare eligibility through their spouse or Tricare Coverage through the military, 100% of the incentive will be distributed into the Special Pay Deferral Plan.

Section 9. Post-Employment Health Care Accounts: Employees hired on or after July 1, 2007, and any other employee who opts into this benefit according to this Section, shall no longer receive a district contribution for retiree health insurance. Instead, these employees shall receive an annual contribution to a Post-Employment Health Care Account, subject to the following conditions:

- a. An annual District contribution of \$500.00 shall be made for each enrolled teacher into a Post-Employment Health Care Account, to be used at any time the teacher separates from service with the District. This amount shall be pro-rated based on the teacher's FTE status or equivalent.
- b. Teachers shall become vested in the benefit after achieving continuing contract status or equivalent with the District.
- c. District contributions into the accounts shall be made as soon as practicable after the end of the school year, and each subsequent school year thereafter.
- d. Teachers hired before July 1, 2007 shall have a one-time opportunity to opt into the benefit outlined in this Section. The deadline for opting in was March 1, 2012. Those teachers who opt into the

benefits under this Section shall be subject to the same employee leave benefits as those teachers who were hired on or after July 1, 2007, found in Article ~~IX~~9.

- e. If the teacher has proof of ~~Lifetime~~ coverage until Medicare eligibility through their spouse or Tricare Coverage through the military, 100% of the incentive will be distributed into the Special Pay Deferral Plan.

Section 10. Deferred Compensation Programs: In accordance with Section 403(b) of the Internal Revenue Code and MS 356.24, the School Board will match an amount equal to the minimum match, the maximum match, or any amount in between the contribution of an eligible teacher according to the following schedules towards an approved 403(b) tax sheltered annuity plan. Teachers who have been contributing to a 457 plan prior to the ratification of the 2013-2015 contract will be grandfathered in, with the district contributing matching funds to the 457 plans. Teachers hired on or after July 1, 2014 or new enrollees to the deferred compensation program will have all matching funds contributed to a 403(b) plan.

The plan must meet the School District’s guidelines for approval. The contribution and match are forwarded each pay period to the plan account.

Subd. 1. Service Prior to July 1, 1990 – District Match:

Teachers whose service began prior to July 1, 1990	District Annual Match Effective July 1, 2018
	\$925.00 (\$38.55 per paycheck for 24 pay periods)

Subd. 2. Service After July 1, 1990 – District Match:

Teachers whose service began after July 1, 1990	Minimum District Annual Match	Maximum District Annual Match
	\$480 (\$20.00 per paycheck for 24 pay periods) *\$0.00	\$1,728.00 \$1,800.00 (\$7275.00 per paycheck for 24 pay periods) **

~~*To obtain the above benefit teachers must match at least the minimum amount listed in the table above.~~

~~**Teachers may defer more than the maximum District annual match. Federal law determines the maximum amount an individual can contribute annually.~~

Subd. 2. Eligibility: All teachers are eligible upon first day of service. Participation in the plan will be voluntary and will be governed by the policies and guidelines as defined in the Minnesota State Deferred Compensation Program (Section 457) or Section 403(b) of the Internal Revenue Code.

Section 11. Elementary Parent-Teacher Conferences Compensation: Elementary teachers (PreK-5) will be compensated for each parent-teacher conference ~~held~~ held-scheduled in excess of the established criteria that are part of the two required conference periods (fall and winter/spring). Staffing ratios related to the established criteria in this section will be distributed to Education Minnesota-OSSEO by September 30th each year.

Subd. 1. Rate of Compensation: Elementary classroom teachers (PreK-5), Elementary Speech Pathologists (PreK-5), Elementary English Learner Teachers (PreK-5), and Elementary Occupational Therapists (PreK-5) will be compensated at the rate of \$20.00 per parent-teacher conference ~~held~~ held-scheduled in excess of the established criteria.

Subd. 2. Elementary Classroom Teachers: In excess of thirty-two (32) or the current PreK-12 staffing ratio, whichever is greater.

Subd. 3. Elementary Speech Pathologists: In excess of the current Speech Pathologist staffing ratio.

Subd. 4. English Learner (EL) Teachers: In excess of the current EL staffing ratio.

Subd. 5. Occupational Therapists (OT): In excess of the current OT staffing ratio.

Subd. 6. Qualified Conference: The parent-teacher conferences eligible for this extra compensation are those that are part of the two required conference periods (fall and winter/spring).

Subd. 7. Reporting: Eligible elementary (PreK-5) teachers will submit a timecard indicating the number of conferences ~~held~~ held-scheduled in excess of the established criteria.

~~Subd. 8. Exception: Full-time 1/2-day kindergarten classroom teachers are not eligible to receive this extra compensation unless the total of their conferences held is in excess of twice the established criteria.~~

Section 12. Packing Classroom: Teachers who are required to spend extra time packing and unpacking their classroom, outside the normal workday, due to district direction for the purposes of classroom and/or site construction, will be compensated as follows:

Subd. 1. Building/Classroom Construction: A teacher will be compensated when building or classroom district level construction projects require a teacher to pack all classroom materials and remove them from the classroom.

Subd. 2. Compensation: The teacher will be compensated two hundred fifty dollars (\$250) per move, which includes both packing and unpacking.

ARTICLE VIII GROUP BENEFITS/INSURANCE

Section 1. Eligibility: Full-time teachers who are paid under Schedule A or B are eligible for group insurance. Teachers who work thirty-two (32) or more hours per week (0.8 FTE contract) will be considered full-time for purposes of eligibility for group insurance. Effective July 1, 2020, teachers who submit a leave request to voluntarily reduce their FTE from a 1.0 FTE to between .8-.99 FTE and are

approved for such leave will be ~~considered belowless than~~ full-time and will receive group benefits/insurance outlined in Article ~~X-10~~ Part-Time and Hourly Rate Teachers, Section 1. Health Insurance. Qualifications will include those established by the School Board and the carrier of the coverage (Employee must be in an assignment that has an expected duration of 60 duty days or more).

Section 2. Enrollment: All teachers qualifying will enroll for such coverage in accordance with the procedures established by the School Board.

Section 3. Selection: The School Board will make the selection of insurance carriers and policies. Education Minnesota - OSSEO will have representation on the School District Insurance Advisory Committee.

Subd. 1. District Contributions for Basic Group Health and Hospitalization Plans: The District will contribute up to the following amounts towards the District’s Group Health Insurance premiums for full time employees. Any portion of the premium that exceeds the District contribution will be paid by the employee and paid by payroll deduction.

Effective July 1, ~~2021-2023~~ – December 31, ~~2024~~³

	Single	Employee +1	Family
High*	\$598.41 \$580.98	\$924.01 \$897.10	\$1,480.46 \$1,437.34
Value	\$701.67 \$624.48	\$951.73 \$897.10	\$1,524.87 \$1,437.34
HSA Plan	\$545.79 \$485.75	\$1,027.62 \$950.18	\$1,642.77 \$1,518.97

Effective January 1, ~~2024~~ – December 31, ~~2024~~⁴

	Single	Employee +1	Family
High*	\$598.41	\$924.01	\$1,480.46
Value	\$736.75 \$661.95	\$999.32 \$924.01	\$1,601.11 \$1,480.46
HSA Plan	\$573.08 \$514.90	\$1,079.00 \$997.69	\$1,724.91 \$1,594.92

Effective January 1, ~~2023-2025~~ – June 30, ~~2023~~²⁰²⁵

	Single	Employee +1	Family
High*	\$598.41	\$924.01	\$1,480.46
Value	\$780.96 \$701.67	\$1,059.28 \$951.73	\$1,697.18 \$1,524.87
HSA Plan	\$613.20 \$545.79	\$1,154.53 \$1,027.62	\$1,845.65 \$1,642.77

*The High Plan ~~will is~~ no longer ~~be~~ available for new enrollment ~~during the open enrollment period in October of 2022~~. All existing members of the High Plan ~~at that time~~ will continue to receive the district contribution to the High Plan health insurance as indicated in the table ~~above, labeled “Effective January 1, 2023 – June 30, 2023.”~~

District contributions to the HSA trust account will be made each month. Contributions for July will be made at the same time as the August contribution. In the event of hardship, the parties agree to meet and confer to discuss alternatives to the contribution timelines.

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- Single HSA Coverage: \$200 per month
- Employee +1 Coverage: \$400 per month
- Family Coverage: \$400 per month

The school district will pay all administrative fees associated with the plan.

- e. Married Couples in District with Family Coverage: When a teacher and their spouse are both employed by the School District and are eligible for the School District's group health and hospitalization plan, and both employees enroll in the same hospitalization plan, the full premium will be paid by the School District.
- f. Disability Coverage: Teachers who have been approved for benefits under the School District's long term disability insurance plan or the Workers' Compensation Act and who previously enrolled in the School District's health and hospitalization, dental and life insurance benefits will have these benefits maintained for a period of one (1) year from the date of qualification for the disability benefit. Thereafter, these benefits will be available to the teacher at their expense subject to the provisions of the insurance carrier plan description.

Subd. 2. Group Term Life Insurance: The School District will pay the full premium for each \$1,000 of coverage for group term life insurance for all full-time teachers who qualify for and enroll in the existing group term life insurance plan of the School District. Full-time teachers who qualify and enroll will be insured with \$50,000 of group term life insurance.

Subd. 3. Supplemental Group Term Life Insurance: Full-time teachers will have the option, subject to the conditions established by the School District's carrier for group term life insurance as provided in Subd. 2. of this Section, to purchase supplemental group term life insurance in the amounts of \$50,000, \$75,000, \$100,000, \$125,000 or \$150,000 not to exceed 3x annual salary. The cost of the supplemental coverage will be borne by the teacher and paid by payroll deductions.

Subd. 4. Long-Term Disability Income Protection: The School District will pay the full premium for coverage in the existing long-term disability income protection plan for all full-time teachers who qualify for and enroll in such coverage. This coverage will apply to the base annual salary. See MOU Long-Term Disability Coverage for Mental Health & Chemical Dependency.

Subd. 5. Dental Insurance:

- a. Single Coverage: The School District will pay up to \$28.00 per month for individual coverage for each full-time teacher who qualifies for and enrolls in the School District's group dental insurance plan.
- b. Family Coverage: The premium cost of the family/dependent coverage for each full-time teacher who qualifies for and enrolls in the School District's group dental insurance plan and who qualifies for family/dependent coverage will be paid in total by the teacher and paid by payroll deduction minus the School District's contribution for single coverage. Whether the School District offers family/dependent coverage is subject to the conditions as established by the carrier(s).

Section 4. Coverage Waiver: Employees will be allowed to waive health coverage in the District's health plan upon sufficient proof that the employee has obtained group health coverage through another source

(e.g. spouse). The Human Resources department shall determine the basis for sufficient documentation of group coverage from another source. The District retains the right to re-examine waiver of health coverage on a year-to-year basis.

Section 5. Claims Against the School District: It is understood that the School District's obligation is to purchase an insurance policy and pay such amount as agreed to herein and no claim will be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

Section 6. Duration of Insurance Contribution: A teacher is eligible for School District contributions as provided in this Article. Upon termination of employment, all School District participation and contributions will cease effective on the last day of the month in which employment terminates. However, terminated probationary teachers whose employment ends in June, and who have exercised their COBRA rights, and are rehired prior to September 15th of the same year will have their July and August health and hospitalization insurance premium contributions reimbursed at the same rate as the District would have provided for single coverage had the separation of service not occurred. Teachers who resign from employment in August of the current school year will reimburse the School District for insurance premium contributions paid by the School District on the employee's behalf for July and August of the current school year.

Section 7. Insurance Program Eligibility in the Event of Retirement: A teacher who retires is eligible to participate in the health and hospitalization and dental plans of the School District but must pay the entire premium for the plans selected subject to Section 8 of Article ~~VII~~7. The right to continue participation in a group plan is mandated by Minnesota Statute. Such plans will be in accordance with conditions of the carrier and/or until they qualify for coverage under another program.

Section 8. Section 125 Plan (Flexible Spending Plan): The School District will provide a Section 125 Plan under the Internal Revenue code for eligible teachers.

Subd. 1. Description: The Section 125 Plan (Flexible Spending Plan) offered by the School District is a plan established to provide a way to save money on costs for medical and dependent care expenses. The three accounts allow payment for health insurance premiums, certain out-of-pocket health care expenses, and dependent care expenses with pre-tax dollars. It is a salary reduction plan permitting participant to choose among more than one benefit. It is classified as a "Cafeteria Plan" for federal income tax purposes.

- a. The plan year is July 1st through June 30th of each year. There are three (3) components to the plan:
 1. District provided health insurance premium deduction with pre-tax dollars.
 2. Dependent care reimbursement account.
 3. Medical expense reimbursement account.
- b. Benefits eligible teachers with assignments greater than or equal to .5 FTE may participate in all components of this Subdivision.

Section 9. Property Damage Reimbursement Plan:

Subd. 1. Purpose: To offer shared-cost loss prevention plan for damages to personal property (including motor vehicles) that occur while the teacher is performing their contracted duty. The plan

is available for reimbursement for loss, damage, or destruction of personal property, including motor vehicles on school property or while the teacher is in the performance of school business. In the case of motor vehicles, reimbursement will not include personal property that is stolen or damaged unless the theft accompanies a personal assault upon the teacher.

Subd. 2. Cost: The School District and Education Minnesota – OSSEO will share the cost of funding the pool. Each will contribute \$2,500 annually until the fund has \$15,000 in assets. At that time contributions will be suspended until the fund drops below \$10,000 in assets at which time the contributions will be reinstated. The School District will fund their portion on June 1st of each year.

Subd. 3. Administration: Education Minnesota – OSSEO will administer the plan and will provide the School District with an annual report.

Subd. 4. Guidelines:

- a. Teachers must contact Education Minnesota – OSSEO to report the incident.
- b. A claim form will be required for reimbursement and all claims must be submitted within forty-five (45) days of the incident.
- c. All claims must include a copy of:
 - A police report
 - Repair estimate
 - Insurance claim (if a claim is filed)
 - Proof of deductible

Subd. 5. Maximum Reimbursement: Maximum reimbursement per loss will be limited to \$750 annually. Payments are limited to the resources in the pool. If claims exceed the amount in the pool, payments will be made on a pro-rata basis. Any monies not claimed will be carried into the next fiscal year.

Subd. 6. Non-reimbursable incidents:

- a. An accident that occurs while the vehicle is moving in a reimbursable activity is not covered.
- b. No reimbursement will be given for damages that occur in conjunction with a moving violation charged to the requesting party.

Subd. 7. Limits: Reimbursement for damages to a teacher’s personal property is limited to those items that are on the premises for the purpose of enhancing the curriculum or the teaching process, or personal property damaged or destroyed as a result of a student assault while the teacher is engaging in the performance of their duties.

**ARTICLE ~~IX~~
LEAVES OF ABSENCE**

Section 1. Sick Leave:

Individuals who report absence for sick/family illness who do not have paid leave time available will be required to supply Human Resources with medical verification for the absence. Continued patterns of

absence without medical verification on defined* high use days or without available paid sick leave time is subject to discipline, up to termination. Absences covered under the Family Medical Leave Act (FMLA) or the Americans with Disabilities Act (ADA) and any applicable federal and/or state statute will be exempt from such discipline.

*High use days will be defined by Human Resources in collaboration with the Union.

Subd. 1. Earn: All teachers will be credited at the beginning of the school year with twelve (12) days of sick leave per year. Teachers working less than a full year will have their sick leave days pro-rated. Effective beginning 2012-2013, teachers hired on or after July 1, 2007, and teachers opting into the Post Employment Health Care Account as referenced in Article ~~VII~~ Section 9 shall be credited with ten (10) days of sick leave at the beginning of the school year.

Subd. 2. Accumulation: Unused sick leave days may accumulate to an unlimited number of days per teacher. ~~Such accrual will be non-retroactive. Effective 2012-2013, teachers hired on or after July 1, 2007, and teachers opting into the Post Employment Health Care Account as referenced in Article VIII Section 9 may accumulate a maximum balance of one hundred (100) days of sick leave.~~

Subd. 3. Use:

- a. Sick leave with pay will be allowed by the School District whenever a teacher's absence is found to have been due to illness which prevented their attendance at school and performance of duties on that day or days during the regular school year, provided that the teacher has unused sick leave at the time of such absence.
- b. Sick leave may also be used for the illness of a child including an adult child, spouse, parent, guardian, stepparent, sibling, grandparent, or any other relative or non-relative who stands in the same relationship with the teacher as determined by Human Resources provided the teacher has unused sick leave at the time of such absence.

Subd. 4. Summer School: Deduction of accrued sick leave during summer school teaching is one (1) day for two sessions and one-half (1/2) day for one session.

Subd. 5. Use - Pregnancy: A teacher may utilize available sick leave, subject to the provisions of this Section and Section 9 of this Article, for periods of disability relating to pregnancy, miscarriage, abortion or childbirth. A teacher will notify the Director, Human Resources in writing no later than the end of the sixth month of pregnancy indicating their intention to utilize sick leave, and also at such time will provide a physician's statement indicating the estimated date of delivery of the child and estimated time of confinement. A licensed physician will determine the definition of disability.

- a. A teacher (other than the mother) may utilize up to thirty (30) days of sick leave in connection with the birth of their child, without access to the Extended Illness Sick Leave Pool. The thirty (30) days of sick leave must be used within six (6) weeks surrounding the birth of the child.
- b. A teacher may utilize up to thirty (30) days of sick leave for the adoption of a child, without access to the Extended Illness Sick Leave Pool, subject to the provisions of this Section and Section 9 of this Article.

Subd. 6. Medical Verification: If the duration of an absence extends past five (5) days, and there is a question as to the eligibility for sick leave, the Director, Human Resources reserves the right to verify the illness. In the event that medical verification is required, the Director, Human Resources will notify the teacher. Education Minnesota – OSSEO will receive a copy of any request for verification. In special circumstances, Human Resources reserves the right to obtain medical verification for an absence of fewer than six (6) days.

Subd. 7. Deduction: Sick leave allowed will be deducted from the teacher's accrued sick leave days.

Subd. 8. Excess Use: Any days used in excess of the number of days of accrued sick leave will be deducted from the teacher's salary.

Subd. 9. Use - Absences Covered by Workers' Compensation and/or Long-term Disability (LTD):
This subdivision is subject to the provisions of the carrier plan descriptions.

- a. Upon the request of a teacher who is absent from work as a result of a compensable injury incurred in the service of the School District under the provisions of the Workers' Compensation Act and/or an absence covered by the School District's long-term disability insurance, the School District will pay the difference between the compensation received pursuant to the Workers' Compensation Act and/or LTD by the teacher and the teacher's base rate of pay to the extent of the teacher's earned accrual of sick leave.
- b. A deduction will be made from the teacher's accrued sick leave according to the pro-rata portion of days of sick leave which is used to supplement workers' compensation and/or LTD payments.
- c. Such payment will be paid by the School District to the teacher only during the period of disability. In no event will the additional compensation paid to the teacher by virtue of sick leave pay result in the payment of a total daily, weekly, or monthly compensation that exceeds the base compensation of the teacher.
- d. A teacher who is absent from work as a result of an injury compensable under the Workers' Compensation Act and/or an absence qualifying the teacher for LTD payments who elects to receive sick leave pursuant to this Agreement, will submit their workers' compensation check and/or LTD payment, endorsed to the School District prior to receiving payment from the School District for this absence.
- e. A teacher who is unable to perform teaching duties and responsibilities due to a physical assault resulting in an injury which occurs while on duty as a result of a work-related incident will be entitled to compensation without use of sick leave for ~~the first three (3)~~ up to fifteen (15) days of absence per incident. Any additional days needed by the employee without the use of sick leave will be mutually agreed to in collaboration between the district and union ~~up to a total of fifteen (15) days~~. The district may require employee to be seen by a district selected medical provider and provide documentation that outlines return to work conditions. Thereafter, the compensation will be paid per a. through e. of this Subdivision.
- f. If a teacher incurs an injury as described in e. of this Subdivision, and such injury causes the teacher to work less than their contracted FTE, the School District will continue to contribute

its share of the cost of the health and hospitalization insurance plan in which the teacher is enrolled.

Subd. 10. Extended Illness Sick Leave Pool: The School District will maintain an extended illness sick leave pool. The pool will have an open enrollment period within thirty (30) days of each contract ratification (Refer to the Memo of Understanding titled "Extended Illness Sick Leave Pool Procedures").

- Membership in the Extended Illness Sick Leave Pool is mandatory for all teachers hired after June 30, 2004.

Section 2. Family Illness Leave:

Subd. 1. Use: Teachers may be granted up to a maximum of ten (10) days absence per year for illness in the teacher's or spouse's immediate family that may or may not otherwise be covered under the Family and Medical Leave Act (FMLA) and/or state statute. The immediate family will include parent, sister, brother, spouse, son, daughter, son-in-law, daughter-in-law, grandparent, grandchildren, guardian and any other relative or non-relative who stands in the same relationship with the teacher. Such absences will be deducted from accrued sick leave. If the teacher does not have sufficient accrued sick leave, the cost of a substitute rate of pay will be deducted from the teacher's salary.

Section 3. Bereavement Leave:

Subd. 1. Use - Immediate Family: Teachers will be granted up to five (5) days for absence due to death of each member of the teacher's or spouse's immediate family. The immediate family will include parent, sister, brother, spouse, son, daughter, son-in-law, daughter-in-law, grandparent, grandchildren, guardian and any other relative or non-relative who stands in the same relationship with the teacher. Such absences will be deducted from accrued sick leave.

If the teacher does not have sufficient accrued sick leave, the cost of the substitute rate of pay will be deducted from the teacher's salary. Additional absence, but not to exceed five (5) additional days may be granted with the cost of the substitute rate of pay to be deducted from the teacher's salary. Exceptions to the immediate family designations may be granted with pre-approval of Human Resources in extenuating circumstances.

Subd. 2. Use - Not Immediate Family: Absence due to the death of a person not listed in Subd. 1. of this Section will be limited to one (1) day per occurrence. Such absence will be deducted from accrued sick leave. If the teacher does not have sufficient accrued sick leave, the cost of a substitute rate of pay will be deducted from the teacher's salary for each occurrence. Exceptions may be granted with approval of Human Resources in extenuating circumstances.

Section 4. Jury Service Leave:

An employee summoned to jury duty will be granted time off with pay.

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Subd. 1. Notice to School District: ~~Teachers-Employees~~ who receive a summons ~~for jury service~~ are to ~~notify-call and/or email the~~ Human Resources ~~Attendance Specialist and their supervisor~~ immediately to notify them of the proposed dates of service.

Subd. 2. Remittance of Stipend: ~~Teachers~~ Employees who receive a stipend for jury ~~service~~ will ~~duty~~ are to reimburse the School District for the amount received, minus the mileage ~~and parking expense~~ allowance if they were on jury ~~service~~ duty during ~~a duty day~~ school time.

Subd. 3. Commencement of Leave: Employees on-call for jury duty will need to report to work until they are summoned to appear for jury duty. Failure to do so will result in a deduction of pay for the days of work missed.

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Subd. 34. Pay: ~~Teachers~~ Employees will have no loss of pay as a result of jury ~~service~~ duty if the provisions of Subd. 1: ~~and through 23; of this Section~~ are met. ~~Failure to do so will result in the deduction of a substitute rate of pay from the teacher's salary.~~

Section 5. Court Appearance Leave:

Subd. 1. Request of School District: When the School District is a party in a litigation and a teacher of the School District appears at the request of the School District or as codefendant in a case against the School District, the teacher will be entitled to their pay and no deduction of any leave provision will be charged to the teacher.

Subd. 2. Other Requests: If a teacher receives a notice to supply information or testify in a civil or criminal court proceeding as a result of their employment, they must notify their principal/supervisor and the Director, Human Resources. If the teacher must appear at the proceeding, the teacher will be entitled to their pay and no deductions of any leave provisions will be charged to the teacher. If the matter is a result of actions for which the teacher has been found to have acted improperly and thus disciplined by the Director, Human Resources, the day(s) absent will be deducted from personal leave or short-term leave referenced in this Article.

Subd. 3. Action Against School Board/District: If the matter is a result of actions by the teacher against the School Board/District, the day(s) absent will be deducted from personal leave or short-term leave referenced in this Article. Additional short-term leave will be granted if necessary.

Section 6. Personal Leave:

Subd. 1. Purpose: A teacher will be credited one (1) personal leave day each year, accumulative to five (5) days. Effective beginning 2012-2013, teachers hired on or after July 1, 2007, and teachers opting into the Post Employment Health Care Account as referenced in Article ~~VII~~ 7, Section 9 shall be credited with two (2) personal leave days each year. Personal leave may be used for activities requiring the teacher's personal attention not covered under other provisions of this Agreement.

Subd. 2. Request: Requests for personal leave must be made to Human Resources at least three (3) days in advance of the leave, except in the event of emergencies.

Subd. 3. Limit 4%: At no time will more than four percent (4%) of the teachers be granted leave under this section.

Subd. 4. Additional Days: May be granted after the exhaustion of personal leave days under the following provisions and cannot be accumulated:

- a. **Sick Leave Deduction:** Two (2) additional days under the provisions of this section may be granted after the teacher has attained Continuing Contract status. These days will be deducted from the teacher's accrual of sick leave. Effective beginning 2012-2013, this provision shall not apply to teachers hired on or after July 1, 2007, and teachers opting into the Post Employment Health Care Account as referenced in Article ~~VII~~7, Section 9.
- b. **Salary Deduction:** Two (2) additional days under the provisions of this section may be granted, with the deduction of a substitute rate of pay from the teacher's salary.

Subd. 5. Exclusion: A personal leave day may be granted on the first or last day of the student school year. However, the leave will only be granted in rare and special circumstances with written explanation by the teacher and approval of the Director, Human Resources.

Section 7. Sabbatical Leave:

Subd. 1. Purpose: A maximum of one (1) year may be granted to full-time teachers for the purpose of professional improvement through study, subject to the conditions established by the School Board. The minimum length of time that may be granted for a sabbatical leave is one (1) trimester. A sabbatical leave will not be granted for more than an accumulative total of one (1) year to any teacher in the School District during the duration of their service.

Subd. 2. Eligibility: To be eligible for sabbatical leave, a teacher must have completed seven (7) years of employment as a teacher in the School District.

Subd. 3. Prior Approval: Sabbatical leave for study will be limited to teachers centering their study in their areas of major concentration and will not be used for retraining in a new area except at the request of the administration. The Director, Human Resources, must approve the proposed program of study in advance.

Subd. 4. Request Deadline: Applications for full-year sabbatical leaves will be submitted in writing to the Director, Human Resources at the earliest possible date, but in no case later than March 1st, prior to the school year in which the leave is to be taken. Applications for sabbatical leaves of less than a full year must be submitted in writing to the Director of Human Resources at least three (3) months prior to the beginning date of the sabbatical leave being sought.

Subd. 5. Application: The application for a sabbatical leave will contain a detailed description of the intended activity and expected benefit to the School District including, but not limited to, the institution where study will take place, courses, and number of credits to be carried, and all other details surrounding the program.

Subd. 6. Limit 1-½ %: The number of teachers on sabbatical leaves at any one time will be limited to one and one-half percent (1-½ %) of the full-time teachers at the School District.

Subd. 7. Selection: If the number of requests for sabbatical leave exceeds the limitation, priority will be given on the basis of length of service, contribution to the school system, and the equitable distribution of leaves among the various departments of the School District. The granting of sabbatical leave, however, is purely within the discretion of the School Board and the School Board reserves the

right to refuse to grant any and all sabbatical leaves if, in the judgment of the School Board, such leaves should not be granted.

Subd. 8. Calculation of Pay: The allowance granted to a teacher on sabbatical leave will be based on one-half (1/2) the base contract salary of the individual for the school term during which the leave takes place. However, upon request from the teacher on sabbatical leave, the School District will pay seventy-five percent (75%) of the base contract salary during the school term in which the leave takes place. In the school term following the sabbatical leave, twenty-five percent (25%) of the previous school term's base contract salary will be deducted from the teacher's new base contract salary.

Subd. 9. Return to Service: A teacher who is granted a sabbatical leave of one (1) school year must pledge themselves' to teach in the School District for two (2) full years following the termination of the leave. A teacher granted a sabbatical leave of less than one (1) year must pledge themselves' to teach in the School District for one (1) full year following the termination of the leave. If the teacher's service is discontinued for any reason other than the individual's incapacity to teach before the expiration of the time period as stated above, they will pay back to the School District the pro-rata part of the sabbatical allowance.

- Teachers granted sabbatical leave will enter into a written agreement with the School District for the repayment of monies and benefits paid by the School District for the teacher's noncompliance with this Subdivision.

Subd. 10. Return to Position: Upon expiration of the sabbatical leave, the teacher will have the right of returning to the position held prior to the leave unless such position has been discontinued pursuant to MS 122A.40.

Subd. 11. Experience Credit: A teacher who returns from sabbatical leave within the provisions of this section will retain all previous experience credit for pay purposes and any unused leave time accumulated under the provisions of this Agreement at the commencement of the leave. The teacher will not accrue additional experience credit for pay purposes or leave time during the period of absence for sabbatical leave.

Section 8. Child Care/Adoption Leave:

Subd. 1. Purpose: A teacher, upon request, may be granted a leave for the purpose of childcare of a newborn child or for the adoption of a child. The teacher will be required to concurrently take a leave pursuant to the Family/Medical Leave Act (FMLA). This leave will be granted to parents of a newborn or adopted child provided the parents are caring for the child. Teachers may be granted partial leaves of absence appropriate to the job assignment. Elementary classroom teachers (PreK-5) will be granted a .5 FTE or 1.0 FTE leave of absence only.

Subd. 2. Request: A teacher making application for childcare leave will inform the Director, Human Resources in writing of the intention to take the leave at least three (3) calendar months before commencement of the intended leave. For an adoption leave, the teacher will inform the Director, Human Resources in writing, at the earliest opportunity, of the intention to take the leave.

Subd. 3. Use of Sick Leave for Pregnancy: If the reason for the leave is occasioned by pregnancy, a teacher may utilize sick leave pursuant to the sick leave provisions of this Article during a period of

physical disability. A pregnant teacher will also provide at the time of the leave application, a statement from their licensed physician indicating the expected date of delivery (See Section 1 Subd. 5a of this Article for use of sick leave by a teacher (other than the mother) in connection with the birth of their child).

Subd. 4. Use of Sick Leave for Adoption: A teacher may request to use up to thirty (30) days of accumulated sick leave for adoption, without access to the Extended Illness Sick Leave Pool to assist in preparation and legal reasons of the adoption, as well as necessary travel and initial adjustment of the child. These days need not be taken consecutively.

Subd. 5. Date of Leave: The effective beginning date of a childcare/adoption leave, and its duration will be determined by mutual consent between the teacher and the Director, Human Resources. In determining the date of the commencement and duration of the leave, the Director, Human Resources will review each case on its individual merits taking into consideration the following:

- a. The continuity of the instructional program for students. The commencement of the leave should normally coincide with some natural break in the school year, e.g., winter vacation, spring vacation, end of a grading period, the end of the school year or the like.
- b. The request of the teacher.
- c. The specific employment duties of the teacher involved.
- d. The health and welfare of the teacher, unborn child or adopted child.
- e. The recommendation of the teacher's licensed physician.

Subd. 6. Duration: In making a determination concerning the commencement and duration of a childcare/adoption leave, the School District will not in any event be required to:

- a. Grant any leave of more than twelve (12) months in duration.
- b. Permit the teacher to return to their employment prior to the date designated in the request for the leave, unless by mutual agreement of the teacher and the Director, Human Resources.

Subd. 7. Approval of Leave: If the teacher complies with all provisions of this section and a leave is granted by the School District, the teacher will be notified in writing.

Subd. 8. Termination of Leave: Interruption of pregnancy will terminate the leave. Human Resources may require in such cases forty-five (45) day notice to return.

Subd. 9. Reinstatement: A teacher returning from childcare/adoption leave will be re-employed in the position occupied prior to the leave, subject to the following conditions:

- a. The position has not been abolished pursuant to MS 122A.40.
- b. The teacher is not physically or mentally disabled from performing the duties of such position.

Subd. 10. Failure to Return: Failure of the teacher to return pursuant to the date determined in this section will constitute grounds for termination by the School District pursuant to MS 122A.40 unless the School District and the teacher mutually agree to an extension of the leave.

Subd. 11. Probationary Period: The parties agree that the applicable periods of probation for teachers as set forth in Minnesota Statutes are intended to be periods of actual service enabling the School District to have an opportunity to evaluate a teacher's performance. The parties agree, therefore, that periods of time for which the teacher is on childcare/adoption leave will not be counted in determining the completion of the probationary period.

Subd. 12. Experience Credit: A teacher who returns from childcare/adoption leave within the provisions of this Section will retain all previous experience credit for pay purposes and any unused leave time accumulated under the provisions of this Article at the commencement of the leave. The teacher will not accrue additional experience credit for pay purposes or leave time during the period of absence.

Subd. 13. Salary: Any childcare/adoption leave of absence granted under this Section will be a leave without pay except as provided in Section 1 of this Article.

Subd. 14. Insurance: A teacher on childcare/adoption leave of absence is eligible to participate in group insurance programs if permitted under the insurance policy provisions but will pay the entire premium for such programs as the teacher wishes to retain, following FMLA.

Subd. 15. Notification to Return: A teacher on childcare/adoption leave of absence will be sent a contract from Human Resources according to the following schedule:

- a. When the return date of the leave is intended to coincide with the opening of school, notification will be given by April 1st.
- b. At least sixty (60) days prior to the specified return of the leave when such date falls at any other time during the school year.

Subd. 16. Failure to Return Contract: The teacher will lose all re-employment rights if the teacher refuses or fails to return the contract within ten (10) workdays.

Section 9. Union Leave:

Subd. 1. Use: Education Minnesota - OSSEO may be granted leave days each year to conduct the business of the union. If used, the union president will designate these days and in no instance will any one individual be granted more than ten (10) days. The cost of these days will be billed to Education Minnesota - OSSEO in the amount equal to the substitute rate of pay. Request for such leave will be made to the Director, Human Resources at least three (3) days in advance and will state the reason for the proposed leave. The president of Education Minnesota – OSSEO and the Director, Human Resources will meet and confer to discuss such leave when the total amount of leave days exceeds thirty-five (35) days in a year.

Subd. 2. Union President: To provide an efficient means of leadership and participation in appropriate School District governance as outlined by this Agreement, state statutes and rules, and Board of Education policies and procedures, Education Minnesota – OSSEO (EM-O) and the District agree to assign the elected President of EM-O to a full-time, non-teaching assignment to accomplish the tasks outlined above.

- a. EM-O shall purchase and pay for the cost of a teacher to replace the EM-O President. Beginning the 2014-2015 school year, the cost for the replacement teacher shall be \$58,000. Payment shall be made on a quarterly basis as billed by the District.
- b. The EM-O President shall retain all rights as a teacher according to the terms of this Agreement, state statutes and rules, and Board of Education policies and procedures.

Section 10. Negotiation Leave:

Subd. 1. Use: Up to six (6) members of the Education Minnesota - OSSEO’s Negotiations Committee may be granted an appropriate number of days for purposes of collective bargaining with the School Board representative(s). Such days will be scheduled with the mutual consent of the School Board representative(s). There will be no leave deduction for these granted days.

Section 11. Long-Term Leave:

Subd. 1. Eligibility: Teachers with a minimum of three (3) years of experience in the School District may be granted an unpaid leave of absence once every five (5) years.

Subd. 2. Duration: A leave may be granted for a period of time up to one (1) year. Additional leaves may be granted at the discretion of the Director, Human Resources.

Subd. 3. Partial Leaves: Teachers will be granted partial leaves of absence appropriate to the job assignment; however, elementary classroom teachers (PreK-5) will only be granted a .5 FTE or 1.0 FTE leave of absence. Additional leaves may be granted at the discretion of the Director, Human Resources.

Subd. 4. Insurance: A teacher on a long-term leave is eligible to participate in group insurance programs if permitted under the insurance policy provisions but will pay the entire premium for such programs the teacher wishes to retain, commencing with the beginning of the leave.

Subd. 5. Benefit Accrual: A teacher on long-term leave will retain their accrued benefits of the beginning date of the leave. No benefits will accrue during the period the teacher is on leave.

Subd. 6. Purpose: Consideration for granting long-term leaves will be given for:

- | | |
|------------------------------|------------------------------|
| Education | Approved Travel |
| Health | Re-Training or Career Change |
| Election to Political Office | Family Reasons (Issues) |

Subd. 7. Requests: Requests for leaves must be made at least thirty (30) days in advance, except in emergencies, and submitted to the Director, Human Resources for approval.

Subd. 8. Limit 2%: The number of teachers on a long-term leave at any given time will not exceed two percent (2%) of the total teaching staff.

Subd. 9. Notification to Return: A teacher on a long-term leave will be sent a contract from Human Resources according to the following schedule:

- a. When the return date of the leave is intended to coincide with the opening of school, notification will be given by March 1st of the preceding school year.
- b. At least sixty (60) days prior to the specified return of the leave when such date falls at any other time during the school year.

Subd. 10. Reinstatement – Education, Retraining, Career Change, or Family Reasons: An employee returning from long-term leave for education, retraining, career change, or family reasons will be placed on involuntary transfer, subject to ability to perform duties. The teacher may return to the original position by mutual agreement between the teacher and the principal if an opening exists in the building prior to being placed on involuntary transfer.

Subd. 11. Reinstatement – Election to Political Office or Health: An employee returning from long-term leave from election to political office or for health reasons will be re-employed in the position occupied prior to the leave, subject to the following conditions:

- a. That the position has not been abolished pursuant to MS 122A.40.
- b. That the teacher is not physically or mentally disabled from performing the duties of such position.
- c. That the teacher has not been on leave for longer than the equivalent of one (1) FTE year.
- d. That a teacher with more seniority would not be displaced.
- e. If the teacher is on leave for more than the equivalent of one (1) FTE year, the teacher may return to the original building by mutual agreement between the teacher and the principal if an opening exists in the building. If there is not mutual agreement or if a position does not exist at the original building, the teacher will be transferred in accordance with – Teacher Transfer as outlined in Addendum A.

Subd. 12. Failure to Return Contract: The teacher will lose all re-employment rights if the teacher refuses or fails to return the contract by certified mail within ten (10) workdays.

Section 12. Short-Term Leave:

Subd. 1. Salary: Short-term leave will be without pay.

Subd. 2. Duration: Short-term leave may be granted for not more than ten (10) working days during the terms of this Agreement. Short-term leave will only be granted after personal leave is exhausted.

Subd. 3. Requests: Requests for a short-term leave will be made in writing a minimum of five (5) days in advance, except in the case of emergencies.

Subd. 4. Approval: Short-term leave may be granted only in special circumstances and must be approved by the Director, Human Resources.

Subd. 5. Eligibility: Short-term leave will normally be available no more than once every year.

Section 13. Federal Program Leave:

Subd. 1. Eligibility: A teacher who enlists in AmeriCorps VISTA, the Peace Corps or other federal programs may be granted a leave of absence for up to two (2) years. The teacher will not accrue additional experience credit for pay purposes or leave time during the period of absence.

Subd. 2. Insurance: A teacher on a federal program leave is eligible to participate in group insurance programs if permitted under the insurance policy provisions but will pay the entire premium for such programs the teacher retains, commencing with the beginning of the approved leave.

Subd. 3. Benefit Accrual: A teacher on a federal program leave will retain their accrued benefits as of the beginning date of the leave. No benefits will accrue during the period the teacher is on leave.

Subd. 4. Requests: Request for a Federal Program leave must be made at least thirty (30) days in advance, except in emergencies, and submitted to the Director, Human Resources for recommendation.

Subd. 5. Notification to Return: A teacher on a federal program leave will be sent a contract from Human Resources by certified mail according to the following schedule:

- a. When the return date of the leave is intended to coincide with the opening of school, notification must be given by March 1st.
- b. At least sixty (60) days prior to the specified return of the leave when such date falls at any other time during the school year.

Subd. 6. Reinstatement: A teacher returning from a federal program leave will be re-employed in the position occupied prior to the leave, subject to the following conditions:

- a. The position has not been abolished pursuant to MS 122A.40.
- b. The teacher is not physically or mentally disabled from performing the duties of such position.

Subd. 7. Failure to Return Contract: The teacher will lose all re-employment rights if the teacher refuses or fails to return the contract by certified mail within ten (10) workdays following receipt of the letter.

Section 14. Religious Leave:

Subd. 1. Use: Teachers may be granted up to three (3) days of religious leave. Teachers must make application to Human Resources at least three (3) days prior to the date(s) the religious leave is requested. A teacher may utilize provisions outlined in Section 6, Personal Leave, or Section 1, Sick Leave, if so desired, or the teacher may submit a plan to their principal/supervisor to make up the religious days taken at some other pre-arranged time. If an agreement is not reached between the teacher and their supervisor, the plan may be appealed to Human Resources by a representative of Education Minnesota- OSSEO for approval or rejection. If the teacher chooses none of the options as outlined herein, the leave will be granted with full loss of pay.

Section 15. Extended Leave of Absence:

Subd. 1. Authority: Pursuant to MS 122A.46 and MS 354.094, the School Board may grant an extended leave of absence of at least three (3) years but no more than five (5) years. However, the granting of extended leaves of absence is purely within the discretion of the School Board and the

School Board reserves the right to refuse to grant any and all extended leaves, if, in the judgment of the School Board, such leaves should not be granted.

Subd. 2. Conditions: The School Board will consider the granting of extended leaves only under the conditions as they are described in MS 122A.46 and MS 354.094, as of the date of this Agreement.

Subd. 3. Eligibility: Teachers must have a minimum of seven (7) consecutive years of full-time teaching service in the School District and at least ten (10) years of allowable service as defined in MS 354.05, Subd. 13. to be eligible for extended leave of absence.

Subd. 4. Requests: Requests for extended leaves of absence must be submitted to the Director, Human Resources by March 1st of the year preceding the school year for which the extended leave of absence would commence. Requests to begin an extended leave of absence at a time other than the beginning of the school year may be considered by the School District. If approved, the teacher will be granted a long-term leave for the remaining duty days of the current school year and the extended leave of absence will then commence on the first duty day of the following school year.

Subd. 5. Reinstatement: A teacher returning from an extended leave of absence will be reinstated according to the following guidelines and subject to the following conditions:

- a. That the position has not been abolished pursuant to MS 122A.40.
- b. That the teacher is not physically or mentally disabled from performing the duties of such position.
- c. That the teacher has not been on an extended leave of absence for longer than the equivalent of one (1) FTE year (effective with leaves granted beginning with the 2004-2005 school year).
- d. That a teacher with more seniority would not be displaced.
- e. If the teacher is on an extended leave of absence for more than the equivalent of one (1) FTE year, the teacher may return to the original building, by mutual agreement between the teacher and the principal, if an opening exists in the building. If there is not mutual agreement or if a position does not exist at the original building, the teacher will be transferred in accordance with – Teacher Transfer as outlined in Addendum A (effective with leaves granted beginning with the 2004-2005 school year).

Subd. 6. Notification of Return: The District is not obligated to reinstate any teacher who is on an extended leave of absence pursuant to MS 122A.46 unless the teacher advises the School District in writing of the intention to return before February 1st in the school year preceding the school year in which the teacher wishes to return or by February 1st in the calendar year in which the leave is scheduled to terminate.

Subd. 7. Failure to Return Contract: The teacher will lose all re-employment rights if the teacher refuses or fails to return the contract within ten (10) workdays of receiving the contract.

Section 16. Community Connection Leave:

Subd. 1. Use: This paid leave is intended to permit teachers to participate in an opportunity to connect with parents and the community in order to help build community trust and support for Osseo Area Schools.

Subd. 2. Application: A written application will be submitted to Human Resources at least ten (10) days prior to the date of the requested leave. The Director, Human Resources and the President of Education Minnesota - OSSEO will review the application and inform the individual teacher if the leave is approved within three (3) days of receipt of the application.

Subd. 3. Responsibility of Teacher: Each teacher granted a community connection leave will submit a written report to Education Minnesota – OSSEO and Human Resources within two (2) weeks of such leave.

Subd. 4. Limit: A maximum of twenty-five (25) days over the terms of this Agreement for this unit will be reserved for this leave.

Section 17. Unrequested Leave of Absence:

Subd. 1. Purpose and Conditions: The purpose of this article is to implement the provisions of M.S. 122A.40, Subd. 10. The School Board may place on unrequested leave of absence such teachers as may be necessary because of discontinuance of position(s), lack of pupils, financial limitations, or merger of classes. Such leave of absence will continue for a period of five (5) years, after which the right to reinstatement will terminate. The teacher's right to reinstatement will also terminate if the teacher fails to file with the School Board by March 1st of any year, a written statement requesting reinstatement. Such leave will be effective no later than the close of the school year or at such earlier time as mutually agreed between the teacher, Education Minnesota - OSSEO and the School District.

Subd. 2. Seniority: Seniority only applies to Tier 3 and Tier 4 teachers and commences with the first day of continuous teaching service in the School District. A teacher who has acquired continuing contract rights must not be placed on unrequested leave of absence while Tier 1 or Tier 2 teachers are retained in positions for which the teacher who has acquired continuing contract rights is licensed, in the absence of a voluntary movement as outlined in Subd. 11. Continuing contract teachers shall be placed on unrequested leave of absence in the inverse order according to the seniority list as defined in Subd. 4 of this section.

Subd. 3. Exceptions: No teacher, including probationary, shall be placed on ULA if any other teacher employed in the same field, license area, and/or subject matter has been suspended in the last two (2) years.

Subd. 4. Seniority List: Each school year, the School District shall create and share with the union a seniority and licensure list. The list will include the name of every teacher, their seniority date, license tier, and licensure area. The list will be available electronically to all teachers when originally posted and upon any revisions to the list. Any teacher with a correction or omission regarding the seniority and licensure list is required to supply a written request for correction or omission to the list to the Director, Human Resources.

~~a. Beginning with the 2019-2020 school year, it will be noted on the Seniority List that Tier 1 and Tier 2 teachers do not have continuing contract status, nor do they belong to the bargaining unit.~~

Subd. 5. Seniority Accrual Teachers will continue to accrue seniority while on Board approved leaves.

Subd. 6. Seniority Date Effective for the 2005-06 school year and thereafter the original seniority date will be retained by any teacher whose employment has been terminated by resignation or termination pursuant to MINN. STAT. 122A.40 and whose employment was subsequently reinstated by the School District prior to October 1st of the following school year.

Subd. 8. Seniority Tie Breaker: The following steps will be used, in order listed, as a basis for choice between continuing contract teachers of equal seniority for purposes of determining the order of placement on Unrequested Leave of Absence and implementation of involuntary transfer.

- a. Length of continuous teaching experience in the School District, including approved leaves of absence.
- b. Total years of public-school teaching experience.
- c. The lower file folder number as recorded on the teacher's Minnesota teaching license.

Subd. 9. Notification: Teachers placed on such leave will receive notice by June 1st of the school year prior to the commencement of such leave with reasons, therefore.

Subd. 10. Authority: Unrequested leave of absence and recall will be in accordance with MINN. STAT. 122A.40 Subd. 7 and Subd. 11.

Subd. 11. Voluntary Movement: Prior to the start of unrequested leave of absence procedure, teachers may volunteer to move to an assignment for which they are licensed.

- a. After all voluntary movement has concluded teachers will be placed on unrequested leave of absence, in any field in which licensure is required by the state department.
- b. Absent voluntary agreement, a more senior teacher may not be stranded by a less senior teacher. Consequently, when placing one or more teachers on unrequested leave of absence or when recalling one or more teachers from unrequested leave of absence, the District will not reassign a more senior teacher to a different position in order to accommodate the seniority claim of a less senior teacher, unless the more senior teacher has voluntarily agreed to the reassignment pursuant this Article.

Subd. 12. Dropping of License Currently Teaching Under: A teacher shall not be permitted to exercise seniority to displace another teacher in a different licensure area by dropping the license in the subject matter in which the teacher is currently assigned by the School District in order to acquire a different assignment through the ULA process. If a teacher drops the license which qualified the teacher for the teacher's current assignment, the School District may place the teacher on ULA, and the teacher shall have no bumping rights nor realignment rights in another licensure area.

Subd. 13. Years of Service: Any teacher placed on such leave may engage in teaching or any other occupation during such period, may be eligible for unemployment insurance if otherwise eligible for such compensation under the law, and such leave will not result in a loss of credit for years of service in the School District earned prior to the commencement of such leave.

Subd. 14. Reinstatement:

- a. Process: No new teacher at any tier level shall be employed by the School District while any qualified continuing contract teacher is on ULA in the same field, subject matter and same

FTE entitlement. Teachers placed on ULA shall be reinstated to the position(s) from which they have been given leave or any other available positions in the School District in the fields in which they are qualified as such positions become available. The order of the reinstatement shall be in inverse order in which the teachers were placed on ULA.

- b. Notices: When placed on ULA, a teacher must file their name and address, to which any notice of reinstatement or availability of position shall be mailed with the School District Human Resources office. Proof of service by the person in the School District depositing such notice to the teacher at the last known address shall be enough, and the teacher on ULA shall be responsible to provide for forwarding of mail or for address changes. Failure of a notice to reach a teacher shall not be the responsibility of the School District if any notice has been mailed as provided in the article.
- c. Acceptance of Reemployment: If a position that is of the same FTE the teacher was at prior to the leave becomes available for a qualified teacher on ULA, the School District shall mail the notice to such teacher who shall have ten (10) business days from the mailing date to accept reemployment. If a teacher on unrequested leave of absence is offered a position of lesser FTE or outside the field of the position they are on leave from, the teacher may remain on unrequested leave of absence until an equal position is offered or the timeline of 5 years expires. Failure to accept, in writing, within such ten (10) day period shall constitute a waiver on the part of the teacher to any further rights of employment or reinstatement, and that teacher shall forfeit any future reinstatement or employment rights.
- d. Reinstatement Rights: Reinstatement rights shall automatically cease five (5) years from the date ULA was commenced, and no further rights to reinstatement shall exist unless extended by written mutual consent of the School Board, the licensed teacher, and the union.

Subd. 15. Filing of Licenses: In any year in which a reduction of teaching positions is occurring and the School Board is placing teachers on ULA, only those applying for additional licenses, must be submitted to PELSB for filing as of February 20th of such year in order to be considered for purposes of determining ULA for the following school year. A license filed after February 20th shall be considered for purposes of recall but not for the current reduction.

Subd. 16. Effect: This section shall be effective at the beginning date of this Master Agreement and shall be governed by its duration clause. This section shall govern all teachers as defined in Article ~~III~~3, Section 2., of the Master Agreement and shall not be construed to limit the rights of any other licensed employee not covered by the Master Agreement or other Master Agreement affecting such licensed employee.

Subd. 17. Procedure: Any challenge by a teacher who is proposed for placement on ULA or recall therefrom shall be subject to the hearing and review procedures as provided in M.S. 122A.40. Following school board action on discontinued positions and school board action proposing placement of teachers on unrequested leave of absence, each individual teacher proposed for placement on unrequested leave of absence shall receive notice of the proposed placement that:

- a. states the applicable grounds for the proposed placement;
- b. provides notice to the teacher of their right to request a hearing on the proposed placement within 14 days from the receipt of the notice; and

- c. provides notice to the teacher that failure to request a hearing will be deemed an acceptance of the school board's proposed placement action.

Section 18. Eligibility for Leave of Absence Benefits: Teachers who are paid under Salary Schedules A or B are eligible for leave of absence benefits. Unless specifically provided for in this Article, leave of absence benefits are not applicable to summer assignments.

Section 19. Naturalization Leave: Up to three (3) days of sick leave may be used for employees completing the naturalization process. Documentation must be submitted to Human Resources prior to taking the leave.

**ARTICLE ~~X~~10
PART-TIME AND HOURLY RATE TEACHERS**

Section 1. Health Insurance: Teachers working a minimum of 0.5 FTE contract (or equivalent twenty [20] hours per week) and less than 0.8 FTE contract (or equivalent thirty-two [32] hours per week). In addition, beginning July 1, 2020, teachers who have self-elected through a partial leave or permanent reduction to voluntary reduce to .8 - .99 FTE, according to Article ~~VIII~~8, Section 1, are eligible for group insurance in a plan offered by the School District. Enrollment will be voluntary.

Subd. 1. Health and Hospitalization Insurance: Effective January 1, 2020, the School District will pay a pro-rata portion of the premium for single coverage in the plan selected by the teacher:

Maximum District Contribution per Month:

Effective July 1, ~~2021~~2023 – December 31, ~~2021~~2023

High Plan*	Single	Single + 1	Family
.9-.99 FTE	\$538.57 <u>\$522.88</u>	\$831.61 <u>\$439.05</u>	\$1,332.42 <u>\$439.05</u>
.8-.89 FTE	\$478.73 <u>\$464.78</u>	\$739.21 <u>\$439.05</u>	\$1,184.37 <u>\$439.05</u>
.7-.79 FTE	\$431.45 <u>\$406.68</u>	\$465.79 <u>\$439.05</u>	\$465.79 <u>\$439.05</u>
.6-.69 FTE	\$369.81 <u>\$348.58</u>	\$465.79 <u>\$439.05</u>	\$465.79 <u>\$439.05</u>
.5-.59 FTE	\$308.19 <u>\$290.50</u>	\$465.79 <u>\$439.05</u>	\$465.79 <u>\$439.05</u>

Value Plan	Single	Single + 1	Family
.9-.99 FTE	\$631.50 <u>\$562.02</u>	\$856.56 <u>\$439.05</u>	\$1,372.39 <u>\$439.05</u>
.8-.89 FTE	\$561.33 <u>\$499.57</u>	\$761.39 <u>\$439.05</u>	\$1,219.90 <u>\$439.05</u>
.7-.79 FTE	\$470.80 <u>\$443.77</u>	\$465.79 <u>\$439.05</u>	\$465.79 <u>\$439.05</u>
.6-.69 FTE	\$399.75 <u>\$376.80</u>	\$465.79 <u>\$439.05</u>	\$465.79 <u>\$439.05</u>
.5-.59 FTE	\$330.00 <u>\$311.06</u>	\$465.79 <u>\$439.05</u>	\$465.79 <u>\$439.05</u>

HSA	Single	Single + 1	Family
.9-.99 FTE	\$491.21 <u>\$437.18</u>	\$924.86 <u>\$474.61</u>	\$1,478.49 <u>\$474.61</u>
.8-.89 FTE	\$436.63 <u>\$388.60</u>	\$822.10 <u>\$474.61</u>	\$1,314.21 <u>\$474.61</u>

.7-.79 FTE	<u>\$361.68</u> \$340.92	<u>\$513.29</u> \$474.61	<u>\$513.29</u> \$474.61
.6-.69 FTE	<u>\$307.13</u> \$289.50	<u>\$513.29</u> \$474.61	<u>\$513.29</u> \$474.61
.5-.59 FTE	<u>\$253.52</u> \$238.97	<u>\$513.29</u> \$474.61	<u>\$513.29</u> \$474.61

Effective January 1, 2022-2024 – December 31, 2022-2024

High Plan*	Single	Single + 1	Family
.9-.99 FTE	<u>\$538.57</u> \$538.57	<u>\$831.61</u> \$831.61	<u>\$1,332.42</u> \$1,332.41
.8-.89 FTE	<u>\$478.73</u> \$478.73	<u>\$739.21</u> \$739.21	<u>\$1,184.37</u> \$1,184.37
.7-.79 FTE	<u>\$431.45</u> \$418.88	<u>\$465.79</u> \$452.22	<u>\$465.79</u> \$452.22
.6-.69 FTE	<u>\$369.81</u> \$359.04	<u>\$465.79</u> \$452.22	<u>\$465.79</u> \$452.22
.5-.59 FTE	<u>\$308.19</u> \$299.22	<u>\$465.79</u> \$452.22	<u>\$465.79</u> \$452.22

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Value Plan	Single	Single + 1	Family
.9-.99 FTE	<u>\$663.08</u> \$595.76	<u>\$899.39</u> \$831.61	<u>\$1,441.01</u> \$1,332.41
.8-.89 FTE	<u>\$589.40</u> \$529.56	<u>\$799.46</u> \$739.21	<u>\$1,280.90</u> \$1,184.37
.7-.79 FTE	<u>\$494.34</u> \$457.08	<u>\$489.08</u> \$452.22	<u>\$489.08</u> \$452.22
.6-.69 FTE	<u>\$419.74</u> \$388.10	<u>\$489.08</u> \$452.22	<u>\$489.08</u> \$452.22
.5-.59 FTE	<u>\$346.50</u> \$320.39	<u>\$489.08</u> \$452.22	<u>\$489.08</u> \$452.22

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HSA	Single	Single + 1	Family
.9-.99 FTE	<u>\$515.77</u> \$463.42	<u>\$971.10</u> \$897.92	<u>\$1,552.41</u> \$1,435.44
.8-.89 FTE	<u>\$458.46</u> \$411.92	<u>\$863.21</u> \$798.16	<u>\$1,379.92</u> \$1,275.94
.7-.79 FTE	<u>\$379.76</u> \$351.16	<u>\$538.95</u> \$498.34	<u>\$538.95</u> \$498.34
.6-.69 FTE	<u>\$322.49</u> \$298.19	<u>\$538.95</u> \$498.34	<u>\$538.95</u> \$498.34
.5-.59 FTE	<u>\$266.20</u> \$246.14	<u>\$538.95</u> \$498.34	<u>\$538.95</u> \$498.34

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Effective January 1, 2023-2025 – June 30, 2023-2025

High Plan*	Single	Single + 1	Family
.9-.99 FTE	\$538.57	\$831.61	\$1,332.42
.8-.89 FTE	\$478.73	\$739.21	\$1,184.37
.7-.79 FTE	\$431.45	\$465.79	\$465.79
.6-.69 FTE	\$369.81	\$465.79	\$465.79
.5-.59 FTE	\$308.19	\$465.79	\$465.79

Value Plan	Single	Single + 1	Family
.9-.99 FTE	<u>\$702.86</u> \$631.50	<u>\$953.35</u> \$856.56	<u>\$1,527.47</u> \$1,372.39

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.8-.89 FTE	\$624.76 \$561.33	\$847.43 \$761.39	\$1,357.75 \$1,219.90
.7-.79 FTE	\$524.00 \$470.80	\$518.42 \$465.79	\$518.42 \$465.79
.6-.69 FTE	\$444.92 \$399.75	\$518.42 \$465.79	\$518.42 \$465.79
.5-.59 FTE	\$367.29 \$330.00	\$518.42 \$465.79	\$518.42 \$465.79

HSA	Single	Single + 1	Family
.9-.99 FTE	\$551.87 \$491.21	\$1,039.08 \$924.86	\$1,661.08 \$1,478.49
.8-.89 FTE	\$490.55 \$436.63	\$923.63 \$822.10	\$1,476.51 \$1,314.21
.7-.79 FTE	\$406.35 \$361.68	\$576.68 \$513.29	\$576.68 \$513.29
.6-.69 FTE	\$345.06 \$307.13	\$576.68 \$513.29	\$576.68 \$513.29
.5-.59 FTE	\$284.83 \$253.52	\$576.68 \$513.29	\$576.68 \$513.29

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*The High Plan ~~will is~~ no longer ~~be~~ available for new enrollment ~~during the open enrollment period in October of 2022~~. All existing members of the High Plan ~~at that time~~ will continue to receive the district contribution to the High Plan health insurance as indicated in the table ~~labeled "Effective January 1, 2023 - June 30, 2023."~~ above.

- a. The teacher will pay the difference between the School District's contribution and the premium for the selected plan.

High Deductible Health Plan / HSA:

1. For those part-time employees who elect to participate in the High Deductible health plan, the District will make a contribution of \$200.00 monthly to a Health Savings Account (HSA) and \$400 monthly for those who enroll in an employee +1 or family plan. The provisions for July and August contributions and the payment of administrative fees provided to full-time employees shall apply to part-time employees as well.
2. Payment shall be made into the trust account recommended by the School District Insurance Advisory Committee.
3. Teachers working fewer than twenty (20) hours per week or less than a .5 FTE contract will be eligible to purchase a School District group health and hospitalization plan designated specifically for teachers working less than 20 hours per week or less than a .5 FTE contract and subject to conditions established by the carrier. The full cost of the plan will be borne by the teacher and paid by payroll deduction. Teachers working fewer than twenty (20) hours per week or less than a .5 FTE contract who select the deductible plan are not eligible for the HSA contribution.

Section 2. Group Term Life Insurance: The School District will pay the full premium for each \$1,000 of coverage for group term life insurance. The amount of life insurance provided will be \$20,000, subject to the conditions of the carrier.

Section 3. Supplemental Group Term Life Insurance: Teachers working fewer than thirty-two (32) hours per week (.8 FTE contract) will have the option, subject to the conditions established by the School

District's carrier for group term life insurance as provided in Section 2, to purchase supplemental group term life insurance in the amounts of \$50,000, \$75,000, \$100,000, \$125,000 or \$150,000, not to exceed 3x annual salary. The cost of the supplemental coverage will be borne by the teacher and paid by payroll deduction.

Section 4. Long-term Disability Income Protection: The School District will pay the full premium for teacher coverage in the existing long-term disability income protection plan of the School District for teachers who qualify for and enroll in such coverage. This coverage will apply to the base annual salary. See MOU Long-Term Disability Coverage for Mental Health & Chemical Dependency.

Section 5. Leaves of Absence: Teachers working fewer than thirty-two (32) hours per week (.8 FTE contract) will be eligible for leave of absence benefits. Sick leave and personal leave will accrue at the same rate as outlined in Article ~~IX~~9, Sections 1 and 6. The definition of "a day" will be equal to the amount of time for which the teacher is employed. If there is a change of status (full-time to part-time or part-time to full-time), the accrued days will follow the teacher and be equal in value to the teacher's new status.

Section 6. Salary and Rates of Pay: Contracted teachers working fewer than forty (40) hours per week (1.0 FTE contract) will be paid on a pro-rata basis according to the current school year's salary schedule A and B.

Section 7. Attendance at Workshops and Staff Development: Part-time teachers will attend all School District and building level staff development activities on workshop days. Part-time teachers will be paid on a pro rata basis in excess of their regular contracted hours for their attendance at District and building level staff development sessions on workshop days. During sustaining operations, part-time teachers work their regular contract hours.

Subd. 1. Payment for additional hours worked on workshop days: Pro-rata compensation at the full-time rate will be added to the teacher's annual salary and paid in equal increments throughout the year for the additional time teachers are required to be in attendance on workshop days.

Subd. 2. Part time teachers on modified work week schedules: Part time teachers who do not work every day of the school calendar are required to create and submit a work calendar to their principal/director/coordinator. The calendar must include the FTE equivalent of 181 days along with 5 full time staff development days.

- a. When a District workshop falls on the teacher's scheduled workday, the teacher will be required to attend all district and building level staff development sessions.
- b. When a District workshop falls on a teacher's non-scheduled workday, the teacher will be required to attend all district and building level staff development sessions and will exchange days/hours to equal their FTE status.

ARTICLE ~~XI~~11 HOURS OF SERVICE

Section 1. Definitions: The normal work week is forty (40) hours. Teachers will report for duty not less than twenty (20) minutes before the opening of school and will remain twenty (20) minutes after school is dismissed. Teachers will be available for normal duties beyond these times if assigned by the principal.

Section 2. Pupil Supervision: The normal duties include a reasonable share of extracurricular, co-curricular and supervisory activities, as determined by the principal, superintendent, or School Board. In addition to the basic school day or week, teachers may be required by the School Board to participate in school activities.

Section 3. Professional Responsibilities: Normal duties include meetings called by principals, department chairpersons/team leaders and School District administrators, which may necessitate a longer teacher's day or week. Moreover, an important function of a teacher is to work with student(s) and, to accomplish this, a longer teacher's day or week may be necessary.

Section 4. Duty Free Lunch Period: Each teacher will have a duty-free lunch period of thirty (30) minutes.

Section 5. Preparation Time: Teacher preparation time will be as follows:

Subd. 1. Elementary Schools: Sixty (60) minutes per day in two (2) blocks of time no less than 15 minutes per block. Buildings and sites where an alternative scheduling model has been approved by Education Minnesota – OSSEO and the District will be considered to be in compliance with this subdivision.

Subd. 2. Secondary Schools: Fifty (50) to fifty-five (55) minutes per day. Buildings and sites where an alternative scheduling model has been approved by Education Minnesota – OSSEO and the District will be considered to be in compliance with this subdivision.

Subd. 3. Flexibility: For teachers assigned to a position that requires travel between schools, the School District, Education Minnesota - OSSEO and the affected teacher will meet to assure appropriate preparation time and a duty free lunch time is provided daily. This may result in having the preparation time outside the student contact day.

Section 6. Collaborative Time: A minimum of 42 minutes during the contract day will be for teacher collaborative time each week for all teachers starting 2016-2017. Whenever possible, the time will be scheduled as one block of time. The team will determine how the time will be used. This section is also referred to in MOU Collaborative Time. [The District and Union will Meet & Confer to plan and determine days and times for collaborative work.](#)

Section 7. Parent-Teacher Conferences: Within the yearly school calendar, thirty (30) hours or four (4) days will be designated for Parent-Teacher Conferences. However, to best utilize these hours to increase student achievement, the parties acknowledge the opportunity to utilize a portion of these thirty (30) hours to meet the evolving interests of the School Board and Education Minnesota-OSSEO.

This section is not intended to add more responsibilities or greater commitments beyond what is already stated in this agreement. The parties agree that the use of these thirty (30) hours should be used to maximize the time and commitments already being exerted by members of Education Minnesota-OSSEO and the School District.

In exchange for completing 30 hours of conference time outside of the minimum teacher contract day, teachers receive four (4) conference release days. Only time completed outside of the minimum teacher duty day may be counted in the required 30 hours of conference time.

Below is a summary of allowable teacher conference time for the ~~2020-2021~~ school year:

- 1) Up to 6 hours of conference time per year may be dedicated to alternative conferences determined by the site supervisor with input from the site. Alternative conferences may include Curriculum Conferences (Nights), Learning Conferences, Interdisciplinary Team Conferences, Kindergarten Conferences, Advisory Conferences, etc. and will count as a part of the 30 hours of required conference time. This time will be determined and monitored by the site supervisor.

The following guidelines are required for the use of alternative conference time:

- a. Learning Conferences and Curriculum Conference time is limited to a maximum of 3 hours per year.
 - b. Learning Conferences and Curriculum Conference time must include some communication about curriculum, student success, or goals for the class.
 - c. All additional alternative conference time must include face-to-face (may include virtual meetings) contact with families where individual student progress is shared.
- 2) Up to 6 hours of flexible conference time may be used at all school sites to communicate about student progress in a timely manner. The appropriate use of the flexible time includes but is not limited to:
 - Phone calls
 - [Google Meets/Zoom Virtual meetings](#)
 - Email
 - Individual meetings
 - Other technology tools
 - Home visits (approved by the site supervisor)

The 6 hours of flexible time for communication related to a student's progress in class must be documented by each teacher and made available at any time for the site supervisor. This time must be outside of the teacher's minimum workday.

- 3) The remainder of the 30 hours of conference time (minimum of 18 hours) will be traditional, face-to-face, individual conferences with families.

Such use of these thirty (30) hours other than for Parent-Teacher Conferences will be determined only by mutual agreement between Education Minnesota-OSSEO and the School Board through a Labor-Management Committee.

Subd. 1. Part-time Teachers: Part-time teachers' parent-teacher conference hours/days will be prorated according to their FTE contract.

~~Subd. 2. Half-day Programs: Half-day kindergarten and early childhood programs will have thirty (30) hours or four (4) days designated for each half-day session. These half-day kindergarten parent-teacher conference days will be designated in the yearly school calendar.~~

Subd. 32. Conference Dates: The actual conference dates and times will be determined at the building level using an agreed upon decision making process.

Subd. 43. Early Childhood and Elementary: Early Childhood and elementary schools will have two (2) conference periods: Fall and Winter/Spring.

Subd. 54. Secondary: Secondary schools will usually divide their conference times between the three (3) trimesters.

Subd. 65. Special Education Teachers: Special Education Teachers who conduct IEP meetings outside their normal duty day, may exchange up to 6 hours of that meeting time for parent-teacher conference time. The 6 hours of flexible time must be documented by each teacher and made available at any time for the site supervisor.

Section 8. Due Process Time:

Subd. 1. Substitute Required and Related Services Due Process Time: Special education teachers and related services staff may request one (1) day per trimester, or two (2) half-days per trimester for due process time. [Additional days may be requested and granted in collaboration with the building principal and the Student Services Coordinator. If days are denied, staff can appeal to the Director of Student Services.](#) All staff must submit their request at least three (3) days in advance of their due process day via email to the Director of Student Services or ~~designee~~ [Student Services Coordinator](#), and copy their immediate supervisor. The district will cover the cost of the substitute for staff who require a substitute to cover their caseload while taking their due process day. [Related Services](#) – Staff who do not require a substitute for their absence will work with their direct supervisor to designate a regularly scheduled day or two (2) half days per trimester where they will focus their work for the day on due process rather than their regular duties.

Subd. 2. ~~No Substitute Found~~ Due Process Option – No Substitute Available: Staff who require a substitute and were unable to secure ~~a one,~~ [or a teacher's schedule does not allow](#) for their due process time [during the duty day](#) may request up to five (5) hours per trimester outside their regular duty day to complete their due process work. [Additional days may be requested and granted in collaboration with the building principal and the Student Services Coordinator. If days are denied, staff can appeal to the Director of Student Services.](#) Staff will be paid at the teacher hourly rate of pay in Schedule D of the collective bargaining agreement for this additional time.

Subd. 3. Recall for Building/Student Support: Staff who have requested and been approved for a due process day may be required to work their regular assignment and duties on the scheduled due process day based on building and/or student need as determined by the building administrator. In such cases, the staff member will attempt to reschedule the due process day. If the supervisor determines that rescheduling the due process day is not possible, the staff member may request an exception from the Director of Student Services or ~~designee~~ [Student Services Coordinator](#). If the exception is granted, the staff member will receive up to five (5) hours of due process time outside the regular duty day paid at the teacher hourly rate of pay in Schedule D of the collective bargaining agreement.

ARTICLE ~~XII~~ LENGTH OF THE SCHOOL YEAR

Section 1. Teacher Duty Days: The number of teacher duty days will be 186 ~~for the 2019-2020 and 2020-2021 school years. In subsequent years, the School Board will, prior to April 1st of each odd-numbered school year, establish the number of school days and teacher duty days for each of the next two (2) school years. At least one year prior to the school year, the School Board will establish the school year calendar with the 186 teacher duty days.~~ Teachers will perform services on those days as determined by the School Board including those legal holidays on which the School Board is authorized to conduct school, and pursuant to such authority, has determined to conduct school.

Section 2. Modifications in Calendar, Length of School Day:

Subd. 1. Calendar Modifications: In the event of energy shortage, severe weather, or other emergency, the School Board reserves the right to modify the school calendar, and, if school is closed on a normal duty day(s), the teacher will perform duties on such other day(s) in lieu thereof as the School Board will determine, if any.

Subd. 2. Other Modifications: In the event of energy shortage, severe weather, or other emergency, the School Board may modify the duty day or duty week, with the understanding that the total number of hours will not be increased, i.e., a four (4) day week with increased hours per day, but the total weekly hours not more than the regular five (5) day week.

Subd. 3. Compensation Deductions: In the event that teacher duty days are not scheduled for the regular duty year, due to a work stoppage, the teacher's compensation will be reduced pro rata of the teacher's base salary.

Section 3. Meet and Confer: Prior to adjusting the calendar, duty day, or duty week in Section 2 hereof, the School Board will afford Education Minnesota – OSSEO the opportunity to meet and confer on such matters.

ARTICLE ~~XIII~~13
OSSEO AREA LEARNING CENTER (OALC)

Section 1. Osseo Area Learning Center: The Osseo Area Learning Center (OALC) is a unique teaching and learning environment for students who meet entrance eligibility as provided by law and School District procedures.

Subd. 1. The OALC does not mirror existing schools in the School District, as it requires a higher level of flexibility in its programs and operations. It is market driven and focused on the individuality of each student. To meet the needs of individual students, the parties recognize that the OALC is unique because of its mission, facilities and students it serves and accordingly requires particular consideration in this Agreement.

Section 2. Application of Terms and Conditions: Except as provided in this Article, all the provisions of this Agreement will apply to teachers at the OALC.

Section 3. Calendar Year: The calendar year for the OALC will include the regular school year and an Extended Year Program.

Section 4. Extended Year Program Assignments and Independent Study Program Assignments:

Extended Year/Extended Day program assignments and Independent Study Program assignments will be initially posted by the OALC Administration or designee at the program site. Administration will first consider interested teachers at the program site who hold an appropriate license and apply.

Open positions will be posted according to established School District procedures for any Extended Year Program and Independent Study Program position not filled by current site staff. Teaching during the Extended Year Program and the Independent Study Program at the OALC or site will be voluntary. All positions will be posted and hired annually.

Section 5. Extended Year Program Duty Pay: Staff teaching in the Extended Year program will be paid their daily rate of pay on a pro-rata basis from Salary Schedule ~~A~~-B of the prior school year.

Section 6. Independent Study Program Pay for Contracted Teachers: Effective at the start of the 2002 extended learning year program, all Independent Study classes and any other classes taught under the auspices of the OALC (regardless of the specific site of delivery) taught by contracted teachers will be paid on a pro-rata basis.

Subd. 1. Summer Independent Study: The salary used for Independent Study classes taught in the summer will be from Salary Schedule ~~A~~-B for the prior school year.

Subd. 2. Regular School Year Independent Study: The salary used for Independent Study classes taught during the regular school year, will be pro-rata pay, based on the current salary schedule. Pro-rata pay of a contracted teacher is determined from Salary Schedule ~~A~~-B of this Agreement.

Subd. 3. Daily Pro-Rata Pay: Dividing the individual teacher's annual salary from Salary Schedule ~~A~~-B of this Agreement by 186 determines the daily pro-rata pay.

Subd. 4. Hourly Pro-Rata Pay: Hourly pro-rata pay is determined by dividing the amount determined in Subd. 3 of this Section by eight (8).

Section 7. Independent Study Program Hourly Pay for Non-Contracted Teachers: All Independent Study classes and any other classes taught under the auspices of the OALC (regardless of the specific site of delivery) taught by non-contracted teachers will be paid according to Schedule D.

Section 8. Extra Compensation: OALC teachers performing extra duties will be compensated as defined in this Section.

Subd. 1. Co-Curricular Activities: As defined in the PELRA, teachers may apply for and/or be assigned by the administration as advisors or sponsors of activities listed in Schedule C. All openings for extra and co-curricular activities will be posted via an electronic job system for five (5) days. When an opening exists, qualified volunteers within the OALC will be given consideration before an assignment is made. Payments, as reflected in Schedule C, will appear as separate line items on the pay statement.

Section 9. Utilization of Accrued Sick Leave: Utilization of accrued sick leave during the OALC Extended Year Program is one (1) day for two sessions (4 hours) and one-half (1/2) day for one session (2 hours) or full pay deduct.

ARTICLE ~~XIV~~14
**EARLY CHILDHOOD FAMILY EDUCATION, SCHOOL READINESS, PARENT
EDUCATORS, OTHER EARLY CHILDHOOD, AND ADULT BASIC EDUCATION
TEACHERS**

Section 1. Recognition: For the purpose of this Agreement, Early Childhood Family Education (ECFE), School Readiness, Parent Educators, other early childhood, and Adult Basic Education (ABE) teachers are teachers who are in positions which require a Minnesota teaching license and who meet the representation definition of this Agreement in Article ~~III~~3, Section 2.

Section 2. Application of Agreement: All provisions of this Agreement will apply to ECFE, School Readiness, Parent Educators, other early childhood, and ABE teachers. The parties recognize that ECFE, School Readiness, other early childhood, and ABE programs are unique, and market driven and, accordingly, require particular consideration in this Agreement.

Subd. 1. Calendar Year: The calendar year for ECFE, School Readiness, Parent Educators, other early childhood, and ABE teachers may be conducted over the period of the fiscal year on a calendar that may differ from that of the Pre-K-12 programs. The calendar year for ABE teachers typically runs from Workshop Week in August into June of the following calendar year. The program calendar year may vary from school year to school year and written notification from the District/Building-site will be provided to employees indicating tentative assignment, and hours according to the schedule, on or before August 15th prior to the start of the succeeding school year. Additional class offerings will be internally posted and filled.

Subd. 2. Duty Year: The normal ECFE calendar year will consist of 170 duty days. Recognizing the unique nature of the ABE program, the duty year will be assigned by the School District in collaboration with Education Minnesota – OSSEO and may be modified based on the needs of the program.

Section 3. Probationary Period: The probationary period of ECFE, School Readiness, Parent Educators, other early childhood, and ABE teachers will be three (3) years of continuous service. Following the probationary period, teachers may be discharged for just cause. Teachers who hold continuing contract status are subject to provisions as set forth in MS 122A.40.

Section 4. Seniority: Seniority is defined as the teacher’s original continuous employment in a licensed position. ECFE, School Readiness, Parent Educators, other early childhood, and ABE teacher seniority lists will be separate and apart from the seniority list for all other teachers covered under this Agreement with no bumping or recall rights between the groups. ECFE, School Readiness, and other early childhood teachers will have seniority only as an early childhood teacher. ABE teachers will have seniority only as an ABE teacher. ECFE, School Readiness, Parent Educators, other early childhood, and ABE teachers will not have rights to any other teaching position in the School District. In the event of job elimination requiring lay-off, the ULA language from Article ~~IX~~9, Section 17 regarding order of lay off and recall for this group of teachers will apply.

Section 5. Rights of ECFE, School Readiness, Parent Educators, Other Early Childhood, and ABE Teachers: ECFE, School Readiness, Parent Educators, other early childhood, and ABE teacher assignments and working conditions will include but not be limited by Subd. 1.- 10. Of this Section.

Subd. 1. Additional Hours: When additional teaching hours are available, the hours will be offered to teachers based on licensure and seniority with consideration given to class/program schedule, teaching-experience and skills.

Subd. 2. Reduction of Hours: Reduction of hours will take place by reverse seniority. Exception: teachers may have their hours of service reduced for one class per week without regard to seniority. Positions will be eliminated in reverse seniority order. The number of hours assigned to a teacher at the beginning of the school year will be an average of the teacher's fall and spring hours of the previous year.

Subd. 3. ABE Offsite Instructional Hours: Due to the special nature of the offsite workplace environment, the School District will determine which teacher(s) is/are qualified for the position(s) with consideration given to experience and skills. In the event two or more teachers are qualified for the position, the assignment will be offered in order of seniority.

Subd. 4. Contracted Positions:

- a. Whenever a contract position is vacant, the contract will be offered to the most senior hourly teacher in the program who holds the appropriate licensure and has experience in the applicable content area. The position will be offered in order by seniority until accepted. If not accepted, then the position will be posted as a contract position. Only full time, 0.9 FTE or 0.8 FTE contracts will be offered, and the District will not be required to offer contracts less than 0.8 FTE. When an hourly position is converted over to a contracted position or new contract positions are created in a program (ECFE, School Readiness, other early childhood, or ABE), it will be offered to the current staff in that program based on their seniority.
- b. When an hourly teacher takes a contracted position, that teacher will keep their sick leave balance, pro-rated based on their assignment as an hourly teacher. Thereafter, the teacher will continue to accrue sick leave as a contract teacher.
- c. If an hourly teacher maintains a fiscal year FTE status of 0.80 or greater for two consecutive years, that teacher must be offered a temporary contracted position, subject to funding and enrollment, for the following year. The temporary contract may continue for up to a maximum of three (3) years or until the contracted position referenced in Subd. 4.a is vacant, whichever occurs sooner.
- d. The total number of duty days in any full year 1.0 contracted position must reflect a minimum of 170 duty days and can be changed on an annual basis to reflect additional days, depending on the needs of the program, and as determined by supervisor.

Subd. 5. Planning and Prep Time: Each ECFE, School Readiness, Parent Educator, and other early childhood teacher will have five (5) minutes of prep/planning time for each twenty-five (25) minutes of direct contact with program participants. Each ABE teacher will have fifteen (15) minutes of prep/planning time for each sixty (60) minutes of direct contact with program participants.

Subd. 6. Set Up, Take Down, Reorganization Time for Non-Identical Classes at Different Sites: Each ECFE teacher assigned to teach a class offering will have thirty (30) minutes set up time prior to each class and thirty (30) minutes of take down or reorganization time after each class.

Subd. 7. Set Up, Take Down, Reorganization Time for Identical Classes and/or Non-Identical Classes Offered at Same Site: Each ECFE teacher assigned to teach identical classes and/or non-identical classes in a series will have thirty (30) minutes set up time prior to the first class and thirty (30) minutes reorganization time between classes and thirty (30) minutes of take down/reorganization time following the last class in the series.

Subd. 8. Evening and Saturday Assignments: ECFE teachers will not be required to work more than one evening per week and one Saturday per semester. In the event of illness for an ECFE teacher required to work on a Saturday, that teacher shall be allowed to use sick leave regardless of whether a substitute is obtained.

Subd. 9. Classes: The work week for a full-time ECFE teacher will be a maximum of one thousand three hundred eighty (1,380) minutes of student contact time per week.

Subd. 10. Travel or Outreach Assignments: An ECFE teacher assigned to non-District 279 sites and/or assigned outreach teaching will have their schedules modified to meet these programmatic needs.

Section 6. Compensation: ~~Hourly rate~~ ECFE, School Readiness, Parent Educators, other early childhood, Title I ~~Hourly~~, and ABE teachers are paid according to [Schedule A and Schedule B \(Schedule B is the hourly rate equivalent to Schedule A\)](#). ~~Schedule E. Effective July 1, 2020, teachers will be paid at the pro-rata rate according to the appropriate salary schedule.~~

Subd. 1. Initial Salary Schedule Placement: ~~The School District will determine initial salary schedule placement based on teaching experience. Exceptions may be made by mutual agreement with Education Minnesota—OSSEO. The School District will determine initial placement on the Salary Schedule based on teaching experience and education. This applies to all teachers in the bargaining unit. College and charter school teaching experience without a PELSB license will receive 1 year of credit for every 2 years of teaching experience. Human Resources reserves the right to place individuals at a higher step based on recruitment strategic priorities.~~

Subd. 2. Performance Increment Advancement: The School District will grant advancement on the above salary schedule for teaching experience effective at the beginning of the work year, subject to the conditions as stated in Article ~~XV16~~, Duration. A minimum of 85 duty days teaching in this School District in any year of teaching will be required to qualify for a year's experience. Exceptions to performance increment advancement will comply with Minnesota Statutes.

Subd. 3. Substitute Rate of Pay: Substitutes in ECFE, School Readiness, Parent Educators, other early childhood, and ABE programs will be paid hourly according to Schedule D.

ARTICLE ~~XV15~~
GRIEVANCE PROCEDURE

Section 1. Grievance Definition: A grievance will mean an allegation by a teacher resulting in a dispute or disagreement between the teacher and the School Board as to the interpretation or application of the terms and conditions of employment insofar as such matters are contained in this Agreement.

Section 2. Representative:

- a. The teacher, administrator, or School Board may be represented during any step of the procedure by any person or agent designated by such party to act on their behalf.
- b. Education Minnesota – OSSEO may be represented at any level of the grievance procedure.

Section 3. Definitions and Interpretations:

Subd. 1. Extension: Time limits specified in this Agreement may be extended by mutual agreement.

Subd. 2. Days: Reference to days regarding time periods in this procedure will refer to working days. A working day is defined as any weekday not designated as a holiday by the School District. During the summer break period, a working day is defined as any weekday not designated as a holiday by the School District.

Subd. 3. Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event or default for which the designated period of time begins to run will not be included. The last day of the period so computed will be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.

Subd. 4. Filing and Postmark: The filing or service of any notice or document herein will be timely if it bears a postmark of the United States Postal Service within the time period.

Subd. 5. Decisions: All decisions rendered, with the exception of decisions rendered at Level I of this grievance procedure, will be in writing setting forth the decisions and will be transmitted to all parties of interest and to Education Minnesota – OSSEO.

Section 4. Time Limitation and Waiver: Grievances will not be valid for consideration unless the grievance is submitted in writing to the School Board’s designee, setting forth the facts and the specific provision of this Agreement allegedly violated, and the particular relief sought within twenty (20) days after the date the event giving rise to the grievance occurred. Such grievances must be filed in writing first with the principal or supervisor and Human Resources. Human Resources will forward a copy of the written grievance to Education Minnesota – OSSEO. Failure to file any grievance within such period will be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereafter provided will constitute a waiver of the grievance. An effort will first be made to adjust an alleged grievance informally between the teacher and the school board’s designee.

Section 5. Adjustment of Grievances: Any written grievance submitted will be with the consent of Education Minnesota – OSSEO. A teacher filing a written grievance without the consent of Education Minnesota – OSSEO will bear all costs of the grievance. Any decision on any grievance at any level without the presence of Education Minnesota – OSSEO will have no bearing on this Agreement, nor will it set any precedent on this Agreement, or on any future grievance so filed with the consent of Education Minnesota – OSSEO. The School Board, the teacher, and Education Minnesota – OSSEO representative will attempt to adjust grievances that may arise during the course of employment of any teacher within the School District in the following manner.

Subd. 1. Informal Discussions: Before a written grievance is submitted, informal discussions will take place between the aggrieved party, the principal or supervisor and Education Minnesota – OSSEO representative. Through these discussions the parties will attempt to resolve the problem.

Subd. 2. Level I: If the grievance is not resolved through informal discussions, the aggrieved party may submit the grievance in writing to the principal or supervisor. A copy of such written grievance must simultaneously be filed with Human Resources. The Director, Human Resources will set a meeting date within five (5) days of receipt of the written grievance. The Director, Human Resources will give a written decision on the grievance to the parties involved within ten (10) days after the meeting.

Subd. 3. Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the superintendent of schools, provided such appeal is made in writing within five (5) days after receipt of the decision in Level I. If a grievance is properly appealed to the superintendent, the superintendent or designee will set a time to meet regarding the grievance within fifteen (15) days after receipt of the appeal. Within ten (10) days after the meeting, the superintendent or designee will issue a decision in writing to the parties involved.

Subd. 4. Level III: In the event the grievance is not resolved in Level II, the decision rendered may be appealed to the School Board, provided such appeal is made in writing within five (5) days after receipt of the decision in Level II. If a grievance is properly appealed to the School Board, the School Board will set a time to hear the grievance within twenty (20) days after the receipt of the appeal. Within twenty (20) days after the meeting, the School Board will issue its decision in writing to the parties involved. At the option of the School Board, a committee or representative(s) of the School Board may be designated by the School Board to hear the appeal at this level and report its findings and recommendations to the School Board. The School Board will then render its decision.

Section 6. School Board Review: The School Board reserves the right to review any decision issued under Level I or Level II of this procedure provided the School Board or its representative notifies the parties of its intention to review within ten (10) days after the decision has been rendered. In the event the School Board reviews a grievance under this section, the School Board reserves the right to reverse or modify such decision.

Section 7. Arbitration Procedures: In the event that the teacher and the School Board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined herein:

Subd. 1. Request: A request to submit a grievance to arbitration must be in writing signed by the aggrieved party, and such request must be filed in the office of the superintendent within ten (10) days following the decision in Level III of the grievance procedure.

Subd. 2. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties will within ten (10) days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the Bureau of Mediation Services to appoint an arbitrator, pursuant to the PELRA, providing such request is made within twenty (20) days after the request for arbitration. The request will ask that the appointment be made within thirty (30) days after receipt of the request. Failure to agree upon the arbitrator or the failure to request an arbitrator from the Bureau of Mediation Services within the time periods provided herein will constitute a waiver of the grievance.

Subd. 3. Hearing: The grievance will be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties will have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator will be a hearing de novo.

Subd. 4. Decision: The decision by the arbitrator will be rendered within a time schedule mutually agreed to. Decisions and awards by the arbitrator in cases properly before them will be final and binding upon the parties, subject however, to the limitations of the arbitration decisions as provided in the PELRA of 1971, as amended.

Subd. 5. Expenses: Each party will bear its own expenses in connection with arbitration, including expenses relating to the party's representative, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording will be made of the hearing at the request of either party. The parties will share, equally, fees and expenses of the arbitrator and any other expenses that the parties mutually agree are necessary for the conduct of the arbitration. The cost of a transcript or recording will be borne by the party requesting it.

Subd. 6. Jurisdiction: The arbitrator will have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator will not extend to proposed changes in terms and conditions of employment as defined herein and contained in this Agreement; nor will an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein; nor will the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which will include but are not limited to such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issue in dispute, in its order, the arbitrator will give due consideration to the statutory rights and obligations of the School Board to manage efficiently and conduct its operation within the legal limitations surrounding the financing of such operations.

Section 8. General:

Subd. 1. Reprisals: No reprisals of any kind will be taken by the School Board or by any member of the administration against any aggrieved person, any representative of an aggrieved person, or any other participants in the grievance procedure by reason of such participation.

Subd. 2. Teacher Rights: Nothing herein will be construed to limit, impair, or affect the right of any teacher, or group of teachers, as provided in state statutes.

**ARTICLE ~~XVI~~16
DURATION**

Section 1. Terms and Reopening Negotiations: This Agreement will remain in full force and effect for a period commencing upon the date of its execution through June 30, ~~2023~~2025, and thereafter until modifications are made pursuant to the PELRA. In the event a successor Agreement is not entered into prior to the commencement of school in ~~2023~~2025, a teacher will be compensated according to the last

individual contract executed between the teacher and the School Board until such time that a successor Agreement is executed. If the exclusive representative desires to modify or amend this Agreement commencing on July 1, ~~2023~~2025, it will give written notice of such intent no later than April 1, ~~2023~~2025.

- If such notice is not served, the School Board will not be required to negotiate any terms of employment for the following school year. Unless otherwise mutually agreed, the parties will not commence negotiations more than one hundred twenty (120) days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete agreement between the School Board and Education Minnesota – OSSEO representing the teachers of Independent School District 279. The provisions herein relating to the terms and conditions of employment, supersede any and all prior agreements, resolutions, practices, School District policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions. All matters not covered by this Agreement are hereby reserved to the School Board.

Section 3. Finality: Any matters relating to the current contract term, whether or not referred to in this Agreement, will not be open for negotiations during the term of this Agreement except as provided in Article ~~XVI~~16, Section 5.

Section 4. Severability: The provisions of this Agreement will be severable, and if any provision thereof or any such provision under any circumstances is held invalid, it will not affect any other provisions of this Agreement or the application of any provision thereof.

Section 5. Savings Clause: Any provision of this Agreement found to be in violation of any applicable laws, rules, regulations, directives, or orders will be subject to renegotiation insofar as any provision is in violation of such applicable laws, rules, regulations, directives, or orders.

SCHEDULES AND RATES OF PAY
Initial Placement Schedule

*Teachers who are beginning their 1st, 2nd, or 3rd year teaching will be placed on Step A. The numbers in the first column of this table represent the year in which you are currently teaching.

Lane	I BA	II Q BA+15 S BA+10	III Q BA+30 S BA+20	IV Q BA+45 S BA+30	V MA	VI Q MA+15 S MA+20	VII Q MA+30 S MA+20	VIII Q MA+45 S MA+30
A (1, 2,3)	\$50,271 \$46,044	\$51,835 \$47,477	\$53,201 \$48,728	\$55,089 \$50,457	\$61,021 \$55,890	\$62,945 \$57,652	\$65,030 \$59,562	\$67,149 \$61,503
B (4)	\$51,835 \$47,477	\$52,892 \$48,445	\$54,876 \$50,263	\$56,824 \$52,047	\$62,945 \$57,652	\$64,933 \$59,474	\$67,083 \$61,443	\$69,273 \$63,448
C (5)	\$52,892 \$48,445	\$54,557 \$49,970	\$56,605 \$51,846	\$58,617 \$53,689	\$64,933 \$59,474	\$66,987 \$61,354	\$69,205 \$63,387	\$71,461 \$65,452
D (6)	\$54,346 \$49,777	\$56,058 \$51,345	\$58,164 \$53,274	\$60,466 \$55,382	\$66,987 \$61,354	\$69,106 \$63,295	\$71,392 \$65,389	\$73,723 \$67,524

E (7)	<u>\$56,058</u>	<u>\$57,826</u>	<u>\$59,998</u>	<u>\$62,375</u>	<u>\$69,106</u>	<u>\$71,288</u>	<u>\$73,653</u>	<u>\$76,054</u>
	\$51,345	\$52,965	\$54,954	\$57,130	\$63,295	\$65,294	\$67,460	\$69,659
F (8)	<u>\$57,826</u>	<u>\$59,648</u>	<u>\$61,892</u>	<u>\$64,344</u>	<u>\$71,288</u>	<u>\$73,545</u>	<u>\$75,980</u>	<u>\$78,459</u>
	\$52,965	\$54,633	\$56,689	\$58,934	\$65,294	\$67,361	\$69,592	\$71,862
G (9)	<u>\$59,648</u>	<u>\$61,532</u>	<u>\$63,848</u>	<u>\$66,376</u>	<u>\$73,545</u>	<u>\$75,870</u>	<u>\$78,383</u>	<u>\$80,945</u>
	\$54,633	\$56,358	\$58,480	\$60,795	\$67,361	\$69,491	\$71,793	\$74,139
H (10)	<u>\$60,803</u>	<u>\$63,476</u>	<u>\$65,862</u>	<u>\$68,851</u>	<u>\$75,870</u>	<u>\$78,269</u>	<u>\$80,864</u>	<u>\$83,506</u>
	\$55,690	\$58,139	\$60,324	\$63,063	\$69,491	\$71,689	\$74,065	\$76,485
I (11)	<u>\$63,553</u>	<u>\$66,493</u>	<u>\$70,100</u>	<u>\$73,390</u>	<u>\$81,264</u>	<u>\$83,546</u>	<u>\$85,959</u>	<u>\$88,402</u>
	\$58,209	\$60,902	\$64,206	\$67,219	\$74,431	\$76,521	\$78,731	\$80,969
J (12)	<u>\$64,389</u>	<u>\$67,328</u>	<u>\$70,935</u>	<u>\$74,225</u>	<u>\$82,099</u>	<u>\$84,381</u>	<u>\$86,794</u>	<u>\$89,237</u>
	\$59,209	\$60,902	\$64,206	\$67,984	\$75,196	\$77,286	\$79,496	\$81,734
K (13, 14, 15)	<u>\$65,326</u>	<u>\$68,265</u>	<u>\$71,516</u>	<u>\$76,312</u>	<u>\$84,337</u>	<u>\$86,771</u>	<u>\$89,335</u>	<u>\$92,001</u>
	\$59,833	\$62,525	\$65,503	\$69,896	\$77,246	\$79,474	\$81,823	\$84,265
L (16, 17, 18)	<u>\$67,099</u>	<u>\$70,038</u>	<u>\$73,299</u>	<u>\$78,109</u>	<u>\$86,286</u>	<u>\$88,868</u>	<u>\$91,583</u>	<u>\$95,234</u>
	\$61,457	\$64,150	\$67,136	\$71,542	\$79,031	\$81,396	\$83,883	\$87,226
M (19, 20, 21)	<u>\$68,871</u>	<u>\$71,812</u>	<u>\$75,084</u>	<u>\$79,901</u>	<u>\$88,234</u>	<u>\$90,964</u>	<u>\$93,837</u>	<u>\$98,688</u>
	\$63,081	\$65,774	\$68,770	\$73,183	\$80,816	\$83,316	\$85,946	\$90,390
N (22)	<u>\$71,206</u>	<u>\$74,206</u>	<u>\$77,552</u>	<u>\$83,710</u>	<u>\$92,355</u>	<u>\$95,296</u>	<u>\$98,357</u>	<u>\$106,000</u>
	\$65,219	\$67,967	\$71,031	\$76,671	\$84,590	\$87,283	\$90,087	\$96,900

**SCHEDULE A: ~~2021-2022~~ Salary Schedule
2023-2024**

Q = Quarter Hours S = Semester Hours

Lane	I BA	II Q BA+15 S BA+10	III Q BA+30 S BA+20	IV Q BA+45 S BA+30	V MA	VI Q MA+15 S MA+10	VII Q MA+30 S MA+20	VIII Q MA +45 S MA+30
A	\$50,271 \$46,044	\$51,835 \$47,477	\$53,201 \$48,728	\$55,089 \$50,457	\$61,021 \$55,890	\$62,945 \$57,652	\$65,030 \$59,562	\$67,149 \$61,503
B	\$51,835 \$47,477	\$52,892 \$48,445	\$54,876 \$50,263	\$56,824 \$52,047	\$62,945 \$57,652	\$64,933 \$59,474	\$67,083 \$61,443	\$69,273 \$63,448
C	\$52,892 \$48,445	\$54,557 \$49,970	\$56,605 \$51,846	\$58,617 \$53,689	\$64,933 \$59,474	\$66,987 \$61,354	\$69,205 \$63,387	\$71,461 \$65,452
D	\$54,346 \$49,777	\$56,058 \$51,345	\$58,164 \$53,274	\$60,466 \$55,382	\$66,987 \$61,354	\$69,106 \$63,295	\$71,392 \$65,389	\$73,723 \$67,524
E	\$56,058 \$51,345	\$57,826 \$52,965	\$59,998 \$54,954	\$62,375 \$57,130	\$69,106 \$63,295	\$71,288 \$65,294	\$73,653 \$67,460	\$76,054 \$69,659
F	\$57,826 \$52,965	\$59,648 \$54,633	\$61,892 \$56,689	\$64,344 \$58,934	\$71,288 \$65,294	\$73,545 \$67,361	\$75,980 \$69,592	\$78,459 \$71,862
G	\$59,648 \$54,633	\$61,532 \$56,358	\$63,848 \$58,480	\$66,376 \$60,795	\$73,545 \$67,361	\$75,870 \$69,491	\$78,383 \$71,793	\$80,945 \$74,139
H	\$60,803 \$55,690	\$63,476 \$58,139	\$65,862 \$60,324	\$68,851 \$63,063	\$75,870 \$69,491	\$78,269 \$71,689	\$80,864 \$74,065	\$83,506 \$76,485
I	\$63,553 \$58,209	\$66,493 \$60,902	\$70,100 \$64,206	\$73,390 \$67,219	\$81,264 \$74,431	\$83,546 \$76,521	\$85,959 \$78,731	\$88,402 \$80,969
J	\$64,389 \$58,209	\$67,328 \$60,902	\$70,935 \$64,206	\$74,225 \$67,984	\$82,099 \$75,196	\$84,381 \$77,286	\$86,794 \$79,496	\$89,237 \$81,734
K	\$65,326 \$59,833	\$68,265 \$62,525	\$71,516 \$65,503	\$76,312 \$69,896	\$84,337 \$77,246	\$86,771 \$79,474	\$89,335 \$81,823	\$92,001 \$84,265
L	\$67,099 \$61,457	\$70,038 \$64,150	\$73,299 \$67,136	\$78,109 \$71,542	\$86,286 \$79,031	\$88,868 \$81,396	\$91,583 \$83,883	\$95,234 \$87,226
M	\$68,871 \$63,081	\$71,812 \$65,774	\$75,084 \$68,770	\$79,901 \$73,183	\$88,234 \$80,816	\$90,964 \$83,316	\$93,837 \$85,946	\$98,688 \$90,390
N	\$71,206 \$65,219	\$74,206 \$67,967	\$77,552 \$71,031	\$83,710 \$76,671	\$92,355 \$84,590	\$95,296 \$87,283	\$98,357 \$90,087	##### \$96,900

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¹ MA Out of Field.

² Step advancement see Article 6, Section 4, Subd. 5.

SCHEDULE B: ~~2022-2023~~ 2024-2025 Salary Schedule

Lane	I BA	II Q BA+15 S BA+10	III Q BA+30 S BA+20	IV Q BA+45 S BA+30	V MA	VI Q MA+15 S MA+10	VII Q MA+30 S MA+20	VIII Q MA +45 S MA+30
A	\$51,779 \$47,425	\$53,390 \$48,901	\$54,797 \$50,190	\$56,742 \$51,971	\$62,852 \$57,567	\$64,833 \$59,382	\$66,981 \$61,349	\$69,163 \$63,348
B	\$53,390 \$48,901	\$54,479 \$49,898	\$56,522 \$51,770	\$58,529 \$53,608	\$64,833 \$59,382	\$66,881 \$61,258	\$69,096 \$63,286	\$71,351 \$65,352

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C	\$54,479 \$49,898	\$56,194 \$51,469	\$58,303 \$53,401	\$60,375 \$55,299	\$66,881 \$61,258	\$68,996 \$63,195	\$71,281 \$65,288	\$73,605 - \$67,416
D	\$55,977 \$51,270	\$57,740 \$52,885	\$59,909 \$54,872	\$62,280 \$57,043	\$68,996 \$63,195	\$71,179 \$65,194	\$73,534 \$67,351	\$75,935 - \$69,550
E	\$57,740 \$52,885	\$59,561 \$54,553	\$61,798 \$56,602	\$64,246 \$58,844	\$71,179 \$65,194	\$73,427 \$67,253	\$75,863 \$69,484	\$78,336 - \$71,749
F	\$59,561 \$54,553	\$61,438 \$56,272	\$63,749 \$58,389	\$66,274 \$60,702	\$73,427 \$67,253	\$75,751 \$69,382	\$78,259 \$71,679	\$80,813 - \$74,018
G	\$61,438 \$56,272	\$63,378 \$58,049	\$65,763 \$60,234	\$68,367 \$62,619	\$75,751 \$69,382	\$78,146 \$71,575	\$80,734 \$73,946	\$83,373 - \$76,363
H	\$62,627 \$57,361	\$65,380 \$59,883	\$67,838 \$62,134	\$70,917 \$64,954	\$78,146 \$71,575	\$80,617 \$73,839	\$83,290 \$76,287	\$86,011 - \$78,779
I	\$65,460 \$59,956	\$68,488 \$62,729	\$72,203 \$66,132	\$75,592 \$69,236	\$83,702 \$76,664	\$86,052 \$78,817	\$88,537 \$81,093	\$91,054 - \$83,398
J	\$66,320 \$59,956	\$69,348 \$62,729	\$73,063 \$66,132	\$76,452 \$70,024	\$84,562 \$77,452	\$86,913 \$79,605	\$89,398 \$81,881	\$91,914 - \$84,186
K	\$67,285 \$61,628	\$70,313 \$64,401	\$73,662 \$67,468	\$78,601 \$71,992	\$86,867 \$79,563	\$89,374 \$81,859	\$92,015 \$84,278	\$94,761 - \$86,793
L	\$69,112 \$63,301	\$72,140 \$66,074	\$75,498 \$69,150	\$80,453 \$73,688	\$88,875 \$81,402	\$91,534 \$83,838	\$94,330 \$86,399	\$98,091 - \$89,843
M	\$70,938 \$64,973	\$73,966 \$67,747	\$77,337 \$70,834	\$82,298 \$75,378	\$90,881 \$83,240	\$93,693 \$85,815	\$96,652 \$88,525	##### - \$93,102
N	\$73,342 \$67,175	\$76,433 \$70,006	\$79,878 \$73,162	\$86,222 \$78,972	\$95,125 \$87,127	\$98,155 \$89,902	\$98,155 \$92,790	##### - \$100,000

¹ MA Out of Field.

² Career Performance Increment advancement see Article 6, Section 4, Subd. 5.

³ Effective July 1, 2020 Early Childhood Family Education, School Readiness, Parent Educators, Other Early Childhood, and Adult Basic Education teachers will be paid according to Schedule B at a pro-rata rate.

SCHEDULE B: Hourly Pro Rata Schedule:
2021-2023-20224 Rates

STEP	BA	BA+10	BA+20	BA+30	MA	MA+10	MA+20	MA+30
A	\$ 33.78 \$30.94	\$ 34.84 \$31.91	\$ 35.75 \$32.75	\$ 37.02 \$33.91	\$ 41.01 \$37.56	\$ 42.30 \$38.74	\$ 43.70 \$40.03	\$ 45.13 \$41.33
B	\$ 34.84 \$31.91	\$ 35.55 \$32.56	\$ 36.88 \$33.78	\$ 38.19 \$34.98	\$ 42.30 \$38.74	\$ 43.64 \$39.97	\$ 45.08 \$41.29	\$ 46.55 \$42.64
C	\$ 35.55 \$32.56	\$ 36.66 \$33.58	\$ 38.04 \$34.84	\$ 39.39 \$36.08	\$ 43.64 \$39.97	\$ 45.02 \$41.23	\$ 46.51 \$42.60	\$ 48.02 \$43.99
D	\$ 36.52 \$33.45	\$ 37.67 \$34.51	\$ 39.09 \$35.80	\$ 40.64 \$37.22	\$ 45.02 \$41.23	\$ 46.44 \$42.54	\$ 47.98 \$43.94	\$ 49.55 \$45.38
E	\$ 37.67 \$34.51	\$ 38.86 \$35.59	\$ 40.32 \$36.93	\$ 41.92 \$38.39	\$ 46.44 \$42.54	\$ 47.91 \$43.88	\$ 49.50 \$45.34	\$ 51.11 \$46.81

F	\$ 38.86 \$35.59	\$ 40.09 \$36.72	\$ 41.59 \$38.10	\$ 43.24 \$39.61	\$ 47.91 \$43.88	\$ 49.43 \$45.27	\$ 51.06 \$46.77	\$ 52.73 \$48.29
G	\$ 40.09 \$36.72	\$ 41.35 \$37.88	\$ 42.91 \$39.30	\$ 44.61 \$40.86	\$ 49.43 \$45.27	\$ 50.99 \$46.70	\$ 52.68 \$48.25	\$ 54.40 \$49.82
H	\$ 40.86 \$37.43	\$ 42.66 \$39.07	\$ 44.26 \$40.54	\$ 46.27 \$42.38	\$ 50.99 \$46.70	\$ 52.60 \$48.18	\$ 54.34 \$49.77	\$ 56.12 \$51.40
I	\$ 42.71 \$39.12	\$ 44.69 \$40.93	\$ 47.11 \$43.15	\$ 49.32 \$45.17	\$ 54.61 \$50.02	\$ 56.15 \$51.43	\$ 57.77 \$52.91	\$ 59.41 \$54.41
J	\$ 43.27 \$39.12	\$ 45.25 \$40.93	\$ 47.67 \$43.15	\$ 49.88 \$45.69	\$ 55.17 \$50.53	\$ 56.71 \$51.94	\$ 58.33 \$53.42	\$ 59.97 \$54.93
K	\$ 43.90 \$40.21	\$ 45.88 \$42.02	\$ 48.06 \$44.02	\$ 51.28 \$46.97	\$ 56.68 \$51.91	\$ 58.31 \$53.41	\$ 60.04 \$54.99	\$ 61.83 \$56.63
L	\$ 45.09 \$41.30	\$ 47.07 \$43.11	\$ 49.26 \$45.12	\$ 52.49 \$48.08	\$ 57.99 \$53.11	\$ 59.72 \$54.70	\$ 61.55 \$56.37	\$ 64.00 \$58.62
M	\$ 46.28 \$42.39	\$ 48.26 \$44.20	\$ 50.46 \$46.22	\$ 53.70 \$49.18	\$ 59.30 \$54.31	\$ 61.13 \$55.99	\$ 63.06 \$57.76	\$ 66.32 \$60.75
N	\$ 47.85 \$43.83	\$ 49.87 \$45.68	\$ 52.12 \$47.74	\$ 56.26 \$51.53	\$ 62.07 \$56.85	\$ 64.04 \$58.66	\$ 66.10 \$60.54	\$ 71.24 \$65.12

Hourly Pro Rata: 20222024-20235 Rates

STEP	BA	BA+10	BA+20	BA+30	MA	MA+10	MA+20	MA+30
A	\$ 34.80 \$31.87	\$ 35.88 \$32.86	\$ 36.83 \$33.73	\$ 38.13 \$34.93	\$ 42.24 \$38.69	\$ 43.57 \$39.91	\$ 45.01 \$41.23	\$ 46.48 \$42.57
B	\$ 35.88 \$32.86	\$ 36.61 \$33.53	\$ 37.99 \$34.79	\$ 39.33 \$36.03	\$ 43.57 \$39.91	\$ 44.95 \$41.17	\$ 46.44 \$42.53	\$ 47.95 \$43.92
C	\$ 36.61 \$33.53	\$ 37.76 \$34.59	\$ 39.18 \$35.89	\$ 40.57 \$37.16	\$ 44.95 \$41.17	\$ 46.37 \$42.47	\$ 47.90 \$43.88	\$ 49.47 \$45.31
D	\$ 37.62 \$34.46	\$ 38.80 \$35.54	\$ 40.26 \$36.88	\$ 41.85 \$38.34	\$ 46.37 \$42.47	\$ 47.84 \$43.81	\$ 49.42 \$45.26	\$ 51.03 \$46.74
E	\$ 38.80 \$35.54	\$ 40.03 \$36.66	\$ 41.53 \$38.04	\$ 43.18 \$39.55	\$ 47.84 \$43.81	\$ 49.35 \$45.20	\$ 50.98 \$46.70	\$ 52.64 \$48.22
F	\$ 40.03 \$36.66	\$ 41.29 \$37.82	\$ 42.84 \$39.24	\$ 44.54 \$40.79	\$ 49.35 \$45.20	\$ 50.91 \$46.63	\$ 52.59 \$48.17	\$ 54.31 \$49.74
G	\$ 41.29 \$37.82	\$ 42.59 \$39.01	\$ 44.20 \$40.48	\$ 45.95 \$42.08	\$ 50.91 \$46.63	\$ 52.52 \$48.10	\$ 54.26 \$49.69	\$ 56.03 \$51.32

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H	\$ 42.09 \$38.55	\$ 43.94 \$40.24	\$ 45.59 \$41.76	\$ 47.66 \$43.65	\$ 52.52 \$48.10	\$ 54.18 \$49.62	\$ 55.97 \$51.27	\$ 57.80 \$52.94
I	\$ 43.99 \$40.29	\$ 46.03 \$42.16	\$ 48.52 \$44.44	\$ 50.80 \$46.53	\$ 56.25 \$51.52	\$ 57.83 \$52.97	\$ 59.50 \$54.50	\$ 61.19 \$56.05
J	\$ 44.57 \$40.29	\$ 46.60 \$42.16	\$ 49.10 \$44.44	\$ 51.38 \$47.06	\$ 56.83 \$52.05	\$ 58.41 \$53.50	\$ 60.08 \$55.03	\$ 61.77 \$56.58
K	\$ 45.22 \$41.42	\$ 47.25 \$43.28	\$ 49.50 \$45.34	\$ 52.82 \$48.38	\$ 58.38 \$53.47	\$ 60.06 \$55.01	\$ 61.84 \$56.64	\$ 63.68 \$58.33
L	\$ 46.45 \$42.54	\$ 48.48 \$44.40	\$ 50.74 \$46.47	\$ 54.07 \$49.52	\$ 59.73 \$54.71	\$ 61.52 \$56.34	\$ 63.39 \$58.06	\$ 65.92 \$60.38
M	\$ 47.67 \$43.66	\$ 49.71 \$45.53	\$ 51.97 \$47.60	\$ 55.31 \$50.66	\$ 61.08 \$55.94	\$ 62.97 \$57.67	\$ 64.95 \$59.49	\$ 68.31 \$62.57
N	\$ 49.29 \$45.14	\$ 51.37 \$47.05	\$ 53.68 \$49.17	\$ 57.94 \$53.07	\$ 63.93 \$58.55	\$ 65.96 \$60.42	\$ 68.08 \$62.36	\$ 73.37 \$67.20

¹ Hourly Pro Rata rates are based off a 186-day school year and calculation of 8 hours a day.

SCHEDULE C
~~2021-2023~~ Extra Assignments – Compensation

Section 1. Each assignment will be compensated at \$122.57 per point for the period July 1, ~~2021~~2023- June 30, ~~2023~~2025. Assistant positions will receive a salary based on a 75% factor of the point/salary.

Section 2. A change in season length will affect points. The extended season compensation plan will be paid at 4% and 6% payment per level of competition.

Section 3. Co-curricular advisors and coaches will receive three scheduled payments during the assignment.

Section 4. Positions offered will be at the discretion of building administration in consultation with the Assistant Superintendents of Teaching and Learning or their designee.

I. Co-Curricular Assignments ~~for 2021-2023~~

Secondary Activities

Senior High Activities <i>(Site Coordinated and Funded)</i>	Points @ 122.57	Year 1	Year 2	Year 11*
Art Director	8.8	1079	1208	1343
Band Director	49.723 .5	28802 415	2544	2679
DECA Coach	8.8	1079	1208	1343
Jazz Band as a Class	12.4	1520	1649	1784
Musical/Orchestra Director	16.8	2059	2188	2323
Musical/Vocal Director	28.7	3518	3647	3782
Newspaper (Journalism Instr.)	21.0	2574	2703	2838
Orchestra Director	49.723 .5	24152 880	2543	2679
Vocal Director	49.723 .5	24152 880	2543	2679
Yearbook (Yearbook Instructor)	16.7	2047	2176	2311
<i>(System Coordinated and Funded)</i>				
Chem. Hygiene Officer <i>Health & Safety</i>	17.0	2084	2213	2348

*Experience step to be granted after ten (10) years of experience in the same activity.

Middle School Activities <i>(Site Coordinated and Funded)</i>	Points @ 122.57	Year 1	Year 2	Year 11*
Band Director	12.4	1520	1649	1784
Orchestra Director	12.4	1520	1659	1784
Vocal Director	12.4	1520	1659	1784

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<i>(System Coordinated and Funded)</i>				
Chem. Hygiene Officer <i>Health & Safety</i>	11.6	1422	1451	1686

*Experience step to be granted after ten (10) years of experience in the same activity.

Elementary Activities

Activities <i>(Site Coordinated and Funded)</i>	Points @ 122.57	Year 1	Year 2	Year 11*
Building Choir	7.7	944	1073	1086
Elementary Musical Theatre Director	7.7	944	1073	1086
<i>(System Coordinated and Funded)</i>				
Elementary Band Music	10.4	1275	1404	1539
Elementary Orchestra Music	10.4	1275	1404	1539

*Experience step to be granted after ten (10) years of experience in the same activity.

II. Extra Assignments: Extra assignment positions will receive three scheduled payments during the assignment.

Professionals

Extra Assignment <i>(Site Coordinated and Funded)</i>	Points @ 122.57	Year 1	Year 2	Year 11
Staff Development Assessment Specialists	34	4,167.00	4,296.00	4,431.00
District Nurse	NA	4,012.00	NA	NA
New Teacher Mentor	NA	1,200.00	NA	NA
New Teacher Mentor - Leader	NA	1,500.00	NA	NA
ATPPS Facilitator	NA	4,167.00	4,296.00	4,431.00

2021-2023 Team Leaders

Each Team Leader will receive base points of 8.2 (equals \$1,005.07). In addition to the base pay, the leader will receive \$40 per member on their team.

In the event alternative models are developed, the new position will be formulated on the same basis as the existing model as defined in Schedule C herein, provided that they are of equal responsibility and time commitments.

Senior High <i>(Site Coordinated)</i>	Middle School <i>(Site Coordinated)</i>	Elementary <i>(Site Coordinated)</i>	Other Educational Centers/Programs <i>(Site Coordinated)</i>
	10-14 Team Leaders as determined by the site		3-6 Leaders as determined by the site
Art		Pre-Kindergarten	
Business Education		Kindergarten	

Cooperative Program		1st Grade
English Learner		2nd Grade
Family Consumer Sci.		3rd Grade
Guidance & Counseling		4th Grade
Industrial Technology		5th Grade
Language Arts		Special Educ.
Mathematics		Spec. Team 1(a)
Media & Technology		Spec. Team 2(a)
Music		
Physical Education/Health		
Science		
Social Studies		
Special Education		
World Language		

(a) Examples of Specialist Teams are Physical Education, Music, Media & Technology, Behavior Intervention Teacher, and Gifted Education.

SCHEDULE D
~~2019-2021~~~~2023-2025~~ **OTHER ASSIGNMENTS – HOURLY**
COMPENSATION

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Section 1. Rate of Pay:

Effective ~~July 1st, 2021 through May 25th, 2022~~: Upon Ratification through June 30, 2024:
 \$~~33~~2.00

~~Effective May 26th, 2022~~: Effective July 1, 2024 through June 30, 2025:
 \$~~33~~35.00

- a. **Extra Time:** Teachers will be paid the established hourly rate of pay for extra assignments not specified elsewhere in this Agreement. Extra assignments include, but are not limited to, summer school/programs teachers, curriculum writers, staff development trainers, and staff development participation. Homebound and ESY teachers will be paid on a pro rata basis.
- b. **Hourly Assignment:** Teachers will be paid the established hourly rate of pay for a regular hourly assignment.

SCHEDULE E
TITLE I, ECFE, SCHOOL READINESS, PARENT EDUCATORS,
OTHER EARLY CHILDHOOD, AND ABE TEACHERS

~~Section 1. Duration of Salary Schedule:~~ Effective for the ~~2021-2022~~ School Year for Hourly Rates for ECFE, School Readiness, Parent Educators, Other Early Childhood, and ABE Teachers are indicated in the table below. Effective July 1, 2020, Hourly Rates for ECFE, School Readiness, Parent Educators, Other Early Childhood, and ABE Teachers will follow the ~~2020-2021~~ according to the appropriate salary schedule. ~~This schedule will sunset on June 30, 2022.~~

BA Performance Increment		MA Performance Increment	
1	\$33.24	1	\$33.51
2	\$33.57	2	\$33.84
3	\$33.88	3	\$34.18
4	\$34.22	4	\$34.50
5	\$34.88	5	\$35.17

**MEMORANDUMS OF UNDERSTANDING
BETWEEN
EDUCATION MINNESOTA-OSSEO
&
OSSEO AREA SCHOOLS (ISD 279)**

<u>TOPIC</u>	<u>PAGE</u>
Team Leader Selection Process	B
Topics Subject to the Meet and Confer Process	C
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Extended Illness Sick Leave Pool Procedures Addendum – Intermittent Leave	
Library Media Specialists and Technology Integration Specialist Exchange Days for Set Up and/or Summer Inservice	F
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Teacher Transfer Process	M
TRA Extended Leave of Absence (up to 5 Years) Opportunity	N
Professional Development and Training for District-defined High Needs Schools	P
Limits to Long-Term Disability Insurance Coverage.....	Q
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Personal Leave Conversion to Health Reimbursement Account.....	V
Continuous Substitute Teacher Position	X
High School Music Directors	
Schedule C	

The following pages contain the full text of the Memorandums of Understanding between the School District and Education Minnesota-OSSEO.

EDUCATION MINNESOTA-OSSEO	OSSEO AREA SCHOOLS- ISD 279
_____	_____
President	Director, Labor Relations
Dated: _____	Dated: _____

Team Leader Selection Process

EFFECTIVE DATE: November 16, 1989

REVISION DATE: March 11, 2014; July 1, 2015

Posting¹:

The team leader positions are to be posted annually along with the current job description. The posting could include information concerning special projects, curriculum implementation and intervention activities for which leadership will be needed.

Application/Nomination:

The members of the team will meet as a group and nominate up to three candidates who they feel will provide the appropriate leadership and communication. Applicants may provide information relative to why they would be suited for the leadership position.

Interview Process:

The site leader will conduct interviews with each candidate. Interview questions will be contributed by the staff and site leader based on the expectations of the affected group and site leader for that position.

Selection of Candidate:

The site leader will make the final selection.

¹Annual posting of the leadership position does not preclude the opportunity for a person continuing in that position for a second year, particularly when excellent leadership has been provided. However, when a new building is opened, it is recommended that the team leader position remain stable for two years.

Topics Subject to the Meet and Confer Process

EFFECTIVE DATE: **January 3, 2002**

Changes that affect the Agreement on Terms and Conditions of Employment are subject to the meet and confer process. This meet and confer agreement is not intended to interfere with inherent managerial rights recognized in the Agreement on Terms and Conditions of Employment.

Extended Illness Sick Leave Pool Procedures

EFFECTIVE DATE: November 16, 1989

REVISION DATES: November 1995; January 3, 2002; October 21, 2003; August 2007;
March 2014

Administration:

Human Resources will administer the extended illness sick leave pool. An accounting of the pool's operation will be given to Education Minnesota - OSSEO annually (July).

Membership:

Teachers as defined in this Agreement on Terms and Conditions of Employment between Independent School District 279 and Education Minnesota – OSSEO are eligible to be members of the extended sick leave pool.

All teachers hired after July 1, 2004, will be required to join the pool. The new teacher will contribute one (1) day of sick leave to the pool.

Any teacher employed prior to July 1, 2004, who did not join the pool when they were initially eligible, may join when the pool is replenished or during open enrollment which occurs within thirty (30) days of each contract ratification. A teacher joining because of the need to replenish the pool or during open enrollment after contract ratification must donate the number of days equal to the number of days they would have donated had they been a member of the pool from the time they were first eligible.

Once a teacher is a member of the extended illness sick leave pool, they may not withdraw from membership.

A minimum of eight hundred (800) days must be in the pool at the start of each school year. If the number of days is less than eight hundred (800), each member must contribute one (1) additional day of accumulated sick leave to the pool. All days donated to the pool are non-returnable. However, if a teacher has donated a day to the pool within three (3) years of their retirement the donated day may be used for their Retirement Incentive Pay (Article ~~VII~~^{VII}, Section 7) or their School Board Contribution for Health Insurance for Retirees (Article ~~VII~~^{VII}, Section 8) provided the teacher has not utilized the pool within the same three (3) years, that day will be restored to their accumulated sick leave balance.

Operation:

The purpose of the pool is to provide extra sick leave days to those teachers suffering from a long-term/extended/recurring illness. A long-term illness or extended illness is defined as an absence of twenty-four (24) or more consecutive duty days. Sick leave pool days will be used only for personal long-term illness of the teacher.

In order for teachers to be eligible to draw from the pool, they must be contributing members. A request for use of pool days must be in writing and must be accompanied by a licensed physician's verification that the applicant is/was unable to work. A member is not eligible to use pool days until five (5) consecutive duty days after the depletion of individual accumulated sick leave (five day pay deduct). Available personal leave and/or substitute leave days may be substituted for the five (5) day pay deduct.

Benefits from the sick leave pool will end upon a member's qualification for benefits from the long-term disability insurance plan, the Teachers' Retirement Association, or Social Security. The maximum benefit from the pool by any member is fifty-five (55) days as long as the absence is uninterrupted and verified by a licensed physician.

Sick leave days from the pool may be drawn only for designated teacher calendar duty days.

Teachers on leaves of absence or sabbaticals are not eligible for benefits from the pool. Teachers receiving workers' compensation are not eligible to draw from the pool.

The fiscal year of the pool will be the teacher contract year.

Exceptions may be made at the discretion of Human Resources.

Extended Illness Sick Leave Pool Procedures Addendum – Intermittent Leave

EFFECTIVE DATE: July 1, 2024 – June 30, 2025

The purpose of this addendum is to provide a one-time per fiscal year use of up to 10 intermittent (non-consecutive) sick leave days from the sick leave pool to those teachers suffering from a long-term/extended/recurring illness. A recurring health condition is defined as an illness, injury, impairment, or physical or mental condition that involves either inpatient care or continuing treatment by a health care provider. To be eligible for this benefit, teachers will:

- Provide a written medical statement from a health care provider of recurring illness and,
- Exhaust their accrued sick and personal leave and,
- Meet the five (5) day, unpaid leave (the days do not have to be consecutive) at the cost of sub rate.

In order for teachers to be eligible to draw from the pool, they must be contributing members. A request for use of pool days must be in writing and be accompanied by the health care provider's verification that the applicant is/was unable to work. Benefits from the sick leave pool will end upon a member's qualification for benefits from the long-term disability insurance plan, the Teachers' Retirement Association, or Social Security.

Sick leave pool days will be used only for the personal long-term/extended/recurring illness of the teacher. Staff who use the intermittent leave and then qualify under the original sick leave pool requirements, will have any days used under the intermittent addendum subtracted from the 55 days.

Sick leave days from the pool may be drawn only for designated teacher calendar duty days.

Teachers on leaves of absence or sabbaticals are not eligible for benefits from the pool.

Teachers receiving workers' compensation are not eligible to draw from the pool.

The fiscal year of the pool will be the teacher contract year.

Exceptions may be made at the discretion of Human Resources.

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Library Media Specialists and Technology Integration Specialist Exchange Days for Set Up and/or Summer Inservice

EFFECTIVE DATE: December 21, 2005

REVISION DATE: March 11, 2014

Education Minnesota-OSSEO and the School District agree that elementary and secondary library media specialists and technology integration specialists have a unique and important role to play in providing library, media and technology services to the students, teachers, and community within District 279.

Exchange Days for Set Up: Elementary and secondary library media specialists that voluntarily, with their principals' agreement, choose to provide the individual schools that they serve with up to four (4) days of set up, distribution of equipment or other duties to prepare the media center for the start of the school year during the summer may exchange a maximum of four (4) days during the regular school year for the days worked during the summer.

Exchange Days for Summer Inservice: Elementary and secondary library media specialists and technology integration specialists may voluntarily choose to participate in staff development activities sponsored by the School District Media and Technology Department for a maximum of five (5) days during the summer that may be exchanged for a maximum of five (5) days during the regular school year.

Library media specialists may exchange the four (4) Set Up staff development days for four (4) contract workdays during the regular school year, and library media specialists and technology integration specialists may exchange the five (5) Summer Inservice days for five (5) contract work days during the regular school year. Exchange days selected from the regular school year contracted days must be scheduled by mutual agreement with the building principal(s). Conflicts with scheduling of exchange days will be mediated by the Director, Human Resources.

LSN Exchange Days

EFFECTIVE DATE: July 1, 2024³ – June 30, 2025³

Education Minnesota-OSSEO and the School District agree that Licensed School Nurses (LSNs) have a unique and important role to play in helping to prepare staff and families for the school year. Therefore, in order to prepare for the upcoming school year, LSNs may work up to four (4) days before workshop week in exchange for conference release days. Time worked before workshop week must be communicated and agreed upon by the supervisor.

Selected Personnel Practices

EFFECTIVE DATE: September 27, 2000

REVISION DATES: January 3, 2002; July 1, 2004

1. Education Minnesota – OSSEO representation on District-wide committees:

When teacher representation is needed for a District-wide committee or task force, Education Minnesota – OSSEO will select the representative(s). Administration will collaborate with Education Minnesota – OSSEO when appointing teachers to District-wide committees.

2. Investigation protocol:

When a teacher is alleged to have committed misconduct that could lead to discipline, the teacher must be allowed to have an Education Minnesota – OSSEO representative with them at any meeting related to the alleged misconduct. The investigation process must be conducted in an expeditious manner once representation has been established. The administrator in charge of the investigation will make every effort to complete the investigation within 30 calendar days; however, circumstances surrounding an allegation may result in an extended investigation. The staff member must be given timely progress reports.

Teachers placed on administrative leave of absence during an investigation will receive full pay and benefits except for long-term disability, which will continue up to the limits provided in the carrier's contract.

Data resulting from an investigation will be handled according to applicable School Board policy and the Minnesota Government Data Practices Act.

3. Safe building, site, program:

The School Board shall not require licensed staff to work in unsafe, unhealthy, or hazardous conditions.

Counselor Exchange Days for Summer Duty Days

EFFECTIVE DATES: July 1, ~~2021-2023~~ – June 30, ~~2023~~2025

Senior High:

191 paid days: 186 contract days, five (5) paid pro rata, also including five (5) days as defined below.

Middle School:

186 paid days including five (5) days as defined below.

~~Summer duty days will be scheduled the week after school ends in the spring and the two weeks prior to teacher workshops in the fall. Days scheduled outside these times will be mutually agreed upon by the building principal and the affected counselor(s).~~ A maximum of five (5) days during the summer may be exchanged for a maximum of five (5) days during the regular school year. The five (5) days will be scheduled upon mutual agreement by the building principal and the individual counselor(s). Counselors may exchange these summer duty days for five (5) contract workdays during the regular school year. The five (5) days selected from the regular school year contracted days must be scheduled by mutual agreement with the building principal(s). Conflicts with scheduling of exchange days will be mediated by the Director, Human Resources, and a representative of Education Minnesota-OSSEO (EM-O).

Professional Learning/Data Teams

EFFECTIVE DATES: July 1, ~~2021-2023~~ – June 30, ~~2023-2025~~

REVISION DATE: July 1, 2015

The following contains the full text of the Memorandum of Understanding (MOU) Osseo Area Schools, ISD 279 (“District”), and Education Minnesota – OSSEO, Local 1212, Education Minnesota, American Federation of Teachers, National Education Association, AFL-CIO (“Union”), relating to Professional Learning/data teams.

PURPOSE: Both parties jointly recognize that creating and sustaining a collaborative culture focused on student learning is a key strategy for achieving our mission. We also recognize that educational decisions are best made with the use of high-quality data. This MOU provides a framework for continued implementation of PLT’s/data teams/collaborative teams.

DEFINITION: The following are key characteristics of PLC’s/data teams/collaborative teams:

- members work interdependently to achieve building goals
- teams seek answers to the following questions:
 1. What do we want students to learn?
 2. How will we know if they’ve learned it?
 3. How will we respond if they don’t know it?
 4. How will we respond if they already know it?
- members define measures of improvement
- members develop common assessments around those measures
- members monitor student progress
- members analyze data and discuss strategies with the goal of instructional innovation

MEETING TIMES: Ideally, PLC time will be within the teacher duty day. For the purposes of this MOU, the teacher duty day is defined as twenty minutes before and twenty minutes after the student contact day. If time cannot be provided during the duty day, then it is the responsibility of the PLC to meet approximately one (1) hour per month outside of the duty day.

WAIVER: If a site determines that additional PLC times and meetings are necessary beyond what is outlined above to advance student achievement, a request for a waiver must be submitted to the PLC Review Committee.

PLC REVIEW COMMITTEE: An ad hoc PLC review committee will be comprised of members of the teachers’ bargaining unit as selected by the Education Minnesota – OSSEO president, and members of District administration to oversee and assess current implementation of PLCs. The committee will have equal representation (3-4 members each) between District administration and Education Minnesota – OSSEO. This committee’s guidelines and protocols will be implemented starting in the 2013-2014 school year. The committee will incorporate the consensus method for decision-making purposes.

ALTERNATIVE ARRANGEMENT FOR SPECIALISTS OR OTHER ISOLATED STAFF:

In the event that a teacher is the only licensed staff of a particular type or who teaches a particular subject within their building, that teacher may opt for a system-level PLC. In this situation, that teacher must meet with other staff within their district department. Teachers in this situation would not meet during building PLC time but would instead arrange an alternative time(s) to meet with their teams. The teacher would be responsible for establishing the system-level team. These system-level PLC's teams must meet at least monthly and may be outside of the duty day. Requests to establish system-level PLC's must be submitted to the PLC Review committee.

Mark Reporting Days

EFFECTIVE DATES: July 1, [2024/2023](#), through June 30, [2023/2025](#)

Education Minnesota-OSSEO and the School District agree that the Mark Reporting Day at the end of trimester 1 and 2 will be scheduled at the discretion of the teacher to complete the work. On these two scheduled Mark Reporting Days, teachers may choose to report to work or not report. District required work must be completed by the deadline established by each site.

On trimester 3 Mark Reporting Day, all teachers must report to their site in the morning for 3.5 hours and check out with their supervisor prior to leaving for the school year.

Teacher Transfer Process

EFFECTIVE DATES: July 1, ~~2021~~2023 – June 30, ~~2025~~3

Education Minnesota-OSSEO and the School District agree to modify Addendum A, Subd. 2 to the following:

The district will identify fifteen (15) openings created by retirements, resignations, terminations or new programs that will not be available during Voluntary Transfer round one. This will not cause the displacement of any continuing contract teachers at the site for which the opening is created. All other openings created by retirements, resignations, terminations or new programs known by March 1st will first be made available to continuing contract teachers who are currently within the building/site or program. If more than one continuing contract teacher applies for the same position, all continuing contract teachers requesting an internal site reassignment must be interviewed by a team of affected teachers, including the Principal/Director/Coordinator. The Principal/Director/Coordinator will make the final decision. However, the building/site or program must submit a similar or equal position to the Initial Voluntary Transfer of Continuing Contract Teachers Process.

(Exception: If the building/site or program has an overall reduction in their FTE's any FTE opening created by retirements, resignations, terminations or new programs that are filled at the building/site or program by a continuing contract teacher in this process exempts the building/site or program from having to submit a similar or equal position to the Initial Voluntary Transfer of Continuing Contract Teachers Process. Probationary teachers cannot be moved from their current level and/or assignments into a newly vacated position if a similar position cannot be delivered to the initial voluntary transfer process).

TRA Extended Leave of Absence (up to 5 Years) Opportunity

EFFECTIVE DATE: With ratification of this collective bargaining agreement to June 30, 202~~8~~⁴

APPLICATION DEADLINE:

[March 2, 2020, 4:00 PM for the 2020-2021 school year](#)

[March 1, 2021, 4:00 PM for the 2021-2022 school year](#)

[March 1, 2022, 4:00 PM for the 2022-2023 school year](#)

[March 1, 2023, 4:00 PM for the 2023-2024 school year](#)

[March 1, 2024, 4:00 PM for the 2024-2025 school year](#)

[March 3, 2025, 4:00 PM for the 2025-2026 school year](#)

[March 2, 2026, 4:00 PM for the 2026-2027 school year](#)

[March 1, 2027, 4:00 PM for the 2027-2028 school year](#)

AGREEMENT:

Purpose

The purpose of this Memorandum of Understanding is to provide an opportunity for teachers to exercise an option for an extended leave of absence (up to 5 years) with the District paying the **employer's portion** of Teachers Retirement Association (TRA) contributions. A TRA extended leave may be granted to an employee once during their employment with the district.

Conditions

The District will pay the **employer's contribution only** to the Teachers Retirement Association (TRA). The employee is responsible for paying their contribution to the Teachers retirement Association as per TRA rules. As per TRA regulations, any interruption in payments will disqualify the employee from the purchase of TRA service credits for the duration of the leave.

The TRA contribution will be based on the teacher's base salary contract amount not to exceed a 1.0 FTE assignment.

If the teacher is employed by another Minnesota public school district as a teacher (TRA-eligible position) while on this leave of absence, TRA contributions from Osseo will cease.

The teacher will maintain their seniority date while on the leave of absence.

Eligibility

Teachers must:

- a) Have a minimum of seven (7) consecutive years of full-time teaching service in the District.
- b) Have at least ten (10) years of allowable TRA service as defined in Section 354.05, Subdivision 13.
- c) Be currently teaching .8 FTE status or more in the District.

ISD 279 / Education Minnesota – OSSEO Agreement on Terms and Conditions of Employment
July 1, ~~2024~~²⁰²³, through June 30, ~~2023~~²⁰²⁵

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Teachers who are paid at an hourly rate of pay are not eligible for this District paid benefit.

Reinstatement

A teacher returning from an extended leave of absence will be reinstated according to the provision outlined in the collective bargaining agreement, Article ~~IV~~4, Section 15. Subd. 5.

Pursuant to, the School Board will not be obligated to reinstate a teacher who takes a full-time or part-time position as a teacher in another Minnesota school district while on an extended leave of absence. This does not apply to a teacher who is employed as a substitute teacher.

Notification of Return

The School Board is not obligated to reinstate any teacher who is on an extended leave of absence pursuant to Section 122A.46 unless the teacher advises the School Board in writing of the intention to return before February 1 in the school year preceding the school year in which the teacher wishes to return or by February 1 in the calendar year in which the leave is scheduled to terminate.

Failure to Return Contract

The teacher shall lose all re-employment rights if the teacher refuses or fails to return the contract within ten (10) days.

Professional Development and Training for District-defined High Needs Schools

EFFECTIVE DATES: July 1, 2021 – June 30, ~~2023~~2024

The following contains the full text of the Memorandum of Understanding (MOU) between Osseo Area Schools, ISD 279 (“District”), and Education Minnesota – OSSEO, Local 1212, Education Minnesota, American Federation of Teachers, National Education Association, AFL CIO (“Union”), relating to professional development and training for teachers in District-defined high needs schools.

PURPOSE: The purpose of this MOU is to provide a framework for the provision of paid duty days for professional development and training for teachers in District-defined high needs schools.

The District and the Union agree to the following:

- High needs schools are defined for the purposes of this MOU based on the following criteria:
Less than 40% proficient on MCA tests and at least 20% of teachers .8 FTE or greater are probationary.
- For the effective dates of this MOU, the schools that meet the criteria are:
 - Crest View Elementary
 - North View ~~IB World~~ Middle School
 - Garden City Elementary
 - Zanewood Community School
 - Park Center IB World School
- A new school list will be established every October and effective the following July 1.
- Members of the teachers’ unit at the above-mentioned schools will be provided up to a maximum of three (3) paid duty days for preparation and/or professional development.
- Preparation and/or professional development days could be days off during student contact time or they could be converted into dollars (up to \$200.00 per day) to pay for professional development.
- A request form will be developed collaboratively between Human Resources and EM-O. The form will require supervisor approval and will be submitted to Human Resources. Human Resources will be the repository of the forms to allow for review of how time is being used, and the academic impact of the MOU.
- Teachers may attend professional development/complete preparation work preferably on Tuesday, Wednesday or Thursday. Exceptions may be allowed for attendance at professional development trainings on Monday and Friday, based on request. Requests will not be granted on district-defined high absence use days.
- The impact of this MOU will be studied after two years.
- Communication to site leaders and teachers will be prepared collaboratively between Human Resources and EM-O to solidify the process.

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Limits to Long-Term Disability Insurance Coverage

EFFECTIVE DATE: **January 28, 2020**

Long-term disability coverage for chemical dependency and mental health will be limited to a combined 24 months of coverage per claim. The limitations will go into effect contingent on the agreement of with all other bargaining groups in Osseo Area School District. If no agreement is reached among the groups, this language will be void. In the interim follow Article ~~VIII~~^{VIII}, Section 3, Subd. 4.

Special Education Due Process Time Task Force

EFFECTIVE DATE: ~~January 28, 2020~~ upon ratification

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PURPOSE: The purpose of this MOU is to outline the agreement between the District and the Union regarding the creation and rationale for a task force to identify due process inefficiencies within our system and potential solutions that decrease due process responsibilities of teachers, thus increasing their direct contact with students on Individualized Education Plans (IEPs). The purpose of this MOU is to outline the agreement between the District and the Union regarding the creation and purpose of a task force to explore, analyze and recommend solutions including potential budget impact for special education due process time.

The District and the Union agree to the following:

1. Beginning in the fall of the 2024-2025 school year, the District and Union will organize a task force of representatives from both parties to review updated state and federal guidelines related to paperwork reduction and complete a comparative analysis with due process practices and procedures in Osseo Area Schools.
2. Based on the data collected, the task force will determine if Osseo is requiring more detailed or frequent paperwork than what is required by the state. If so, the team will discuss removing these requirements through updated processes and procedures.
3. The task force must include a diverse representation of staff including, but not limited to, principals and teachers from elementary, middle, and high schools. In addition, both parties must strive to have representatives on the task force who can provide perspectives representing various races, cultures, and other voices, and/or a process for including these voices.
4. The task force size will be mutually agreed upon by both parties, and numbers from each party need not be equal as long as there is mutual agreement to such.
5. The task force will survey all special education teachers in the district and ask them to rank due process tasks from most burdensome to least burdensome. Burdensome is defined as both time consuming and difficult to execute. The task force will analyze this data and determine which due process tasks need additional solutions than those provided by legislation.
6. The task force will develop at least two (2) solutions for each of the top three (3) due process tasks identified as most burdensome. Note that one solution may apply to multiple due process tasks. Example solutions include but are not limited to:
 - a. Special education evaluation teams
 - b. One willing teacher taking on a significant amount of due process paperwork in exchange for a reduced caseload
 - c. Exploring a 3-1 model similar to the one speech and language regularly utilize
 - d. Increasing professional development and supports related to due process paperwork
7. The task force will present potential solutions to the director of student services and assistant superintendent of teaching and learning for review, consideration, and a potential recommendation for implementation.

This MOU shall set no precedent between the parties. Any conflicts regarding this agreement will be handled through the grievance process in the collective bargaining agreement.

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1. ~~The District and Union believe in the importance of special education due process time for the purpose of accurately documenting student needs, services provided and overall student progress.~~
2. ~~Beginning in the 2019-2020 school year, the District and Union will organize a task force of representatives from both parties to analyze current due process practices and time needed to provide accurate reporting of student needs and progress.~~
3. ~~Based on the data collected, the task force will determine the need to explore solutions and costs associated with providing additional special education due process time including possible solutions to provide that time during the student contact day while maintaining instruction for students.~~
4. ~~The task force must include a diverse representation of staff including, but not limited to principals and teachers from elementary, middle and high schools. In addition, both parties must strive to have representatives on the task force who can provide perspectives representing various races, cultures and other voices, and/or a process for including these voices.~~
5. ~~The task force size will be mutually agreed upon by both parties, and numbers from each party need not be equal as long as there is mutual agreement to such.~~
6. ~~The task force will collect and analyze data on special education due process time within the district and will collect data from other similar sized school districts.~~
7. ~~The task force will develop at least two (2) solutions including:~~
 - a. ~~Proposed benefits for teaching staff~~
 - b. ~~Potential impact on student learning and solutions to ensure no lost instruction time~~
 - c. ~~Structure of special education due process time~~
 - d. ~~Budget impact~~
 - e. ~~Implementation plan~~
 - f. ~~Communication plan~~
 - g. ~~Proposed plan for measuring success, both teacher and student growth~~
8. ~~The task force will present potential solutions and budget impact to the superintendent for review, consideration and a potential recommendation for implementation.~~
9. ~~Special Education due process time will continue per the agreed upon memo for the remainder of the 2019-2020 school year while the task force develops alternative solutions.~~
10. ~~This MOU shall set no precedent between the parties. Any conflicts regarding this agreement will be handled through the grievance process in the collective bargaining agreement.~~

Teacher Collaboration Time

TOPIC: Teacher Collaboration Time

EFFECTIVE DATE: July 1, ~~2022-2023~~ to June 30, ~~2023-2025~~

The following contains the full text of the Memorandum of Understanding (MOU) between Osseo Area Schools, ISD 279 (“District”), and Education Minnesota – OSSEO.

PURPOSE:

The purpose of this MOU is to outline the agreement between the District and the Union regarding teacher collaboration time for the ~~2022-2023~~2023-2024 and 2024-2025 school years. The following language will temporarily replace the current contract language found in Article ~~XI~~11, Section 6 of the collective bargaining agreement as the parties assess the success of the plan outlined below.

The District and the Union agree to the following:

1. Teacher collaboration and planning time is an essential component in a teacher’s ability to plan and prepare instruction for scholars.
2. Teachers will be provided with the following collaboration and planning time ~~for the 2022-2023 school year:~~
 - a. Three (3) eight (8) hour instructional planning days
 - i. Eight (8) hours of collaboration time during workshop week
 - ii. 8 hour day on Friday, January 13, 2023Two (2) eight (8) hour days during the school year as designated by the School Board.
 - iii. ~~8 hour day on Monday, April 10, 2023~~
 - iv-iii. On the two (2) asynchronous learning days, staff will be required to have asynchronous lessons in the system for students by 9am.
 - v-iv. On the two (2) asynchronous learning days, staff will be required to schedule and communicate to students and families two (2) hours of time on each day where the teacher will be available for student support and questions
 - b. Three (3) hours of collaboration time (1 hour on each of the three (3) staff development days)
 - i. System time will be reduced by 30 minutes; and
 - ii. Building time will be reduced by 30 minutes to accommodate this time
3. **Attendance:** Teachers will be required to complete all collaboration time on a District 279 site inclusive of the Education Minnesota – OSSEO office. Any teacher seeking an exception must submit the rationale for being off-site through a request to hr@district279.org at least one (1) week in advance, however, a minimum of 2 hours must be completed on site.
 - 3-a. Teacher attendance may be tracked for all collaboration time by site supervisors.
- 4.
5. **Measurement:** ~~The district and union agree that the success of this model is based on the impact this collaboration time will have on the teacher’s ability to positively impact student achievement. As such, the following will take place during the 2022-2023 school year.~~

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- ~~a. Teachers will track their preparation and planning work completed during all collaboration time, and will be able to provide evidence of how the dedicated collaboration time improved student learning and/or achievement during the course of the school year.~~
- ~~b. Teacher attendance will be tracked for all collaboration time by site supervisors.~~
- ~~c. The district and union will meet & confer by December 2, 2022, to plan and determine which data sources and reference points to use in analyzing the success of the collaboration time model.~~
- ~~d. The district and union will determine the future of this MOU and the language contained within during the 2023-2025 negotiations based on improvements in student learning and achievement.~~

This MOU shall set no precedent between the parties. Any conflicts regarding this agreement will be handled through the grievance process in the collective bargaining agreement.

Career & Technical Education (CTE) Licensure

TOPIC: Career & Technical Education (CTE) Licensure

EFFECTIVE DATE: July 1, ~~2024~~2023, to June 30, ~~2023~~2025; Revised January 5, 2023

The following contains the full text of the Memorandum of Understanding (MOU) between Osseo Area Schools, ISD 279 (“District”), and Education Minnesota – OSSEO.

PURPOSE:

The purpose of this MOU is to outline the agreement between the District and the Union regarding the stipends due to the extra work required to obtain CTE licensure(s)/endorsement(s) need for Career & Technical Education (CTE) licensed teachers.

High school scholars earn credentials by attending and passing classes which are taught by CTE licensed teachers. The state’s post-secondary schools are not graduating significant numbers of CTE licensed teachers; therefore, it may be challenging for the district to find and recruit such teachers to the district. There is a mutual interest in recruiting and retaining CTE licensed teachers.

The District and the Union agree to the following:

- ~~1. High school scholars earn credentials by attending and passing classes which are taught by CTE licensed teachers.~~
- ~~2. The state’s post-secondary schools are not graduating significant numbers of CTE licensed teachers; therefore, it may be challenging for the district to find and recruit such teachers to the district.~~
- ~~3. There is a mutual interest in recruiting and retaining CTE licensed teachers.~~
- ~~4. Teachers who have earned or earn a CTE license will be paid a one-time stipend of \$1,500 for the first CTE license earned. Teachers will be paid \$500 for each required CTE license earned after the initial license.~~
- ~~5. Current CTE licensed teachers must submit evidence of their license to their Human Resource Generalist by May 1, 2022, for payment of the stipend on their June 30, 2021, check.~~
- ~~6. Teachers who earn their CTE license after March 1, 2021, must submit evidence of their license to their Human Resource Generalist by May 1 of the school year in which they earn the license to receive the stipend. Payment will be made on the teacher’s June 30 check for that school year.~~
1. Current Osseo teachers who complete additional work beyond their current license in order to obtain a CTE license or endorsement while employed in Osseo Area Schools will receive additional compensation in the form of one-time stipend(s) provided the teacher qualifies and submits evidence as per this MOU.

2. Beginning January 5, 2023, only current Osseo teachers who have earned, or earn, an additional CTE license/endorsement will be paid a one-time stipend of \$1,500 whether or not the additional license/endorsement is required to teach a specific course.
3. Teachers hired on or after January 5, 2023, who obtained a CTE license(s) or endorsement prior to starting at Osseo are not eligible for the one-time stipend of \$1,500 and/or the \$500 CTE stipend except as outlined in #5 below.
4. Newly hired teachers who obtained an additional CTE license or CTE endorsement and have had no previous teaching experience are eligible for the initial \$1,500 stipend, whether or not the additional endorsement/license is required to teach a specific course.
5. Current Osseo teachers who are required to obtain additional CTE licensure/endorsement(s) will be eligible for the \$500 CTE stipend for each additional CTE license/endorsement that they have obtained. A current Osseo teacher who voluntarily obtained an additional CTE licensure/endorsement while employed in Osseo, that is now required for their teaching assignment, will be eligible for the \$500 CTE stipend for each additional required CTE license/endorsement that they have obtained.
6. Current CTE licensed/endorsed teachers must submit evidence of their license/endorsement to their Human Resource Business Partner by May 1 of the fiscal year, for payment of the stipend on their June 20 check of the fiscal year. It is the teacher's responsibility to submit this evidence in order to receive the stipend.

Personal Leave Conversion to Health Reimbursement Account

EFFECTIVE DATE: July 1, ~~2021-2023~~ to June 30, ~~2023-2025~~

The following contains the full text of the Memorandum of Understanding (MOU) between Osseo Area Schools, ISD 279 (“District”), and Education Minnesota – OSSEO.

PURPOSE:

The purpose of this MOU is to outline the agreement between the District and the Union regarding a teacher’s monetary conversion of accumulated personal leave to the teacher’s Health Reimbursement Account (HRA) during the time period specified by this MOU.

The District and the Union agree to the following:

- ~~1. During the pandemic, and due to the Personal Leave Day Carryover MOU, teachers have accumulated a significant number of personal leave days that must be used by June 30, 2024.~~
- ~~2. There is a mutual interest in keeping teachers in classrooms supporting scholars.~~
- ~~3. 2021-2022 Retirees: During the 2021-2022 school year for teachers completing the school year and retiring from the district in June of 2022, the district will convert any accumulated personal leave days, above two (2) days into the teacher’s HRA at a rate of \$225/day converted. See the table below for examples:~~

Teacher Type	Accumulated Days	Eligibility?	Number Converted
Non-PEHCA	6	Yes	4
Non-PEHCA	5	Yes	3
Non-PEHCA	4	Yes	2
Non-PEHCA	3	Yes	1
PEHCA	4	Yes	2
PEHCA	3	Yes	1

- ~~4. During the 2022-2023 school year, the district will convert any accumulated personal leave days for teachers, above five (5) days into the teacher’s HRA at a rate of \$225/day converted. See the table below for examples:~~

Teacher Type	Accumulated Days	Eligibility?	Number Converted	Next Year Accumulation	New Balance
Non-PEHCA	8	Yes	3	1	6
Non-PEHCA	7	Yes	2	1	6

Non-PEHCA	6	Yes	1	1	6
Non-PEHCA	5	No	0	1	6
PEHCA	11	Yes	6	2	7
PEHCA	10	Yes	5	2	7
PEHCA	9	Yes	4	2	7
PEHCA	8	Yes	3	2	7
PEHCA	7	Yes	2	2	7
PEHCA	6	Yes	1	2	7
PEHCA	5	No	0	2	7

5-1. During the 2023-2024 school year, the district will convert any accumulated personal leave days for teachers, above four (4) days for the non-PEHCA group and above three (3) days for those in the PECHA group, into the teacher's HRA at a rate of \$225/day converted. See the table below for examples:

Teacher Type	Accumulated Days	Eligibility?	Number Converted	New Balance
Non-PEHCA	6	Yes	2	4
Non-PEHCA	5	Yes	1	4
PEHCA	7	Yes	4	3
PEHCA	6	Yes	3	3
PEHCA	5	Yes	2	3
PEHCA	4	Yes	1	3

~~The Personal Leave Day Carryover MOU still applies for the 2023-2024 school year.~~

2. For the 2024-2025 school year, the District will convert any accumulated personal leave days for teachers, above five (5) days, into the teacher's HRA at a rate of \$225 per day.

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Continuous Substitute Teacher Position

Effective Date: July 1, ~~2021~~2023 – June 30, ~~2023~~2025

The following contains the full text of the Memorandum of Understanding (MOU) Osseo Area Schools, ISD 279 (“District”), and Education Minnesota – OSSEO, Local 1212, Education Minnesota, American Federation of Teachers, National Education Association, AFL-CIO (“Union”), relating to Professional Learning/data teams.

Purpose: During the 2013-2015 contract negotiations, an interest was identified to create a new position titled “Continuous Substitute Teacher”. Individuals serving as a continuous substitute teacher will be assigned on a daily basis based on the needs of the District. The objective of creating such a position shall be aligned with the District’s mission, core values, and strategic objective.

Conditions: The following conditions shall apply to the continuous substitute teacher position:

1. The maximum number of duty days for individuals in this position will be 177 days per year (172 student contact days + 5 staff development days). No mark reporting days or parent teacher conferences shall apply.
2. Schedule D from the current Teachers’ terms and conditions of employment shall apply as the hourly rate of pay.
3. Benefits (health insurance, dental insurance, group term life, long-term disability income protection, and leaves of absence) shall apply, as outlined in the Terms and Conditions for Hourly Teachers.
4. The Continuous Substitute is a one-year, temporary position. A continuous substitute will have an assignment for the entire school year and can only be terminated for just cause. A Continuous Substitute will not be let go from the position mid-year to create an opening for another employee. The maximum duration of the assignment will be three years.
5. A Continuous Substitute is eligible for the ATPPS stipend with the successful completion of at least three observations and a summative report as well as the completion of student learning goals.
6. Individuals serving in this position must have a current teaching license. Short call licenses are not suitable for the assignment.
7. A Continuous Substitute will be required to work the minimum contract day as defined in Article ~~IX-9~~ – Hours of Service of the Teachers’ terms and conditions of employment.
8. These positions will not be included as available in the transfer process.

Effect: The parties agree that there shall be no requirement that an agreement be reached on any terms and conditions of employment related to any newly created position resulting from this MOU.

High School Music Directors

EFFECTIVE DATE: July 1, 2023 – June 30, 2025

High School Music Directors Requirements:

- The co-curricular contract is for the hours spent outside of the 40-hour work week.
- Anything beyond the requirements below is at the discretion of the Music Director.

Requirements:

- 3 concerts
- Northwest Suburban Conference Festival
- Graduation
- Minimum of 3 additional events in collaboration with Administration

Schedule C

EFFECTIVE DATE: upon ratification

Schedule C is under Labor Management Committee review. Schedule C will be reviewed in its entirety and may be adjusted. The rationale is to correlate the stipend with the workload associated with each assignment. Once the review is complete, retro pay will be awarded appropriately.

Addendum

<u>TOPIC</u>	<u>PAGE</u>
• Addendum A – Teacher Transfer Procedures.....	Z

ADDENDUM A

Teacher Transfer Procedures

Subd. 1. Distribution of FTEs within the Building/Site or Program: The specific process for distribution within the building/site or program of the Full Time Equivalents (FTEs) will be determined using the Framework for Collaborative Decision Making. Principals will be provided the names of those teachers who have a right to return to a previously held position. Teachers with return rights include:

- a. Teachers returning from approved leaves pursuant to return right guidelines disclosed in Article ~~IX~~9- Leaves of Absence of the Teachers' Terms and Conditions of Employment.
- b. Teachers returning from a Teacher Exchange (see Subd.10 of this Addendum).
- c. Teachers in identified positions who have indicated an intention to return to their former position (see Subd. 16 of this Addendum).

Subd. 2. Internal Site Reassignments of Continuing Contract Teachers: All openings created by retirements, resignations, terminations or new programs known by March 1st will first be made available to continuing contract teachers who are currently within the building/site or program. If more than one continuing contract teacher applies for the same position, all continuing contract teachers requesting an internal site reassignment must be interviewed by a team of affected teachers, including the Principal/Director/Coordinator. The Principal/Director/Coordinator will make the final decision. However, the building/site or program must submit a similar or equal position to the Initial Voluntary Transfer of Continuing Contract Teachers Process.

*(Exception: If the building/site or program has an overall reduction in their FTE's any FTE opening created by retirements, resignations, terminations or new programs that are filled at the building/site or program by a continuing contract teacher in this process exempts the building/site or program from having to submit a similar or equal position to the Initial Voluntary Transfer of Continuing Contract Teachers Process. Probationary teachers cannot be moved from their current level and/or assignments into a newly vacated position if a similar position cannot be delivered to the initial voluntary transfer process). (See **Teacher Transfer Process Memorandum of Understanding for additional exceptions.**)*

Subd. 3. Internal Site Reassignments of Probationary Teachers: Probationary teachers may be reassigned within the building/site or program. The reassignment of probationary teachers cannot reduce the number of FTE's that a building/site or program submits to the Initial Voluntary Transfer of Continuing Contract Teachers Process. The Principal/Director/Coordinator will make the final decision on any reassignment of probationary teachers in the Internal Site Reassignment of Probationary Staff.

Subd. 4. Initial Voluntary Transfer of Continuing Contract Teachers: Positions created by retirements, resignations, terminations or new programs that are known by March 1st will be open to all properly licensed continuing contract teachers who may seek a voluntary transfer except

when a building/site or program filled the position within the Internal Site Reassignment Processes as outlined in Subd. 2 and Subd. 3.

- a. Interviews in the Initial Voluntary Transfer for Continuing Contract Teachers Process: Continuing contract teachers who seek a voluntary transfer must notify the Human Resources Department within a five (5) day posting period for positions in this Initial Voluntary Transfer process. The five (5) most senior continuing contract teachers requesting a voluntary transfer must be interviewed by a team of affected teachers, including the Principal/Director/Coordinator. The Principal/Director/Coordinator will make the final decision. When there is more than one open position at a building/site or program and a continuing contract teacher applies for multiple positions, the building/site or program is only obligated to interview the continuing contract teacher two (2) times. Reasons, if requested, must be presented within five (5) days to the teacher not selected with appropriate feedback about the interview and why the decision to deny the transfer was made.
- b. Availability of New Opening for the Internal Reassignment Process: The position previously held by a continuing contract teacher who receives a reassignment in this Initial Voluntary Transfer Process will be made available for internal site reassignment following the procedures of Subd. 2 with a 24-hour posting or will be made available through the Involuntary Transfer Process.

Subd. 5. Probationary Teacher within Affected Building, Department or Program: The following procedures will be followed to identify the continuing contract teacher who will be an Involuntary Transfer.

- a. Probationary Teacher within Affected Grade Level, Department or Program: When an Involuntary Transfer is required at a building, department or program and there is a probationary teacher within the building, department or program, the probationary teacher will be removed from the position and may be placed in a hiring pool provided the teacher meets District standards based on the teacher performance appraisal system. Probationary teachers not placed in the hiring pool will have their contracts non-renewed at the end of the current school year. Placement in this pool does not guarantee employment. However, following the Involuntary Transfer Process, teachers in the hiring pool of displaced probationary teachers will be considered first for any remaining open positions. Probationary teachers selected for the pool but not placed by June 1st will have their teaching contract non-renewed.
- b. No Probationary Teacher within Affected Building, Department or Program: If there are no probationary teachers at the affected building, department or program, continuing contract teacher volunteers within the building, department or program will be sought to become the Involuntary Transfer (see Subd. 5c).
- c. Continuing Contract Teacher within Affected Building, Department or Program wants to be the Involuntary Transfer: Continuing Contract teachers in the affected building, department or program may volunteer in seniority order (most to least) to become the Involuntary Transfer.

- d. No Continuing Contract Teacher within Affected Building, Department or Program wants to be the Involuntary Transfer: If there are no volunteers at the affected building, department or program, other continuing contract teachers holding the same licensure as the least senior continuing contract teacher of the affected building, department or program may volunteer, again in seniority order (most to least), to become the Involuntary Transfer. The Principal or Program Director/Coordinator must approve the request to allow these building/site or program volunteers, because the least senior teacher of the affected building, department or program must transfer to the position held by the teacher who volunteers to become the Involuntary Transfer.
- e. Least Senior Continuing Contract Teacher within Affected Building, Department or Program: If there is not a qualified volunteer, the least senior continuing contract teacher in the affected building, department or program will be the Involuntary Transfer.
- f. Opportunity to Transfer to a Probationary Teacher's Position: The least senior continuing contract teacher will have the opportunity to transfer to another position at the current building/site or program if the position is open or the position is held by a probationary teacher and the continuing contract teacher is properly licensed. The continuing contract teacher who indicates a desire to transfer to a position within the building/site or program must meet with the Principal/Director/ Coordinator regarding the transfer. If the requested transfer is approved, the displaced probationary teacher will then be assigned as an Involuntary Transfer because the displacement does not cause a continuing contract teacher to become the Involuntary Transfer.
- g. Exemption from being the Involuntary Transfer if on Building or District Level Assistance: A continuing contract teacher on a building or district level assistance program will not be eligible to become the Involuntary Transfer, except under STRAND conditions outlined in Subd. 13.
- h. Major changes in a building/site and/or unique circumstances: Education Minnesota-OSSEO and the District may enter into a Memorandum of Understanding to allow continuing contract teachers to enter the Involuntary Transfer Process where appropriate.

Subd. 6. Principal Responsibility for Notification of Openings to Human Resources Department: When the internal building/site or program staffing process is complete, the Principal or Program Director/Coordinator will list the teacher(s) who will be the Involuntary Transfer(s) and any remaining vacancies by grade level or by license area and provide the list to Human Resources. This list must be provided during the staffing process each year.

Subd. 7. Human Resources Department Responsibility for Involuntary Transfer: Human Resources will contact each teacher on the Involuntary Transfer list to ascertain the desired grade level (elementary, or secondary) to be selected in the Involuntary Transfer process. The desired positions must be within the licensure area(s) of the continuing contract teachers. There is no

guarantee a desired position will be made available to the involuntary transfer process, only that a position within the teacher’s licensure area will be made available.

- a. Seniority List: Human Resources will compile a list of all teachers identified for Involuntary Transfers on the Involuntary Transfer list, their licenses, and seniority dates. Education Minnesota-OSSEO will be supplied this list as soon as it is compiled.
- b. Involuntary Transfer Notification: Teachers identified for Involuntary Transfer will be notified of the applicable vacancies and must respond in writing ~~not later than within five~~ three working days ~~before the Involuntary Transfer Meeting~~. The notice will contain:
 - 1. A complete list of ~~all~~ applicable vacancies available to the individual teacher based on their current license(s) including the grade level, department, building/site or program. A description of the position and/or program may also be included.
 - 2. Human Resources will notify placement by the end of the third day. ~~The date and time for the Involuntary Transfer Meeting for the individual's license area(s).~~
- c. Vacant Position List: Human Resources will work with Directors, Principals, or Coordinators to ensure an appropriate position is available in the Involuntary Transfer Process for identified teachers.
 - 1. There must be an open position for which the teacher is licensed. The process of making appropriate positions available may necessitate the placement of additional probationary teachers into the hiring pool for probationary teachers. Human Resources and Education Minnesota-OSSEO will assist all teachers in the Involuntary Transfer Process to identify and/or select an appropriate position.
 - 2. It is understood that the requirement to ensure an appropriate position as stated in Subd. 7c-1 will only be enforced when there are open positions or there is a position(s) held by probationary teachers in the desired levels or licensure areas.
 - 3. The positions will only be guaranteed at the beginning of the selection process. Once the selection process begins, seniority will dictate available positions. A teacher must select a position based on the open positions at the time their name is called based on their seniority date and licensure. Teachers are encouraged to select a position within the framework of Subd. 7c-1.

Subd. 8. Involuntary Transfer Meeting for Teachers: All teachers who have been involuntarily transferred should attend the Involuntary Transfer Meeting so that they may select their position in seniority order (most to least).

- a. Selection of Assignments by Seniority: Specific assignments will be made exclusively on seniority and license. The most senior Involuntary Transfer will select first. The next most senior by license area will then have the second choice, and so on. The process will continue until all involuntarily transferred teachers have received an assignment.

- b. Official Notification of Assignment: All involuntarily transferred teachers will be notified by Human Resources of their assignment for the following year no later than three (3) days following the Involuntary Transfer Meeting.
- c. Right of Continuing Contract Teachers to Return to Their Previous Assignment: Human Resources will notify any continuing contract teachers who are involuntarily transferred if the position they were transferred from becomes available between the Involuntary Transfer Meeting and the first teacher workshop day. If a continuing contract teacher wishes to return to their previous assignment, they must notify Human Resources within three (3) days of notification, or before their first scheduled workday, whichever occurs first. The position to which they had been involuntarily transferred will then be posted for a voluntary transfer except when the notification is given within five (5) days of the first teacher workshop day.

Subd. 9. Second Voluntary Transfer Process: All open positions not filled in the Involuntary Transfer Process will be made available to all internal and external licensed teachers. Teachers who seek a voluntary transfer must notify Human Resources within a five (5) day posting period for open positions they seek in this Second Voluntary Transfer process. All continuing contract teachers requesting a voluntary transfer must be interviewed by a team of affected teachers, including the Principal/Director/Coordinator. The Principal/Director/Coordinator will make the final decision. When there is more than one open position at a building/site or program and a continuing contract teacher applies for multiple positions, the building/site or program is only obligated to interview the continuing contract teacher two (2) times. Reasons, if requested, must be presented within five (5) days to the teacher not selected with appropriate feedback about the interview and why the decision to deny the transfer was made.

Subd. 10. Teacher Exchange: To provide different teaching options, two or more continuing contract teachers may request to exchange positions for one school year.

- a. The request to exchange positions must be made in writing to the principals involved, to the appropriate Directors, and to the Director, Human Resources. A teacher exchange may be approved without following the posting notice or the transfer policy.
- b. Requests to participate in a teacher exchange must be received in Human Resources no later than June 30th.
- c. Approval will be made by the principals involved, the appropriate Directors, and the Director, Human Resources in conjunction with the continuing contract teachers making the request.
- d. All teacher exchanges will begin on the first day of the school year.
- e. Upon expiration of the time period for the exchange, the teachers will return to their prior positions or exchange teachers may request to continue in their new assignment thereby giving up their rights to the previous assignment. A request to continue in the new assignment must be submitted to Human Resources no later than March 1st.

Subd. 11. Positions Known After the Involuntary Transfer Process: Following the Second Voluntary Transfer Process, all available positions created by new funding, changes in enrollment, additional resignations, retirements, leaves of absence, or vacancies created by other voluntary transfers will be made available for voluntary transfer. Human Resources will post or publish any remaining positions that are still open for the coming school year. The notification will specify licensure requirements, any special conditions, special needs and skills unique to the position. Positions will be posted for three (3) working days until the end of the school year and five (5) working days after school is out for the summer until August 1st. Effective August 1st the posting duration will be reduced to three (3) days until five (5) days prior to the 1st teacher workshop day. Continuing Contract, probationary teachers and outside candidates may apply for these positions. Continuing Contract Teachers must be granted an interview. The granting of interviews for probationary and outside candidates is at the discretion of the Principal/Director/Coordinator.

Subd. 12. Transfer Process within five (5) days of the first teacher workshop day: District teachers may receive a voluntary transfer within five (5) days prior to the first teacher workshop day in the following ways:

- a. By mutual agreement between Principals/Directors/Coordinators.
- b. To positions as approved by a Labor Management Committee.
- c. To a position where the licensure area has a shortage of candidates.

Subd. 13. STRAND Realignment: Definition: A Minnesota Supreme Court decision requires school boards to reassign continuing contract teachers in a reasonable manner to preserve their employment. The shifting or realignment of these teachers saves the jobs of other less senior continuing contract teachers who are facing layoffs.

Subd. 14. Early Hiring of Staff: Human Resources each year will determine the probable distribution of FTEs to buildings/sites or programs for the next year. The Director, Human Resources may, after conducting a Meet and Confer process with Education Minnesota - OSSEO, authorize the early hiring of a targeted number of unassigned new hires in selected areas. These unassigned new hires will be assigned to specific positions immediately following the Involuntary Transfer assignments.

Subd. 15. Unique Circumstances: Occasionally it may be in the best interest of a continuing contract teacher and the School District to involuntarily transfer the teacher due to situations that are unique and are not related to performance. When a teacher makes a request for an Involuntary Transfer for a unique situation, a Labor Management Committee will convene.

- a. Labor Management Committee Membership: The Labor Management Committee will include the following:
 1. The Director, Human Resources
 2. The affected licensed staff member
 3. The affected licensed staff member's current Principal/Director/Coordinator

4. The affected licensed staff member's current Directors
 5. The Education Minnesota Field Staff
 6. The Education Minnesota - OSSEO President
- b. Labor Management Committee Process: This committee will review the request and **MUST** mutually agree that a transfer would be in the best interest of all involved in order for the teacher to be placed in the Involuntary Transfer Process. If the request is granted, the position held by the affected teacher will not follow the building/site or program selection process but be placed as a vacancy as noted in Subd. 4.
 - c. Exclusion from Returning to the Vacated Position: Once the affected teacher is placed in the Involuntary Transfer Process, they will not be allowed to return to the position in the building/site or program they vacated.

Subd. 16. Process to return to a classroom teaching assignment for continuing contract teachers in an identified position: A continuing contract teacher in a position that has been identified jointly by Education Minnesota – OSSEO and the Director, Human Resources as a position that will not be open for Involuntary Transfer except in special circumstances will have the right to request to return to classroom teaching in a position for which they are appropriately licensed under guidelines a-f of this Subd. These positions include, but are not limited to, the following: district staff development assessment specialist, district equity teacher, behavior intervention teacher, special education building coordinator (SEBC), gifted education teacher (GE, EXCEL, SEM), alternative teacher professional pay system (ATPPS) facilitator, ATPPS instructional coach, and testing coordinator.

- a. The teacher must notify the Human Resources Department by March 1st of the year preceding the school year in which the teacher would return to a teaching position.
- b. If the teacher has held the position three (3) years or less, they will be allowed to return to the previously held teaching position.
- c. If the teacher has held the position more than three (3) years, guidelines d-f of this Subd. are followed.
- d. The teacher who is currently assigned to a building on a full-time or part-time basis may request to be assigned to a vacancy in that building in the internal transfer process (See Subd. 2 of this Addendum).
- e. The teacher may apply to any open position through the Initial Voluntary Transfer of Continuing Contract Teachers Process (See Subd. 4 of this Addendum).
- f. The teacher who is not placed through the Internal Transfer process or through the Initial Voluntary Transfer of Continuing Contract Teachers Process will be placed on the

Involuntary Transfer List and will select a position through the Involuntary Transfer Process (see Subd. 8 of this Addendum).

Subd. 17. Human Resources has ~~established-identified~~ unique protocols for the transfer of continuing contract teachers in ~~collaboration with EM-O.the following program areas, including but not limited to:~~

- ~~Elementary Music and Physical Education~~
- ~~Special Education Site Programs~~
- ~~Gifted Education (GE, EXCEL, SEM)~~
- ~~Speech Pathologists~~
- ~~School Psychologists~~
- ~~School Social Workers~~
- ~~Occupational Therapists~~
- ~~ATPPS~~

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**AGREEMENT ON
 “TERMS AND CONDITIONS OF EMPLOYMENT”
 FOR 2021-2022 AND 2022-2023
 BETWEEN
 THE SCHOOL BOARD INDEPENDENT
 SCHOOL DISTRICT 279
 MAPLE GROVE, MINNESOTA
 AND
 EDUCATION MINNESOTA – OSSEO
 LOCAL 1212
 EDUCATION MINNESOTA AMERICAN
 FEDERATION OF TEACHERS NATIONAL
 EDUCATION ASSOCIATION AFL – CIO**

IN WITNESS WHEREOF, the parties have executed this agreement as follows:

For Education Minnesota – Osseo:

DocuSigned by:
 KELLY WILSON

President, Education Minnesota – Osseo

DocuSigned by:
 Paul Terry

Chairperson, Teacher Negotiations

For Independent School District 279:

DocuSigned by:
 [Signature]

Chairperson, School Board

DocuSigned by:
 Tamara Grady

Clerk, School Board

DocuSigned by:
 Joel Milteer

Director, Labor Relations

Dated this _____ day of _____, 2022

Dated this _____ day of _____, 2022

Team:

Kelly Wilson
 Shawn Johnson
 Paul Terry
 Carol Fischer
 Melissa Pedersen
 Duane Anderson
 Tom Greve

Team:

Joel Milteer
 Laurel Anderson
 Tamara Grady
 Lisa McLearn
 Adrain Pendelton
 Ryan Bisson
 Robin Gunsolus
 Jill Lesné

Addresses of Official Notice:

EDUCATION MINNESOTA – OSSEO
 Local #1212
 9210 Wyoming Ave. N, Suite 200
 Brooklyn Park, MN 55445

SCHOOL BOARD
 Office of the Superintendent of Schools
 Independent School District 279
 11200 93rd Avenue North
 Maple Grove, MN 55369

EXTRACT OF MINUTES OF MEETING OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 279 (OSSEO AREA SCHOOLS)
STATE OF MINNESOTA

March 19, 2024

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 279 (Osseo Area Schools), State of Minnesota, was held in said school district on March 19, 2024, at six o'clock p.m., for the purpose, in part, of considering approval of gifts to the district.

The following members were present: XXXX;
and the following were absent: XXXX.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: “The board may receive, for the benefits of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

THEREFORE, BE IT RESOLVED that the School Board of Osseo Area Schools, ISD 279, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
Anonymous	Various banners	Donation to Zanewood Elementary School
Liberty Packaging	60 Literary Kits for 3 rd Grade Students	Donation to 3 rd grade students at Zanewood Elementary School
Wright-Hennepin Cooperative Electric Association	\$1,200.00	Scholarship for student at Maple Grove Senior High School
Edinbrook Elementary Families	\$10.00	Contribution toward 4 th grade classroom activities at Edinbrook Elementary School
PCSH Girls Volleyball Boosters	\$2,664.50	Donation to gift fund and salary for additional girls volleyball coach at Park Center Senior High School
David Stevens/Wells Fargo The Blackbaud Giving Fund	\$24.00	Support for improving literacy at Garden City Elementary School
Birch Grove Elementary PTO	\$1,500.00	Donation to support field trips for 3 rd , 4 th , and 5 th grade students at Birch Grove Elementary School
Rush Creek Elementary PTO	\$1,000.00	Donation for media center materials at Rush Creek Elementary School
David Stevens/Wells Fargo The Blackbaud Giving Fund	\$24.00	Support for improving literacy at Zanewood Elementary School
CEC Entertainment LLC/Chuck E Cheese	\$290.77	Donation to gift fund to support scholars' needs at 279Online School
MGSB Volleyball Booster Club	\$3,993.36	Support for volleyball coaches at Maple Grove Senior High School
Edinbrook Elementary Families	\$45.00	Support for 4 th grade classroom activities at Edinbrook Elementary School
Edinbrook Elementary PTO	\$185.00	Patrol Appreciation Day, tickets to Nickelodeon Universe, and bus donation at Edinbrook Elementary School
Cedar Island Elementary PTO	\$17,671.21	School support and bus reimbursement at Cedar Island Elementary School
Earl Carlson	\$25.00	1 st grade classroom needs at Fair Oaks Elementary School
The Blackbaud Giving Fund	\$24.00	Donation to support needs at Crest View Elementary School
Jeff & Connie Wetzell	\$300.00	Donation to the Elm Creek Fishing Club at Elm Creek Elementary School
Blackbaud Giving Fund/YourCause	\$228.00	Donation to support needs at Maple Grove Senior High School
The Blackbaud Giving Fund/YourCase Medtronic	\$200.00	Funds for instructional materials and to assist with lunches for readers at Park Brook Elementary School
Fair Oaks Elementary PTO	\$2,400.00	School choice donation to Fair Oaks Elementary School
Oak View Elementary Family	\$120.00	Donation to purchase pizza and cookies for two classrooms as a fundraising reward at Oak View Elementary School
Fernbrook Elementary PTO	\$21,464.00	Contribution for various reasons, including ESP support, teacher stipends support, end-of-year review books, 1 st and 3 rd grade field trips, EL notebooks, and popcorn purchase at Fernbrook Elementary School
The Blackbaud Giving Fund/YourCause Medtronic	\$475.00	Funds for instructional materials and to assist with lunches for readers at Park Brook Elementary School
The Blackbaud Giving Fund/YourCause	\$250.00	Donation to support student and building needs at Maple Grove Middle School
The Blackbaud Giving Fund/YourCause	\$140.00	Donation to support student and building needs at Maple Grove Middle School
TOTAL	\$54,233.84	258

The motion for the adoption of the foregoing resolution was duly seconded by Member _____.

The following voted in favor: XXXX;
and the following voted against: XXX

whereupon said resolution was declared duly passed and adopted

STATE OF MINNESOTA)
)SS
COUNTY OF HENNEPIN)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 279 (Osseo Area Schools), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this 19th day of March 2024.

School Board Clerk – Tamara Grady