

Agenda Independent School District 279 School Board	Regular Business Meeting Educational Service Center - Board Room 11200 93rd Ave N Maple Grove, MN 55369 Tuesday, September 24, 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 in 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](https://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. Introduction of Student School Board Representatives for the 2024-2025 School Year  
Superintendent Dr. Kim Hiel and Amy Tollefson, District Level Principal
6. Recognitions
  - A. Maple Grove Senior High Girls Golf Team - 2024 State Champions
  - B. Henry White, Maple Grove Senior High School - 2024 Track and Field State Champion, Pole Vault
  - C. Linton McPherson, Osseo Senior High School - 2024 Track and Field 2nd place-Pole Vault
  - D. Quinlan Rundquist, Earl Peter, Ben Sanvik and Cade Sanvik, Osseo Senior High School - 2024 Track and Field 3rd place - 4x800 relay
7. Presentation: Preliminary Fiscal Year 2024 Financial Report 4  
John Morstad, Executive Director of Finance and Operations and Kelly Benusa, Director of Business Services
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 August 27, 2024 18
  - B. Minutes of the negotiation strategies meeting of August 27, 2024 1

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I.	Property/Casualty and General Liability insurance renewal	77
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B.	Recommendation for Approval: Agreement on the Terms and Conditions of Employment between the Independent School District 279 School Board and School Executives, July 1, 2023 through June 30, 2025 Amy Moore, General Counsel	111
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13.	Informational Items: First Reading of Policies Amy Moore, General Counsel	
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C.	500 Series: Students	
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14.	Negotiation Strategies - Closed Session Lisa Chang, Director of Labor Relations and Yvonne Shorts Lind, Executive Director of Human Resources	
15.	Adjournment	

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**TO:** Dr. Kim Hiel, Superintendent  
**FROM:** John Morstad, Executive Director of Finance and Operations  
Kelly Benusa, Director of Business Services  
**SUBJECT:** Preliminary Fiscal Year 2024 Year-end Financial Reports  
**DATE:** September 24, 2024

Each year the district is required to complete an independent audit and submit an Annual Comprehensive Financial Report (ACFR) by December 31st. ISD 279 - Osseo Area Schools begins this process in August and the independent audit results are presented to the school board for approval in November. By September each year, the process provides a preliminary year-end financial report to assist in budget development for the upcoming fiscal year. This memo, along with the four attached exhibits, summarizes these preliminary financial results for the fiscal year ended June 30, 2024.

**Exhibit I** summarizes all revenue and expenditure amounts in the budgeted funds. The exhibit contains color coding that matches the color coding in this memo for each fund.

### General Fund

The General Fund includes the primary operations of the District in providing educational services to students from pre-kindergarten through grade 12, including transportation activities. **Exhibit II** summarizes the combined General Fund revenue and expenditure budget variance. The combined revenue/expenditure variance was 1.57% of total budgeted revenue and expenditures. This was within the budget planning benchmark of 2.0% for budgeted amounts.

### General Fund Revenue

Revenues were over budget by \$1,338,119 or 0.44% of the revised budget (**Exhibit II**). The variances can be attributed to several main factors outlined below.

- Special education increased \$612,682 from budgeted amounts, combination of increased current year revenue, partially offset by prior year over accrual.
- General education aid was more by \$553,208 due to 62 more actual APUs (Adjusted Pupil Units) and 14 less actual extended APU's from budgeted amounts and prior year adjustments.
- Tax collections decreased (\$534,704) from budgeted amounts.
- Investment earnings increased \$404,576 due to improved interest rates.
- Desegregation transportation increased \$360,191 from budgeted amounts.
- Third party billing for medical assistance decreased (\$179,446) from budgeted amounts.

## General Fund Expenditures

Expenditures were under budget by (\$7,983,945) or (2.75%) of the General Fund's expenditure budget (**Exhibit II**).

- Salaries were under budget by (\$1,970,894) or (1.11%). The following items comprise most of the variance.
  - Open educational support professional, custodial, teacher, and nursing positions, overtime, casual assignments, unused budget capacity, and contract settlements resulted in (\$1.5) million in savings.
  - Grant adjustments of (\$437,000).
- Benefits were under budget by (\$775,247). The variance can be attributed to four main areas.
  - First, employee health insurance and HSA contributions were (\$499,000) less than projected.
  - Second, FICA was (\$94,000) under budget.
  - Third, workers' compensation was (\$88,000) under budget.
  - Lastly, retiree HRA contributions were (\$73,000) less than anticipated.
- Purchased services expenditures were (\$4,247,930) or (10.85%) under budget. The following items comprise most of the variance.
  - Transportation contracted services and snow removal were under budget by (\$1,332,000) and (\$602,000), respectively. Transportation actual costs were lower due to several factors, including savings for route consolidation, adjustments to type III transportation and other routing solutions, and propane fuel rebates.
  - Utilities were under budget by (\$1,066,500) in several areas: natural gas (\$602,000) and electricity (\$474,000).
  - Other purchased services were under budget by (\$477,000) due to cost containment by management and staff.
  - Tuition paid to other districts and post-secondary education options (PSEO) paid to colleges were under budget by (\$431,000).
  - Student resource officers were under budget by (\$141,000) due to an inability to contract for services during the school year.
- Supplies, capital, and other expenditures were under budget by (\$989,874). General and instructional supplies were under budget by (\$926,000) and can be attributed to cost containment efforts of management and staff. New for fiscal year 2024, was the creation of curriculum capacity of \$1.5 million, which was \$461,000 underspent.

As in the past, we continue to record special funded projects (state and federal) and gifts, fund raising, clearing, and resale activity accounts separately. This is done for each account to ensure that expenditures occur only to the extent of revenue available.

- Special funded projects (state and federal) continue to be a large component of operations, with a total budget of \$54,842,016, which is a 3.7% increase from the prior year. Actual expenditures were under budget by (\$1,941,825) and will be carried over into next year since many of these projects' cross fiscal years. However, certain other grants have a one-year window to expend allowable funds. We carefully monitor grants with expiration dates to ensure that they are spent within the required parameters.
- Gifts, fund raising, clearing, and resale expenditures were under budget by (\$275,547). This under expenditure is combined with revenues received in these areas being (\$166,269) less than budget, along with prior year carryover.

- Student activities expenditures were under budget by (\$1,570). This under expenditure is offset by revenues received in these areas being (\$24,725) less than budget.

### General Fund – Fund Balance

**Exhibit III** shows the General fund balance increase of \$24,614,808 including special grants and gift accounts. This was more than the anticipated increase of \$14,432,184. The assigned and unassigned fund balance increased by \$23,648,654 from a balance of \$89,745,564 on June 30, 2023, to \$113,394,218 on June 30, 2024.

The fund balance at year end does not represent actual cash on hand. On June 30, 2024, the cash and investments balance were \$145,494,133; this was an increase in cash position of \$24,580,372 from the prior year. The difference is mainly caused by state aid metering of payments and the tax shift, which are utilized to help balance Minnesota’s state budget.

### Food and Nutrition Services Fund

**Exhibit I** shows the Food and Nutrition Services Fund had a planned deficit of (\$490,757). In **Exhibit III**, actual revenues exceeded expenditures by \$949,930. In **Exhibit I**, operating revenue was more than budget by \$466,795 or 2.72% due to increased participation in federal revenue and a la carte sales. Actual expenditures came in under budget by (\$973,892). Utilities, repairs, food, and equipment were areas under budget. The variance resulted in an increase to fund balance of \$949,930 more than was projected.

The fund balance increased to \$5,763,889 on June 30, 2024. This balance represents 33.87% of annualized expenditures and is more than adequate. We are planning to continue to use Food and Nutrition Services resources for capital improvements to increase the efficiency and effectiveness of the operation.

### Community Service Fund

**Exhibit I** shows the Community Service Fund had a planned deficit of (\$885,774). In **Exhibit III**, total fund balance decreased to \$5,955,612 on June 30, 2024. This balance represents 32.03% of annualized expenditures. Under State law, all revenue and fund balance in this fund are reserved for community education programs. In **Exhibit I**, operating revenue was more than budget by \$389,753 or 2.58% due to increased participation in summer and school year Kidstop, School Readiness programs, and increased facility rentals. Operating expenditures were (\$213,035) or (1.33%) less than budget, mostly due to various unfilled positions for Kidstop programs.

### Capital & Land Proceeds Fund

The Capital & Land Proceeds Fund ended the year with a decrease to fund balance of (\$2,062,099). This compares to an anticipated budgeted deficit of (\$2,938,144).

In **Exhibit III**, the entire Capital Expenditure/Land Proceeds Fund ending fund balance of \$5,722,661 on June 30, 2024, is restricted by State Statute for facilities, equipment, textbooks, and long-term facilities maintenance.

## Debt Service Fund

The Debt Service Fund balance increased to \$11,282,300 in FY2024. In **Exhibit I**, actual revenues exceeded budgeted revenues by \$6,262,457 or 47.71%. This variance is due mainly to the issuance of \$238,350,000 General Obligation School Building and Facilities Maintenance Bonds, Series 2024A. Budgeted amounts exceeded expenditures by \$116,139 or 0.95%. Debt service fund revenue and expenditures represent amounts necessary to meet payment schedules associated with the long-term debt of the district.

### Summary

Overall, we had a better year than budgeted, from a financial standpoint, due to the assistance of staff and administration. We were close to budget in most areas. The assigned and unassigned fund balance needs to be maintained to shelter the District from making significant budget reductions in the General Fund.

We will continue to evaluate the FY2024 financial data in relationship to the FY2025 and FY2026 budgets. We will use this, as well as other relevant information, as a basis for a revised budget of FY2025 revenue and expenditures. In addition, we will revise the projection for FY2026 before establishing budget parameters.

We would like to express special appreciation to the entire Business Services staff for their work and dedication throughout this year.

**ACTUAL VS BUDGET FINANCIAL RESULTS FOR FY2024**

Revenue Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance	Comments
<b>General Fund</b>					
Local sources					
Property taxes	\$ 72,734,771	\$ 73,269,475	\$ (534,704)	-0.73%	Tax collections decreased from budgeted amounts.
Investment earnings	6,154,576	5,750,000	404,576	7.04%	Investment earnings increased due to improved interest rates.
Other					
Tuition and fees	932,823	894,320	38,503		
Miscellaneous	358,458	251,884	106,574	42.31%	Miscellaneous collections were more than anticipated.
State sources					
General education	168,609,392	168,056,184	553,208	0.33%	General education aid was more than budgeted amounts. Actual students served were 62 more APU's (Adjusted Pupil Units) and 14 less extended time APU's from previous estimates. Total APU's for the FY2024 audit were 22,578. Remaining difference was due to prior year adjustments.
Special education-regular & summer school	44,962,682	44,350,000	612,682	1.38%	Special education increased from budgeted amounts. Combination of increased current year revenue more than anticipated based on formula calculations provided by the Minnesota Department of Education (MDE), partially offset by prior year over accrual.
Desegregation and nonpublic transportation	4,421,985	4,061,794	360,191	8.87%	Desegregation transportation increased \$175,000 from budgeted amounts and remaining difference is from prior year under accrual.
Third party billing for medical assistance	520,554	700,000	(179,446)	-25.64%	Third party billings for medical assistance decreased \$179,446 from the budgeted amount due to fewer collections than anticipated.
Other	7,096,054	7,119,519	(23,465)		
<b>General Fund Operating Budget</b>	<b>305,791,295</b>	<b>304,453,176</b>	<b>1,338,119</b>	<b>0.44%</b>	<b>Variance</b>
Special Funded Projects (State & Federal)	53,674,626	54,842,016	(1,167,390)	-2.13%	Federal carryover
Gifts, Fund Raising, Clearing, and Resale	2,323,731	2,490,000	(166,269)		
Student Activities	350,275	375,000	(24,725)		
<b>Total Revenue</b>	<b>\$ 362,139,928</b>	<b>\$ 362,160,192</b>	<b>\$ (20,265)</b>		

Revenue Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance	Comments
<b>Food and Nutrition Services</b>					
Local sources					
Investment earnings	\$ 189,542	\$ 245,000	\$ (55,458)		
Other					
Sale of lunches	1,211,024	1,118,002	93,022	8.32%	A la carte sales increased from budgeted amounts.
Miscellaneous	35,356	15,963	19,393		
State sources	5,906,531	5,849,226.00	57,305		
Federal sources	10,293,945	9,941,411	352,534	3.55%	Increased participation over projections.
<b>Food and Nutrition Services Fund Operating Budget</b>	<b>17,636,397</b>	<b>17,169,602</b>	<b>466,795</b>	<b>2.72%</b>	<b>Variance</b>
Special Funded Projects (State & Federal)	326,750	351,050	(24,300)		
Total Revenue	\$ 17,966,147	\$ 17,520,652	\$ 445,495		
<b>Community Service</b>					
Local sources					
Property taxes	\$ 3,187,149	\$ 3,197,914	\$ (10,765)		
Investment earnings	361,636	330,000	31,636		
Other					
Kidstop fees	6,621,909	6,438,889	183,020	2.84%	Kidstop fees were more than anticipated due to increased participation in summer and school year kidstop programs.
Continuing education	363,679	350,000	13,679		
Ice arena	300,039	293,580	6,459		
Tuition and other fees	2,452,806	2,285,000	167,806	7.34%	Tuition and other fees were more than anticipated due to increased participation in school readiness and increased facility rentals.
State sources					
Early childhood	1,128,430	1,128,390	40		
Learning readiness	1,015,293	1,015,293	-		
Other	2,592	2,591	1		
Early childhood screening	87,878	90,000	(2,122)		
<b>Community Service Operating Budget</b>	<b>15,521,410</b>	<b>15,131,657</b>	<b>389,753</b>	<b>2.58%</b>	<b>Variance</b>
Special Funded Projects	2,715,922	2,785,926	(70,004)		
Gifts, Fund Raising and Clearing	56,348	-	56,348		
Total Revenue	\$ 18,293,680	\$ 17,917,583	\$ 376,097		

Revenue Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance	Comments
<b>Capital &amp; Land Proceeds</b>					
Local sources					
Property taxes	\$ 15,155,743	\$ 15,155,743	-		
Investment earnings	57,616	60,000	(2,384)		
Rental	81,395	25,000	56,395		
Other	168,724	218,500	(49,776)		
State sources					
Operating capital general education	2,641,714	2,620,288	21,426		
<b>Capital Operating Budget</b>	<b>18,105,192</b>	<b>18,079,531</b>	<b>25,661</b>	<b>0.14%</b>	<b>Variance</b>
Special Funded Projects	22,012,422	22,013,012	(590)		
Gifts, Fund Raising, and Clearing	73,507	35,000	38,507		
Total Revenue	<u>\$ 40,191,121</u>	<u>\$ 40,127,543</u>	<u>\$ 63,578</u>		
<b>Debt Service</b>					
Local sources					
Property taxes	\$ 11,873,856	\$ 11,878,573	\$ (4,718)		
Investment earnings	593,570	415,000	178,570	43.03%	Investment earnings increased due to improved interest rates.
State sources	823,780	832,632	(8,852)		
Bonds issued	6,097,457	-	6,097,457		
<b>Debt Service Operating Budget</b>	<b>\$ 19,388,662</b>	<b>\$ 13,126,205</b>	<b>\$ 6,262,457</b>	<b>47.71%</b>	<b>Variance</b>
<b>All Funds Revenue Operating Budget Total</b>	<b>\$ 376,442,956</b>	<b>\$ 367,960,171</b>	<b>\$ 8,482,785</b>	<b>2.31%</b>	<b>Variance</b>

Expenditure Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance	Comments
<b>General Fund</b>					
<b>Salaries</b>	\$ 176,245,298	\$ 178,216,192	\$ (1,970,894)	-1.11%	Salaries were under budget by almost \$2 million or 1.11%. The variance is due to several factors. First, \$1.5 million in savings from open positions, overtime, casual assignments, unused budget capacity, and contract settlements. \$437,000 in adjustments for grants.
<b>Employee benefits</b>	63,527,766	64,303,013	(775,247)	-1.21%	The variance can be attributed to four main areas. The first item, employee health insurance and HSA contributions were \$499,000 less than projected. Second, FICA was \$94,000 under budget. Third, workers' compensation was \$88,000 under budget. Lastly, retiree HRA contributions were \$73,000 less than anticipated.
<b>Purchased services</b>					
Transportation contracted services	18,876,597	20,854,047	(1,977,450)	-9.48%	Transportation contracted services and snow removal were under budget by \$1,332,000 and \$602,000, respectively. Transportation actual costs were lower due to several factors, including savings for route consolidation, adjustments to type III transportation and other routing solutions, and propane fuel rebates.
Utilities	4,000,266	5,066,768	(1,066,502)	-21.05%	Utilities were under budget in several areas. Natural gas was \$602,000 less than budget capacity and electricity was \$474,000 less than budget capacity. The variance can be attributed to three main areas. Consulting and professional services was under budget by \$477,000 due to cost containment of management and staff. Tuition paid to districts and PSEO paid to colleges were \$431,000 under budget. Student resource officers were under budget by \$141,000 due to inability to contract for services.
Other purchased services	10,104,636	11,142,041	(1,037,405)	-9.31%	
Repairs	558,058	687,503	(129,445)	-18.83%	The majority of the variance is due to cost containment of management and staff.
Staff development	493,856	536,822	(42,966)		
Property & liability insurance	862,496	856,657	5,839		
<b>Supplies, capital, and other</b>					
General and instructional supplies	6,096,676	7,023,158	(926,482)	-13.19%	The majority of the variance is due to cost containment of management and staff. New for FY 2024 was curriculum capacity of \$1.5 million, which was \$461,000 underspent.
Fuel	65,828	65,000	828		
TRA and PERA special funding	1,071,584	1,100,000	(28,416)		
Dues	133,986	169,791	(35,805)		
<b>General Fund Operating Budget</b>	<b>282,037,047</b>	<b>290,020,992</b>	<b>(7,983,945)</b>	<b>-2.75%</b>	<b>Variance</b>
Special Funded Projects (State & Federal)	52,900,191	54,842,016	(1,941,825)	-3.54%	Federal carryover
Gifts, Fund Raising, Clearing, and Resale	2,214,453	2,490,000	(275,547)		
Student Activities	373,430	375,000	(1,570)		
<b>Total Expenditure</b>	<b>\$ 337,525,120</b>	<b>\$ 347,728,008</b>	<b>\$ (10,202,888)</b>		

<b>Expenditure Comparisons</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual Over (Under) Budget</b>	<b>% of Actual vs Budget Variance</b>	<b>Comments</b>
<b>Food and Nutrition Services</b>					
Salaries	\$ 4,889,945	\$ 4,989,086	\$ (99,141)		
Employee benefits	1,579,985	1,664,712	(84,727)		
Purchased services	626,732	848,747	(222,015)	-26.16%	Decrease in purchased services due to several areas. Utilities decreased from budgeted amounts \$135,000 for electricity and natural gas. Contract equipment repair decreased from budgeted amounts \$71,000.
Supplies, capital, and other					
Food	8,131,332	8,369,371	(238,039)	-2.84%	Food decreased from budgeted amounts due to a slight decrease in inflation food costs.
Supplies	802,092	888,443	(86,351)		
Equipment	656,380	900,000	(243,620)	-27.07%	Equipment decreased from budgeted amounts due to a decrease in replacement equipment needed.
<b>Food and Nutrition Services Operating Budget</b>	<b>16,686,467</b>	<b>17,660,359</b>	<b>(973,892)</b>	<b>-5.51%</b>	
Special Funded Projects (State & Federal)	326,750	351,050	(24,300)		
Total Expenditure	\$ 17,016,217	\$ 18,011,409	\$ (995,192)		
<b>Community Service</b>					
Salaries	\$ 9,608,826	\$ 9,801,988	\$ (193,162)	-1.97%	Actual Kidstop program salaries and benefits were less than anticipated due to various open and unfilled positions throughout the year.
Employee benefits	2,822,260	2,998,541	(176,281)	-5.88%	
Purchased services	2,596,674	2,531,550	65,124		
Supplies, capital, and other	776,636	685,352	91,284		
<b>Community Service Operating Budget</b>	<b>15,804,396</b>	<b>16,017,431</b>	<b>(213,035)</b>	<b>-1.33%</b>	
Special Funded Projects	2,715,922	2,785,926	(70,004)	-2.51%	Federal carryover
Clearing and Resale	76,135	-	76,135		
Total Expenditure	\$ 18,596,453	\$ 18,803,357	\$ (206,904)		

<b>Expenditure Comparisons</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual Over (Under) Budget</b>	<b>% of Actual vs Budget Variance</b>	<b>Comments</b>
<b>Capital &amp; Land Proceeds</b>					
Capital Operating Budget	\$ 20,097,469	\$ 21,017,675	\$ (920,206)	-4.38%	The variance can be attributed to several main areas: textbooks, software, and equipment.
Special Funded Projects, Gifts, Fund Raising, Clearing and Resale	22,155,751	22,048,012	107,739	0.49%	Long-Term Facilities Maintenance expenditures were over budget.
<b>Capital Total</b>	<b>\$ 42,253,220</b>	<b>\$ 43,065,687</b>	<b>\$ (812,467)</b>	<b>-1.89%</b>	<b>Variance</b>
<b>Debt Service</b>					
<b>Debt Service Operating Budget</b>	<b>\$ 12,134,732</b>	<b>\$ 12,250,870</b>	<b>\$ (116,139)</b>	<b>-0.95%</b>	Other debt service fees were under budget.
<b>All Funds Expenditure Operating Budget Total</b>	<b>\$ 346,760,110</b>	<b>\$ 356,967,327</b>	<b>\$ (10,207,217)</b>	<b>-2.86%</b>	<b>Variance</b>

## FY 2024 General Fund Financial Summary

- A. 1. The District's planning benchmark is that actual revenue and expenditures will be within 2.00% of budgeted totals.
2. The District's size of operation is best depicted by the combined revenue and expenditure budget of \$594,474,168 consisting of about 12,150 individual expenditure accounts and about 225 individual revenue accounts.
3. The District's procedures are to analyze revenue and expenditure budgets and to revise the adopted budgets to better reflect the district's updated estimates. In fiscal year 2024, the general fund revenue and expenditure budgets were adjusted in this process.

B. Analysis of variance between budgeted and actual results

Fiscal Year	Net Revenue/Expenditure Variances (1)	% of Total Budgeted Rev/Exp
2024	\$ 9,322,064	1.57%

(1) Excludes special funded projects/resale.

C. Major FY2024 revenue and expenditure variances

Revenue

The District's actual revenue was over (under) projection by the following amounts.

1. Special education increased from budgeted amounts, combination of increased current year revenue, partially offset by prior year over accrual.	\$ 612,682
2. General education aid was more than budgeted amounts. Actual students served were 62 more APUs (Adjusted Pupil Units) than budget (62 * \$11,404), 14 less extended time APUs than budget (14 * \$5,117), and prior year adjustments.	553,208
3. Tax collections decreased from budgeted amounts.	(534,704)
4. Investment earnings increased due to improved interest rates.	404,576
5. Desegregation transportation increased from budgeted amounts.	351,757
6. Third party billing for medical assistance decreased from budgeted amounts.	(179,446)
7. Various other smaller items.	130,046
<b>Total variance</b>	<b>\$ 1,338,119</b>

Expenditures

The District's expenditures were over (under) budget by the following amounts.

1. Salaries	\$ (1,970,894)
2. Benefits	(775,247)
3. Purchased services (includes transportation contracted services)	(4,247,930)
4. Supplies and other	(989,874)
<b>Total variance</b>	<b>\$ (7,983,945)</b>

Net revenue/expenditure variance	\$ 9,322,064
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## Fiscal Year 2024 Fund Balance (All Operating and Non-operating Items)

	Fund Balance 6/30/2023	Revenue	Expenditure	Net Increase (Decrease)	Fund Balance 6/30/2024	Fund Balance (Non-spendable/ Restricted) 6/30/2024	Fund Balance (Assigned/ Unassigned) 6/30/2024
General	\$92,417,109	\$362,139,928	\$337,525,120	\$24,614,808	\$117,031,917	(\$3,637,699)	\$113,394,218
Capital & Land Proceeds	7,784,760	40,191,121	42,253,220	(2,062,099)	5,722,661	(5,722,661)	-
<b>Total General</b>	<b>100,201,869</b>	<b>402,331,049</b>	<b>379,778,340</b>	<b>22,552,709</b>	<b>122,754,578</b>	<b>(9,360,360)</b>	<b>113,394,218</b>
Food and Nutrition Services	4,813,959	17,966,147	17,016,217	949,930	5,763,889	(5,763,889)	-
Community Service	6,258,385	18,293,680	18,596,453	(302,773)	5,955,612	(5,955,612)	-
Building Construction	9,654,295	261,759,576	21,157,906	240,601,670	250,255,965	(250,255,965)	-
Debt Service	4,028,370	19,388,662	12,134,732	7,253,930	11,282,300	(11,282,300)	-
Custodial Fund - LCTS	1,268,150	487,454	395,816	91,638	1,359,788	(1,359,788)	-
Custodial Fund - NWFSC	654,591	499,988	580,638	(80,650)	573,941	(573,941)	-
Internal Service - Retirement Incentive Pay	791,614	184,245	157,185	27,060	818,674	-	818,674
Internal Service - Post-Employment Benefits Revocable Trust Fund	9,163,329	2,050,475	463,157	1,587,318	10,750,647	(10,750,647)	-
Internal Service - Dental Self-Insurance	409,014	2,285,254	2,282,462	2,792	411,806	-	411,806
Internal Service - Medical Self-Insurance	371,952	7,181,520	7,436,672	(255,152)	116,800	-	116,800
<b>Totals</b>	<b>\$ 137,615,528</b>	<b>\$ 732,428,050</b>	<b>\$ 459,999,578</b>	<b>\$ 272,428,472</b>	<b>\$ 410,044,000</b>	<b>\$ (295,302,502)</b>	<b>\$ 114,741,498</b>

# Osseo Area Schools ISD # 279

## Five-Year Financial Projection - General Fund

Categories	Actual FY 2023	Actual FY 2024	% Chg	Adopted Budget FY 2025	% Chg	Projected FY 2026	% Chg	Projected FY 2027	% Chg	Projected FY 2028	% Chg	Projected FY 2029	% Chg
Revenue	263,616,086	305,791,295	16.0%	313,338,405	2.5%	316,973,507	1.2%	323,523,532	2.1%	328,274,935	1.5%	332,509,533	1.3%
Expenditures	265,056,715	282,037,047	6.4%	314,997,510	11.7%	324,740,850	3.1%	336,384,822	3.6%	346,474,970	3.0%	356,843,400	3.0%
Difference over/(under)	(1,440,629)	23,754,248		(1,659,105)		(7,767,343)		(12,861,290)		(18,200,035)		(24,333,867)	
Assigned/Unassigned Fund Balance	87,918,776	111,673,024		110,013,919		102,246,576		89,385,286		71,185,252		46,851,385	
Fund Balance %	33.2%	39.6%		34.9%		31.5%		26.6%		20.5%		13.1%	

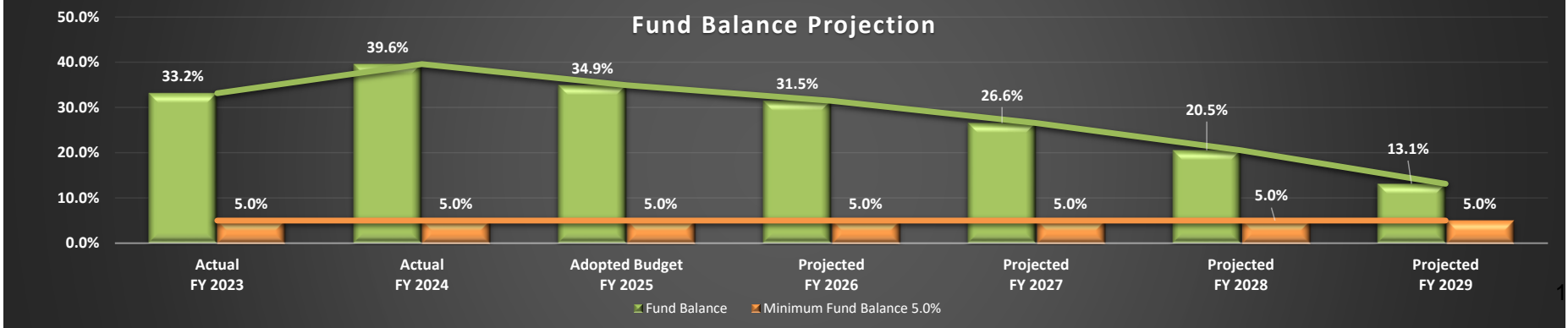
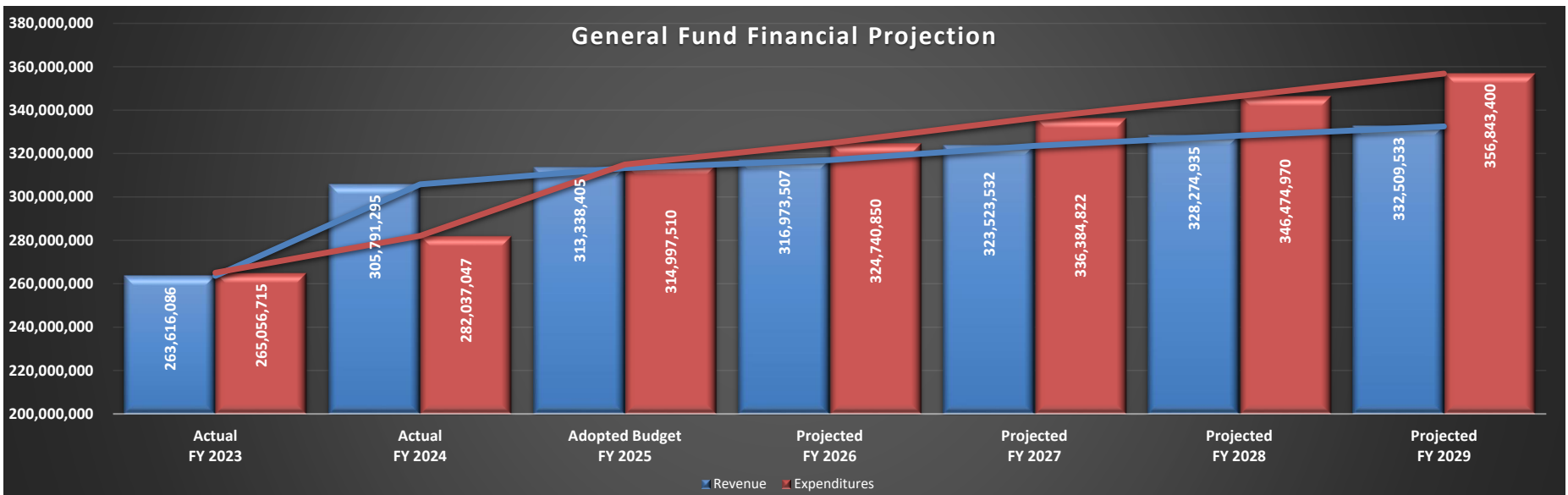
### Operational Adjustments

#### Assumptions

General Formula increase estimates 2.53% FY 2026, 2% FY 2027, 2.47% FY 2028, 2.36% FY 2029, future years 2% minimum and 3% cap tied to inflation

Expenditure increase of 3.0% annually

0 total operational adjustments





Minutes of the Regular Meeting  
Independent School District 279 School Board  
Maple Grove, MN  
Tuesday, August 27, 2024

CALL TO ORDER	A regular meeting of the Independent School District 279 School Board was held on Tuesday, August 27, 2024 in the board room at the Educational Service Center. Board Chair Jackie Mosqueda-Jones called the meeting to order at 6:00 PM.
ROLL CALL	The following members were present: Thomas Brooks, Tanya Prince, Jackie Mosqueda-Jones, Sarah Mitchell, and Tamara Grady. Heather Douglass was absent.
PLEDGE OF ALLEGIANCE	The Pledge of Allegiance was recited, led by Jackie Mosqueda-Jones.
APPROVAL OF AGENDA	Motion by Tanya Prince, seconded by Thomas Brooks, to approve the agenda as presented. The motion carried on a vote of 5 to 0.
PRESENTATION	Building a Better Future Architectural Update shared by John Morstad, Executive Direction of Finance and Operations, Lynae Schoen of Wold Architects and Engineers, and Nancy LaBissoniere of ATS&R.
PRESENTATION	Summer Programming Report shared by Brian Siverson-Hall, Executive Director of Community Engagement and Community Education team members Carrie Cabe, Tajtianna Bell, Kari Sawyer, Melissa Carstens and Kristy Johnson.
RECOGNITIONS	None
AUDIENCE OPPORTUNITY TO ADDRESS THE SCHOOL BOARD	None
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 Tanya Prince (Brooklyn Bridge Alliance for Youth with further information shared about a demonstration project on positive use regarding technology and social media) and Jackie Mosqueda-Jones (District 287).

<p>CONSENT AGENDA</p>	<p>Motion by Sarah Mitchell, seconded by Tanya Prince, to approve items in the consent agenda as follows:</p> <ul style="list-style-type: none"> <li>A. Minutes of the regular meeting of July 23, 2024</li> <li>B. Financial reports for the month of July 2024</li> <li>C. Payment of items for the month of July 2024</li> <li>D. 2024-25 Investment Report</li> <li>E. Extended Educational Trips</li> <li>F. Personnel</li> <li>G. Contract by and between ISD 279 Osseo Area Schools and St. David’s Center for the purpose of providing school linked mental health at the following buildings: Birch Grove, Crest View, Elm Creek, Fair Oaks, Park Brook, Rice Lake, Weaver Lake, Willow Lane, Woodland and Zanewood</li> <li>H. FY 25 federal grant delegation resolution</li> </ul> <p>The motion carried on a vote of 5 to 0.</p>
<p>ACTION ITEM</p> <p>LICENSED COORDINATORS CONTRACT</p>	<p>Motion by Tamara Grady, seconded by Thomas Brooks, to approve the Terms and Conditions of Employment between the Independent School District 279 School Board and Licensed Coordinators, July 1, 2023-June 30, 2025. The motion carried on a vote of 5 to 0.</p>
<p>ACTION ITEM</p> <p>DIRECTORS AND CONFIDENTIAL MANAGERS CONTRACT</p>	<p>Motion by Tamara Grady, seconded by Tanya Prince, to approve the Terms and Conditions of Employment between the Independent School District 279 School Board and Directors and Confidential Managers, July 1, 2023-June 30, 2025. The motion carried on a vote of 5 to 0.</p>
<p>ACTION ITEM</p> <p>ADDENDUM TO SUPERINTENDENT CONTRACT</p>	<p>Motion by Tanya Prince, seconded by Thomas Brooks , to approve the resolution relating to approval of an addendum to the superintendent contract by and between Independent School District 279 School Board and Dr. Kim Hiel. The motion carried on a vote of 5 to 0.</p>
<p>ACTION ITEM</p> <p>ADDENDUM TO GENERAL COUNSEL CONTRACT</p>	<p>Motion by Jackie Mosqueda-Jones, seconded by Sarah Mitchell , to approve the resolution relating to approval of an addendum to the general counsel contract by and between Independent School District 279 School Board and Amy Moore. The motion carried on a vote of 5 to 0.</p>
<p>GIFTS TO THE DISTRICT</p>	<p>Motion by Tanya Prince, seconded by Thomas Brooks, to approve Gifts to the District totaling \$58,158.55. The motion carried on a vote of 5 to 0.</p>

<p>NEGOTIATION STRATEGIES/ ADJOURNMENT</p>	<p>Motion by Sarah Mitchell, seconded by Tanya Prince, to recess the regular meeting at 8:45 PM, and reconvene in the Forum for a closed session pursuant to MN Statute 13D.03 for labor negotiations with Hourly Technical, Confidential Support Specialists, Kidstop Instructors, RNs/LPNs, Educational Support Professionals, Administrative Educational Support Professionals, Custodians, School Nutrition and the Casual Salary Guide-Activities and Coaches.</p> <p>The school board meeting adjourned at the conclusion of the closed session at 8:39 PM.</p>
	<p>_____ Jackie Mosqueda-Jones, Board Chairperson</p>

Minutes of the Special Meeting  
Independent School District 279 School Board  
Maple Grove, Minnesota

August 27, 2024

- MEETING A closed special meeting of the School Board was held on Tuesday, August 27, 2024 in the Forum Room of the Educational Service Center. Chairperson Jackie Mosqueda-Jones called the meeting to order at 7:54 PM.
- ROLL CALL School Board members Thomas Brooks, Tamara Grady, Sarah Mitchell, Jackie Mosqueda-Jones and Tanya Prince were in attendance. Board member Heather Douglass was absent.
- District administrators Superintendent Dr. Kim Hiel, General Counsel Amy Moore and district administrators Lisa Chang, Yvonne Shorts Lind and John Morstad were in attendance.
- PURPOSE OF MEETING The meeting was held for the purpose of labor negotiations. An audio recording will be available to the public after all labor contracts are signed for the current budget period.
- ADJOURNMENT At 8:39 PM Chairperson Jackie Mosqueda-Jones adjourned the meeting.

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Jackie Mosqueda-Jones, Chairperson

# Independent School District 279

## Consent Agenda Financial Items Fiscal Year 2025

Date: September 24, 2024

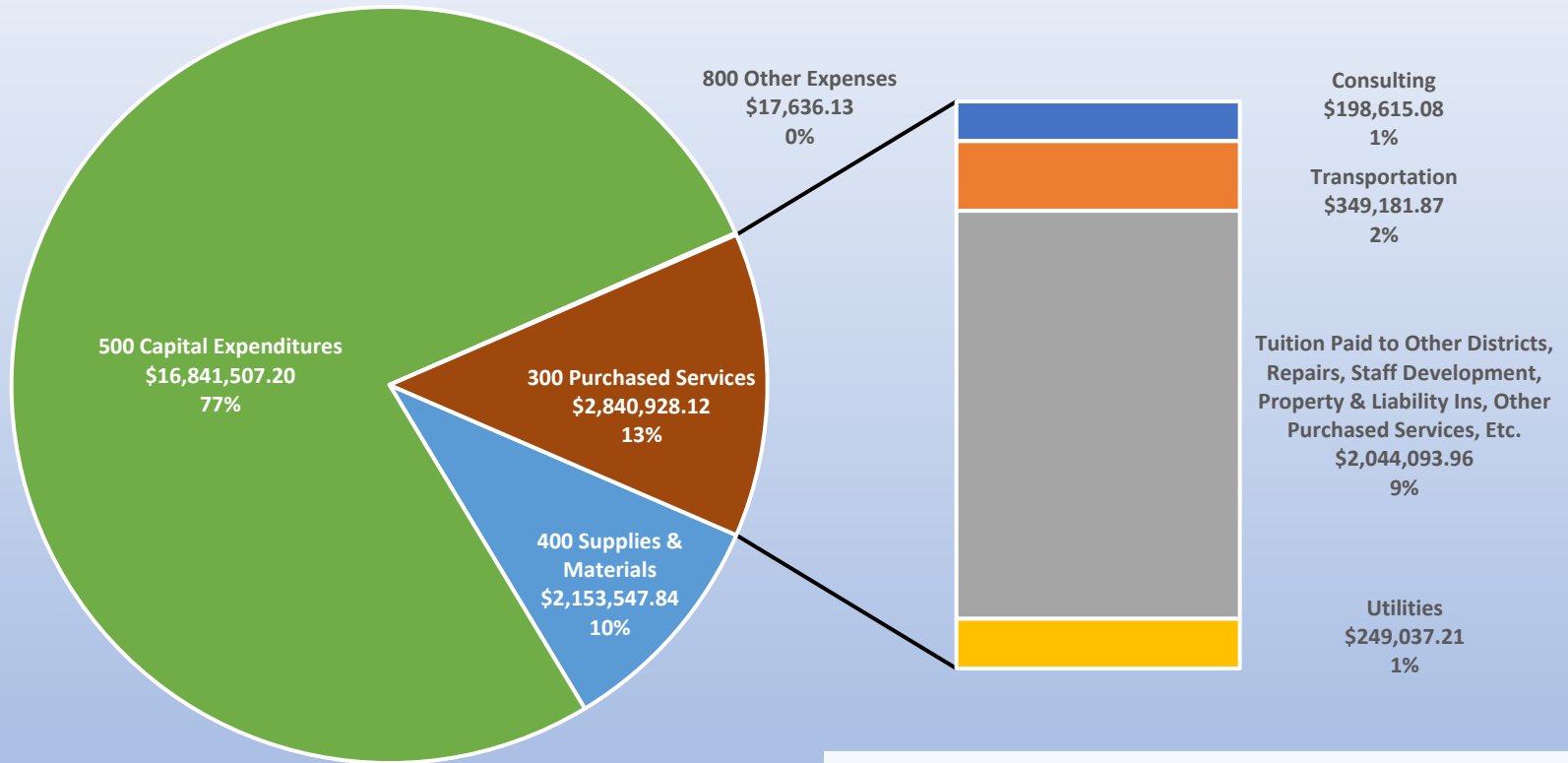
To: John Morstad, Executive Director of Finance and Operations

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 August.
- B. The ISD 279 School Board authorizes payment of Vendor Checks, Payables, Electronic Wire Transfers, Employee Reimbursements, and Vendor ACH for the month of August totaling \$34,221,853.17.

## AUGUST 2024 PAYMENTS FOR ALL FUNDS



**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.....\$12,368,233.88

**TO:** John Morstad, Executive Director of Finance and Operations  
**FROM:** Kelly Benusa, Director of Business Services  
**SUBJECT:** Financial Reports for the Months Ended July 31 and August 31, 2024  
**DATE:** September 24, 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 6.6% decrease 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, 2024, year-end results will be 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 0.3% increase from the prior year. June 30, 2024, year-end results will be incorporated into the February mid-year budget adjustments where applicable.

**Current Investments on Hand**

Interest rates remained stable during July and August 4.00% to 5.2075 compared with May rates of 3.375% to 5.230%.

**ISD 279-Osseo Area Schools  
Fund Balance Report  
Fiscal Year 2025  
Month Ended August 31, 2024**

<b>Fund</b>	<b>Accrual Basis Fund Balance June 30, 2024</b>	<b>FY 2025 YTD Revenue</b>	<b>FY 2025 YTD Expenditure</b>	<b>Cash Basis * Fund Balance August 31, 2024</b>
<b>General</b>	116,775,224	58,035,086	11,067,231	163,743,080
<b>Student Activities</b>	256,692	864	(9,416)	266,972
<b>Capital &amp; Land Proceeds</b>	5,722,661	11,942	14,661,388	(8,926,785)
<b>Food &amp; Nutrition Service</b>	5,763,889	181,770	689,248	5,256,411
<b>Community Service</b>	5,955,612	2,242,577	2,105,770	6,092,419
<b>Building Construction</b>	250,255,965	(2,012,263)	13,476,763	234,766,939
<b>Debt Service</b>	11,282,300	9,701,719	2,173,131	18,810,888
<b>Retirement Incentive Pay Internal Service</b>	818,674	-	(81,677)	900,351
<b>Dental Self Insurance Internal Service</b>	411,806	109,677	265,829	255,654
<b>Health Self Insurance Internal Service</b>	116,800	796,207	301,128	611,880
<b>Post-Employment Benefits Revocable Trust Internal Service</b>	10,750,647	264,731	-	11,015,378
<b>Total</b>	<b>\$ 408,110,270</b>	<b>\$ 69,332,311</b>	<b>\$ 44,649,395</b>	<b>\$ 432,793,187</b>

\*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 2025  
Month Ended August 31, 2024**

Revenue By Fund	August 2024 Revenue	FY 2025 YTD Revenue	% Of Budget	FY 2025 Budget	Actual YTD (Over) Under Budget	FY 2024 Actual Revenue	% Of PY Actual
<b>General</b>	58,389,748	61,003,421	19.5%	313,338,405	38,738,653	80,134,163	26.6%
<b>Capital &amp; Land Proceeds</b>	(63,417)	11,942	0.1%	21,793,998	18,105,192	9,436	0.1%
<b>Food &amp; Nutrition Services</b>	(208,848)	181,890	1.1%	16,778,359	16,596,469	175,510	1.0%
<b>Community Service</b>	2,093,536	2,218,703	14.1%	15,765,950	13,547,247	2,342,397	15.1%
<b>Debt Service</b>	9,459,606	9,701,719	49.5%	19,614,864	9,913,145	6,372,820	32.9%
<b>Total Revenue Operating Budget</b>	<u>69,670,625</u>	<u>73,117,675</u>	18.9%	<u>387,291,576</u>	<u>96,900,705</u>	<u>89,034,326</u>	23.9%
<b>Special Funded Projects (State &amp; Federal)</b>	(3,636,086)	(3,063,885)		-	3,063,885	(1,261,857)	-1.5%
<b>Gifts/Fund Raising Clearing/Resale</b>	77,949	119,304		-	(119,304)	69,939	2.8%
<b>Student Activities</b>	(18,227)	864		-	(864)	-	0.0%
<b>Total Revenue Budget</b>	<u>66,094,260</u>	<u>70,173,959</u>	18.1%	<u>\$ 387,291,576</u>	<u>\$ 99,844,422</u>	<u>\$ 87,842,408</u>	19.2%
<b>Non-Budgeted Funds</b>							
Building Construction	(2,351,080)	(2,012,263)					
Dental Self Insurance Internal Service	60,166	109,677					
Health Self Insurance Internal Service	521,446	796,207					
Post-Employment Benefits Revocable Trust Internal Service	221,294	264,731					
<b>Total Non-Budgeted Funds</b>	<u>(1,548,173)</u>	<u>(841,647)</u>					
<b>Total Revenue</b>	<u>\$ 64,546,088</u>	<u>\$ 69,332,311</u>					

General Fund - % Comparison of Year to Date with Operating Budget	<u>FY 2025</u> 19.5%	<u>FY 2024</u> 26.1%
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**ISD 279-Osseo Area Schools  
Expenditure Operating Budget Summary By Fund  
Fiscal Year 2025  
Month Ended August 31, 2024**

Expenditure By Fund	August 2024 Expenditure	FY 2025 YTD Expenditure	% Of Budget	FY 2025 Budget	Actual YTD (Over) Under Budget	FY 2024 Actual Expenditure	% Of PY Actual
Salaries and Wages	\$ 3,078,852	\$ 4,402,389	2.2%	\$ 196,953,212	\$ 192,550,823	\$ 3,402,278	1.9%
Employee Benefits	839,360	2,401,673	3.4%	70,143,179	67,741,506	1,783,007	2.8%
Purchased Services	1,082,759	1,995,087	5.1%	39,027,173	37,032,086	1,731,103	5.0%
Supplies and Materials	494,597	875,159	12.0%	7,267,921	6,392,762	1,201,990	21.8%
Capital	15,167	16,879	4.2%	405,870	388,991	3,901	0.5%
Other	5,182	80,425	6.7%	1,200,155	1,119,730	94,402	-119.0%
<b>General</b>	<u>5,515,917</u>	<u>9,771,613</u>	3.1%	314,997,510	305,225,897	8,216,682	2.9%
<b>Capital &amp; Land Proceeds</b>	4,012,439	11,377,544	50.9%	22,357,800	10,980,256	9,698,978	48.3%
<b>Food &amp; Nutrition Services</b>	505,343	689,248	3.9%	17,620,884	16,931,636	510,362	3.1%
<b>Community Service</b>	1,681,831	1,983,784	11.1%	17,936,391	15,952,607	1,467,690	9.3%
<b>Debt Service</b>	-	2,173,131	8.4%	25,845,079	23,671,948	2,462,089	20.3%
<b>Total Expenditure Operating Budget</b>	<u>11,715,531</u>	<u>25,995,320</u>	6.5%	398,757,664	372,762,344	22,355,801	6.5%
<b>Special Funded Projects (State &amp; Federal)</b>	3,992,300	4,584,899		-	(4,584,899)	2,667,323	3.4%
<b>Gifts/Fund Raising Clearing/Resale</b>	102,671	116,549		-	(116,549)	127,374	5.6%
<b>Student Activities</b>	(10,719)	(9,416)		-	9,416	7,314	2.0%
<b>Total Expenditure Budget</b>	<u>15,799,783</u>	<u>30,687,352</u>	7.7%	<u>\$ 398,757,664</u>	<u>\$ 368,070,312</u>	<u>\$ 25,157,812</u>	5.9%
<b>Non-Budgeted Funds</b>							
Building Construction	10,878,838	13,476,763					
Retirement Incentive Pay Internal Service	(691,340)	(81,677)					
Dental Self Insurance Internal Service	265,791	265,829					
Health Self Insurance Internal Service	(177,293)	301,128					
Post-Employment Benefits Revocable Trust Internal Service	-	-					
<b>Total Non-Budgeted Funds</b>	<u>10,275,995</u>	<u>13,962,042</u>					
<b>Total Expenditure</b>	<u>\$ 26,075,778</u>	<u>\$ 44,649,395</u>					

General Fund - % Comparison of Year to Date with Operating Budget	<u>FY 2025</u> 3.1%	<u>FY 2024</u> 2.8%
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**ISD 279 - OSSEO AREA SCHOOLS  
CURRENT INVESTMENTS ON HAND  
FISCAL YEAR 2025  
MONTH END AUGUST 31, 2024**

<b>BANK</b>	<b>TYPE</b>	<b>PURCHASED</b>	<b>MATURITY</b>	<b>YIELD</b>	<b>COST</b>
MN TRUST - PMA	CD	03-20-24	01-29-27	4.430	1,000,000
MN TRUST - PMA	SEC	03-21-24	10-01-26	4.500	2,037,005
MN TRUST - PMA	TERM SERIES	03-22-24	09-22-25	4.780	10,000,000
MN TRUST - PMA	CD	03-25-24	09-26-25	4.860	6,000,000
MN TRUST - PMA	CD	03-27-24	09-30-24	5.180	2,000,000
MN TRUST - PMA	CD	03-27-24	10-31-24	5.100	2,000,000
MN TRUST - PMA	CD	03-27-24	11-29-24	5.070	2,000,000
MN TRUST - PMA	CD	03-27-24	12-30-24	5.010	2,000,000
MN TRUST - PMA	CD	03-27-24	01-29-25	4.900	10,000,000
MN TRUST - PMA	CD	03-27-24	02-27-26	4.510	9,000,000
MN TRUST - PMA	CD	03-27-24	03-31-26	4.510	10,000,000
MN TRUST - PMA	TERM SERIES	05-01-24	10-01-24	5.160	9,000,000
MN TRUST - PMA	SDA	03-31-24	08-31-24	5.250	10,245,024
MN TRUST - PMA	MONEY MKT		08-31-24	5.207	19,852,611
<b>TOTAL LONG-TERM FACILITIES MAINTENANCE 2024A BOND</b>					<b>143,184,640</b>

**SCHOOL BUILDING 2024A BOND**

MN TRUST - PMA	CD	03-05-24	01-31-25	4.930	1,000,000
MN TRUST - PMA	CD	03-05-24	02-28-25	4.890	1,700,000
MN TRUST - PMA	CD	03-05-24	03-31-25	4.840	3,500,000
MN TRUST - PMA	CD	03-05-24	03-31-26	4.460	2,000,000
MN TRUST - PMA	CD	03-05-24	04-30-26	4.440	6,000,000
MN TRUST - PMA	CD	03-05-24	05-29-26	4.410	5,000,000
MN TRUST - PMA	CD	03-05-24	06-30-26	4.370	6,000,000
MN TRUST - PMA	CD	03-08-24	03-12-25	4.870	15,000,000
MN TRUST - PMA	SEC	03-21-24	06-01-25	4.870	5,873,760
MN TRUST - PMA	TERM SERIES	03-22-24	09-22-25	4.780	8,000,000
MN TRUST - PMA	CD	03-25-24	09-26-25	4.860	7,500,000
MN TRUST - PMA	SEC	03-25-24	01-15-26	4.630	2,864,820
MN TRUST - PMA	CD	03-27-24	09-30-24	5.110	1,000,000
MN TRUST - PMA	CD	03-27-24	10-31-24	5.100	1,000,000
MN TRUST - PMA	CD	03-27-24	11-29-24	5.070	1,000,000
MN TRUST - PMA	CD	03-27-24	12-30-24	5.010	1,000,000
MN TRUST - PMA	CD	03-27-24	02-27-26	4.510	6,000,000
MN TRUST - PMA	TERM SERIES	05-01-24	10-01-24	5.160	4,000,000
MN TRUST - PMA	TERM SERIES	05-01-24	11-18-25	4.780	3,750,000
MN TRUST - PMA	SDA	03-31-24	08-31-24	5.250	7,683,768
MN TRUST - PMA	MONEY MKT		08-31-24	5.207	16,729,538
<b>TOTAL SCHOOL BUILDING 2024A BOND</b>					<b>106,601,886</b>

**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	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
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	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

**ISD 279 - OSSEO AREA SCHOOLS  
CURRENT INVESTMENTS ON HAND  
FISCAL YEAR 2025  
MONTH END AUGUST 31, 2024**

<b>BANK</b>	<b>TYPE</b>	<b>PURCHASED</b>	<b>MATURITY</b>	<b>YIELD</b>	<b>COST</b>
MN TRUST - PMA	MORTGAGE BACKED SEC	10-24-19	07-25-25	2.210	115,089
MN TRUST - PMA	MUNICIPAL	12-10-19	04-01-30	2.610	250,000
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	72,286
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	184,659
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	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	291,923
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	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	275,901
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	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	09-08-23	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	MORTGAGE BACKED SEC	05-30-24	05-01-38	4.500	235,753
MN TRUST - PMA	GOVERNMENT	05-15-24	02-15-44	4.500	243,652
MN TRUST - PMA	GOVERNMENT	05-31-24	11-15-48	3.375	159,258

**ISD 279 - OSSEO AREA SCHOOLS  
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FISCAL YEAR 2025  
MONTH END AUGUST 31, 2024**

<b>BANK</b>	<b>TYPE</b>	<b>PURCHASED</b>	<b>MATURITY</b>	<b>YIELD</b>	<b>COST</b>
MN TRUST - PMA	GOVERNMENT	05-31-24	08-15-43	4.375	317,910
MN TRUST - PMA	GOVERNMENT	05-31-24	11-15-53	4.375	126,338
MN TRUST - PMA	GOVERNMENT	05-31-24	02-15-34	4.750	507,247
MN TRUST - PMA	GOVERNMENT	07-08-24	05-15-41	4.500	295,570
MN TRUST - PMA	GOVERNMENT	08-21-24	02-15-43	4.200	287,719
MN TRUST - PMA	EQUITY		08-31-24	4.000	6,082,215
MN TRUST - PMA	MONEY MKT		08-31-24	5.180	256,012
<b>TOTAL OPEB REVOCABLE TRUST</b>					<u>25,278,510</u>
<b>TOTAL INVESTMENTS</b>					<u><b>\$ 441,866,887</b></u>

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.

### August 2024 Monthly Check Register

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/28/24	735880	Vendor Check	303 FED SUB CONTRACT <\$25,000	300 Purchased Services	55032	LEAH FULLER	\$200.00
08/28/24	V8008291	Vendor ACH	303 FED SUB CONTRACT <\$25,000	300 Purchased Services	F6162	PARK NICOLLET FOUND	\$2,000.00
08/07/24	735719	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	13993	CLEAN 'N' PRESS	\$2,875.90
08/07/24	V8008049	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	F5926	AMHERST H WILDER FO	\$13,000.00
08/07/24	V8008061	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	50804	DART PORTABLE STORA	\$90.00
08/07/24	V8008062	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	50555	DAY, SANDRA	\$2,600.00
08/07/24	V8008066	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	51338	HARRIS, RACHEL	\$10,816.54
08/07/24	V8008110	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	54978	XIONG, CONNER	\$462.00
08/14/24	735777	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	F6319	KENNEDY & GRAVEN CH	\$4,238.50
08/14/24	735789	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	F4343	QUEST DIAGNOSTICS	\$53.50
08/14/24	735790	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54372	RADAR TALENT SOLUTI	\$4,000.00
08/14/24	735791	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54372	RADAR TALENT SOLUTI	\$2,000.00
08/14/24	P405632	Epayable	305 CONSULTING FEES FOR SERV	300 Purchased Services	F5617	EWALD CONSULTING	\$2,115.88
08/14/24	V8008120	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	54914	BLUE LABEL CREATIVE	\$67,974.38
08/14/24	V8008128	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	53362	DANIELS SHARPSMART	\$461.33
08/14/24	V8008129	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	F6283	DARK KNIGHT SOLUTIO	\$4,200.00
08/14/24	V8008135	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	F5627	GBR INTERPRETING &	\$570.00
08/14/24	V8008161	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	50900	MRI SOFTWARE LLC	\$365.45
08/14/24	V8008165	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	F2758	NATIONAL URBAN ALLI	\$28,000.00
08/14/24	V8008185	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	50982	TEAMWORKS INTERNATI	\$2,283.98
08/14/24	V8008186	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	54978	XIONG, CONNER	\$420.00
08/21/24	735841	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	53320	NUESYNERGY	\$1,177.50
08/21/24	735844	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54372	RADAR TALENT SOLUTI	\$3,500.00
08/21/24	735855	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54095	TUFF, SCOTT J	\$400.00
08/21/24	V8008207	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	F5627	GBR INTERPRETING &	\$210.00
08/21/24	V8008215	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	51448	IHEALTH	\$502.50
08/21/24	V8008225	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	52884	MCCAMMON, REBECCA E	\$1,000.00
08/21/24	V8008244	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	D2624	THREE RIVERS PARK D	\$1,425.00
08/21/24	V8008249	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	54978	XIONG, CONNER	\$630.00
08/28/24	735868	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	54537	CDW GOVERNMENT	\$772.50
08/28/24	735869	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	A1081	COMPAS, INC	\$2,500.00
08/28/24	735882	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	09944	MAPLE GROVE, CITY O	\$1,500.00
08/28/24	735883	Vendor Check	305 CONSULTING FEES FOR SERV	300 Purchased Services	09944	MAPLE GROVE, CITY O	\$1,000.00
08/28/24	P405663	Epayable	305 CONSULTING FEES FOR SERV	300 Purchased Services	02170	AFFORDABLE SANITATI	\$412.00
08/28/24	V8008269	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	50750	DAKOTA ACADEMIC CON	\$3,200.00
08/28/24	V8008278	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	07766	INSTITUTE FOR ENVIR	\$29,906.12
08/28/24	V8008308	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	05235	TSI INC	\$975.00
08/28/24	V8008314	Vendor ACH	305 CONSULTING FEES FOR SERV	300 Purchased Services	54978	XIONG, CONNER	\$777.00
08/14/24	735751	Vendor Check	315 REPAIRS & MAINT COMP/TECH	300 Purchased Services	00075	BROOKLYN PARK, CITY	\$25.00
08/21/24	V8008235	Vendor ACH	315 REPAIRS & MAINT COMP/TECH	300 Purchased Services	18914	RICOH USA	\$1,262.23

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/07/24	735724	Vendor Check	316 MN JOINT POWERS AGENCIES	300 Purchased Services	A1613	INTERMEDIATE DISTRI	\$70,147.06
08/07/24	735725	Vendor Check	316 MN JOINT POWERS AGENCIES	300 Purchased Services	A1613	INTERMEDIATE DISTRI	\$87,373.06
08/07/24	V8008064	Vendor ACH	320 TELEPHONE/COMMUNICATION	300 Purchased Services	52466	GRANITE TELECOMMUNI	\$6,188.94
08/20/24	V1006349	Electronic Wire Transfer	320 TELEPHONE/COMMUNICATION	300 Purchased Services	52467	CONSOLIDATED COMMUN	\$4,694.01
08/20/24	V1006351	Electronic Wire Transfer	320 TELEPHONE/COMMUNICATION	300 Purchased Services	15229	POPP.COM INC	\$415.06
08/20/24	V1006355	Electronic Wire Transfer	320 TELEPHONE/COMMUNICATION	300 Purchased Services	D6911	VERIZON WIRELESS BE	\$2,708.51
08/20/24	V1006360	Electronic Wire Transfer	320 TELEPHONE/COMMUNICATION	300 Purchased Services	PC0021	US BANK CARD CUSTOD	\$138.12
08/20/24	V5024199	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35056	ABIOLA C ADEGEYE	\$90.00
08/20/24	V5024200	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31387	WILLIAM M AHLMANN	\$45.00
08/20/24	V5024201	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22423	JENNIFER AJSENBERG	\$90.00
08/20/24	V5024202	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34216	FATIMA ALNIZAMI	\$90.00
08/20/24	V5024203	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35124	RANDI J ANDERSON	\$90.00
08/20/24	V5024205	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30858	JEFFREY A ANSORGE	\$90.00
08/20/24	V5024206	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33275	JOHANNAH ARNDT	\$90.00
08/20/24	V5024207	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28562	JEFFREY P ARTHURS	\$90.00
08/20/24	V5024208	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29670	STEPHEN J AUDETTE	\$90.00
08/20/24	V5024209	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30210	JOSEPH A BAER	\$45.00
08/20/24	V5024210	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33529	DIANE M BAGLEY	\$90.00
08/20/24	V5024211	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E11003	DAVID J BAKKE	\$45.00
08/20/24	V5024212	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23103	MARK A BARNES	\$45.00
08/20/24	V5024213	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33272	BRYAN BASS	\$90.00
08/20/24	V5024214	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23531	MICHELLE MAE BAUERM	\$45.00
08/20/24	V5024215	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20822	BART C BECKER	\$90.00
08/20/24	V5024216	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28728	JAMES A BECKER	\$45.00
08/20/24	V5024217	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33479	TAJTIANNA BELL	\$90.00
08/20/24	V5024218	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28149	DON R BELLEFEUILLE	\$90.00
08/20/24	V5024219	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19653	DANIEL J BENGIS	\$45.00
08/20/24	V5024220	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20548	KELLY A BENUSA	\$90.00
08/20/24	V5024221	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23942	ALEX H BERG	\$90.00
08/20/24	V5024222	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27924	TERRY L BERGGREN	\$90.00
08/20/24	V5024223	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22734	KIMBERLY A BERLING	\$90.00
08/20/24	V5024224	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27680	CARTER P BERRY	\$90.00
08/20/24	V5024225	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26114	KRISTAN M BIDWELL	\$90.00
08/20/24	V5024227	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22952	RYAN M BISSON	\$90.00
08/20/24	V5024228	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26912	JEANETTE M BITZER	\$90.00
08/20/24	V5024229	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25528	DIANA BLEDSOE	\$90.00
08/20/24	V5024230	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23142	MICHAEL ARLEN BLOOM	\$90.00
08/20/24	V5024232	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34104	MARK D BOCOCK	\$45.00
08/20/24	V5024233	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19023	ANDREA W BODEAU	\$90.00
08/20/24	V5024236	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26249	JAMIE LEE CARLSON B	\$90.00
08/20/24	V5024237	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32888	TANYA L BRADEHOFT	\$45.00
08/20/24	V5024238	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28287	DAVID A BRANCH	\$90.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/20/24	V5024239	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29735	DARYL S BROWN	\$90.00
08/20/24	V5024240	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34141	SONNI BUERSKIN	\$90.00
08/20/24	V5024242	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34468	LUCAS J BURNS	\$90.00
08/20/24	V5024243	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28668	CARRIE A CABE	\$90.00
08/20/24	V5024245	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E10701	DALE J CARLSTROM	\$90.00
08/20/24	V5024246	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29159	RANDY M CARTER	\$90.00
08/20/24	V5024247	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31538	JAMES F CASSIDY	\$90.00
08/20/24	V5024248	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E21510	BRIAN CHANCE	\$90.00
08/20/24	V5024249	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33474	LISA CHANG	\$90.00
08/20/24	V5024250	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32004	IRFAN A CHAUDHRY	\$90.00
08/20/24	V5024251	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29608	PATRICK CLYMER	\$90.00
08/20/24	V5024252	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33517	LAWRENCE L COLEMAN	\$90.00
08/20/24	V5024253	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35055	AMY-MAE T COOPER	\$90.00
08/20/24	V5024254	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31289	JILL A COUGHENOUR L	\$90.00
08/20/24	V5024255	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35023	RYAN L COX	\$90.00
08/20/24	V5024256	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30040	GUYDON J DANDREA JR	\$90.00
08/20/24	V5024258	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27653	NATHANIEL R DAVIES	\$90.00
08/20/24	V5024259	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27952	DARRYL L DEHN	\$45.00
08/20/24	V5024260	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29064	NICHOLAS J DEVOS	\$90.00
08/20/24	V5024261	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29146	JAMES R DEZURIK	\$45.00
08/20/24	V5024262	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E13191	JASON D DONAHUE	\$45.00
08/20/24	V5024263	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27152	JOHN D DONLIN	\$90.00
08/20/24	V5024264	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30289	BARBARA J DUPONT	\$90.00
08/20/24	V5024266	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27323	SARAH R LANCETTE	\$90.00
08/20/24	V5024267	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29397	GERALD EDWARDS SR	\$90.00
08/20/24	V5024268	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24977	KEVIN D ELIASON	\$45.00
08/20/24	V5024270	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E9481	TOD W ERICSON	\$90.00
08/20/24	V5024271	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E15029	DAWN M EWER	\$45.00
08/20/24	V5024272	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26175	GARRY FABB	\$90.00
08/20/24	V5024273	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E16478	COLLEEN J FAIRBANKS	\$90.00
08/20/24	V5024274	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34812	TIMOTHY J FAKLIS	\$90.00
08/20/24	V5024276	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31139	JARRETTE D FELLOWS	\$90.00
08/20/24	V5024277	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33988	BRANDON D FERRIS	\$90.00
08/20/24	V5024278	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30343	STEPHEN C FLISK	\$90.00
08/20/24	V5024280	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35221	DAVID FREEBURG	\$90.00
08/20/24	V5024281	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28017	MELANIE M GATES	\$90.00
08/20/24	V5024282	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35054	LORI E GEORGE	\$90.00
08/20/24	V5024283	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35026	RYAN O GIBBS	\$90.00
08/20/24	V5024284	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32681	VANESSA O.A. GILL	\$90.00
08/20/24	V5024286	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34071	ADAM P GOODWALT	\$45.00
08/20/24	V5024287	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27059	JAMES GREELEY	\$90.00
08/20/24	V5024288	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29790	RYAN D GREENINGER	\$90.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/20/24	V5024289	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29738	KYLE T GROVES	\$90.00
08/20/24	V5024290	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26415	COURTNEY GULYARD	\$90.00
08/20/24	V5024291	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33995	MEGHAN O GUTZWILLER	\$45.00
08/20/24	V5024292	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32816	SUSAN HANG	\$90.00
08/20/24	V5024294	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31245	DONALD A HANSON	\$90.00
08/20/24	V5024295	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35213	AMANDA J HARRIS	\$90.00
08/20/24	V5024296	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19889	ANTWAN HARRIS	\$90.00
08/20/24	V5024299	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29656	KRISTEN J SWANSON	\$90.00
08/20/24	V5024300	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26166	CHRISTOPHER J HAUK	\$45.00
08/20/24	V5024301	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E21972	MEGAN J HAVELAK	\$90.00
08/20/24	V5024302	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26623	DALE A HECKENLAIBLE	\$90.00
08/20/24	V5024303	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29272	AMBER M HEGLAND	\$90.00
08/20/24	V5024304	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19111	MELISSA L CARSTENS	\$90.00
08/20/24	V5024305	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34364	YER HER	\$90.00
08/20/24	V5024306	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29380	SARAH B HEYER	\$90.00
08/20/24	V5024307	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28882	KIM R HIEL	\$90.00
08/20/24	V5024309	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23814	JENNIFER A HINKER	\$90.00
08/20/24	V5024310	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30535	DANIEL C HOLTHUS	\$45.00
08/20/24	V5024311	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27577	YUNQI HUANG	\$90.00
08/20/24	V5024312	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25863	MICHAEL T HUELLER	\$90.00
08/20/24	V5024314	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33556	SAMANTHA R HUMPHREY	\$90.00
08/20/24	V5024315	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20381	JOE L HUNT	\$45.00
08/20/24	V5024316	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31302	MARK A HUSCHKA	\$90.00
08/20/24	V5024317	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26818	BENJAMIN J IRMITER	\$90.00
08/20/24	V5024318	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33713	THERESA M JACKSON	\$90.00
08/20/24	V5024319	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32491	AMY TOLLEFSON	\$90.00
08/20/24	V5024320	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34762	ROBERT V JANSON KEL	\$45.00
08/20/24	V5024322	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26393	JENNIFER JERULLE	\$90.00
08/20/24	V5024324	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24690	ALICIA JEAN JOHNSON	\$45.00
08/20/24	V5024326	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24051	NANCY E JOHNSON	\$90.00
08/20/24	V5024327	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22200	JOSEPHINE K JOHNSON	\$90.00
08/20/24	V5024328	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27273	KRISTY K JOHNSON	\$90.00
08/20/24	V5024329	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29485	ROBERT J JOHNSON	\$45.00
08/20/24	V5024330	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34395	LEONARD J JONES	\$90.00
08/20/24	V5024331	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33515	LEVY J JONES	\$90.00
08/20/24	V5024332	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29772	RICARDO T JONES	\$90.00
08/20/24	V5024333	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33284	EMILY KAEHN	\$90.00
08/20/24	V5024335	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31611	THOMAS W KAMMERER J	\$90.00
08/20/24	V5024337	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29704	RYAN M KENNEDY	\$90.00
08/20/24	V5024338	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26153	KATHERINE E KERN	\$90.00
08/20/24	V5024339	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34508	COURTNEY KIELB	\$90.00
08/20/24	V5024340	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22369	KATIE L KIMSEY	\$90.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/20/24	V5024341	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30976	JILL M KIND	\$90.00
08/20/24	V5024342	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E10360	MARGARET KLEVEN	\$90.00
08/20/24	V5024343	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E10991	MARK A KLIMEK	\$45.00
08/20/24	V5024344	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24139	JILL M KNUTSON	\$90.00
08/20/24	V5024345	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29665	RACHEL E KOEHLER	\$90.00
08/20/24	V5024346	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E13021	DEBRA J KOENIG	\$90.00
08/20/24	V5024347	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27810	AARON M KRUEGER	\$90.00
08/20/24	V5024349	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33298	MEGHAN E KUEMMEL	\$45.00
08/20/24	V5024350	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26205	PARIS D KYLES	\$90.00
08/20/24	V5024351	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28930	ELIZABETH A LANTTO	\$90.00
08/20/24	V5024352	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32964	JOHN W LARSEN	\$90.00
08/20/24	V5024353	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23186	CARRIE L LARSON	\$90.00
08/20/24	V5024354	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20085	JILL E LARSON	\$90.00
08/20/24	V5024355	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24903	MICHELLE C LARSON	\$90.00
08/20/24	V5024356	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E10910	JEFF J LAWRENCE	\$90.00
08/20/24	V5024357	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32008	CANDICE L LEDMAN	\$90.00
08/20/24	V5024358	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22829	JANELL M LEISEN	\$90.00
08/20/24	V5024360	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26878	JILL N LESNE	\$90.00
08/20/24	V5024361	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E8003	ANTHONY L LIBBY	\$90.00
08/20/24	V5024362	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27708	SHERRI L LINCOLN	\$90.00
08/20/24	V5024363	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35160	YVONNE S LIND	\$180.00
08/20/24	V5024364	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19001	SARA A LOOBY-MORRIS	\$90.00
08/20/24	V5024365	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34785	ROSS V LUKEN	\$90.00
08/20/24	V5024366	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32540	PETER A LUNDBERG	\$45.00
08/20/24	V5024367	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26012	THOMAS MADDEN	\$45.00
08/20/24	V5024368	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25688	CALLEN MAGNUSON	\$90.00
08/20/24	V5024369	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34613	JEREMY D MALCHOW	\$90.00
08/20/24	V5024370	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30005	CHRISTINA M MANANCE	\$90.00
08/20/24	V5024371	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27623	ERIN L MANNING	\$90.00
08/20/24	V5024373	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26110	MICHAEL L MASTERS J	\$45.00
08/20/24	V5024374	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29732	LORI E MCCARTHY	\$90.00
08/20/24	V5024375	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33559	ARRIEL R MCDONALD	\$90.00
08/20/24	V5024376	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26734	LISA A MCLEAREN	\$90.00
08/20/24	V5024377	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27548	BRIDGET S MENGELKOC	\$90.00
08/20/24	V5024378	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32386	JAMES J MIDTAUNE	\$45.00
08/20/24	V5024379	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30977	WILBERT D MILLS	\$90.00
08/20/24	V5024380	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24957	JULIE E MOBERG	\$90.00
08/20/24	V5024381	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E11508	KIM M MONETTE	\$90.00
08/20/24	V5024383	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35189	RYAN S MONTREUIL	\$90.00
08/20/24	V5024384	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34245	AMY MOORE	\$90.00
08/20/24	V5024385	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29672	DAVID E MOREDOCK	\$90.00
08/20/24	V5024386	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34118	MERISSA MOREY	\$45.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/20/24	V5024387	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32983	JOHN H MORSTAD	\$90.00
08/20/24	V5024388	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35216	REID H MOSENG	\$45.00
08/20/24	V5024389	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E16312	TROY H MOSENG	\$45.00
08/20/24	V5024390	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34039	KEONNA R MOSES	\$90.00
08/20/24	V5024391	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32648	BOUAKHAM MOUA	\$90.00
08/20/24	V5024392	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22727	MICHELLE MUNKHOLM	\$90.00
08/20/24	V5024393	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28113	ETHAN NEERDAELS	\$90.00
08/20/24	V5024394	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34123	DANA M NELSON	\$90.00
08/20/24	V5024395	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34315	ERIN K NELSON	\$90.00
08/20/24	V5024396	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28881	ELIZABETH S NESS	\$90.00
08/20/24	V5024397	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24238	JOANNE M NEUMANN	\$90.00
08/20/24	V5024398	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19849	KIERSTEN NICHOLSON	\$90.00
08/20/24	V5024399	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26158	CHRISTINE OAKLAND	\$45.00
08/20/24	V5024400	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20219	JEFFREY L OAKLAND	\$45.00
08/20/24	V5024401	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30331	COLLIN L O'BRIEN	\$90.00
08/20/24	V5024403	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26239	JASON L OLSON	\$90.00
08/20/24	V5024404	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E11637	KENDALL A OLSON	\$45.00
08/20/24	V5024405	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30702	ANTHONY M PADRNOS	\$90.00
08/20/24	V5024406	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24652	ERIC J PARKER	\$90.00
08/20/24	V5024407	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E17381	KELLI A PARPART	\$90.00
08/20/24	V5024408	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32375	DALE R PATTERSON	\$45.00
08/20/24	V5024409	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E18126	NATHAN J PEEL	\$90.00
08/20/24	V5024410	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19713	ARLEN D PETERSON	\$45.00
08/20/24	V5024412	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33981	ANDREW M PHENOW	\$45.00
08/20/24	V5024413	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E20346	JESSE T PHENOW	\$90.00
08/20/24	V5024414	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27980	KATHRYN E POLUM	\$45.00
08/20/24	V5024416	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27931	CHRISTINA M PRINCET	\$90.00
08/20/24	V5024418	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E17689	WILLIAM W QUAN III	\$90.00
08/20/24	V5024419	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32000	JAMES L QUAIST	\$90.00
08/20/24	V5024420	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31290	JOSEPH E RADER	\$90.00
08/20/24	V5024422	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26431	BRADLEY R REVOLINSK	\$90.00
08/20/24	V5024423	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29160	JOHNATHAN D RICHMON	\$90.00
08/20/24	V5024424	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30407	ROBERT G RITCHIE	\$90.00
08/20/24	V5024425	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31658	JORDAN P ROBERTSON	\$90.00
08/20/24	V5024426	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30978	RONALD M SALAZAR	\$90.00
08/20/24	V5024427	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34420	CLAYTON SAWATZKE	\$90.00
08/20/24	V5024428	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34777	KARI E SAWYER	\$90.00
08/20/24	V5024431	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E22909	KATHRIN SCHERBER	\$90.00
08/20/24	V5024432	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25422	JAIME C SCHLOESSER	\$45.00
08/20/24	V5024433	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E19775	SARAH M SCHMIDT	\$90.00
08/20/24	V5024434	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27957	TROY D SCHREIFELS	\$90.00
08/20/24	V5024435	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28781	TIMOTHY J SCHULTZ	\$45.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/20/24	V5024436	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E12428	STEVEN M SCHWARTZ	\$90.00
08/20/24	V5024437	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23382	DONALD L SEITZ	\$45.00
08/20/24	V5024438	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32085	MELISSA D SENNES	\$90.00
08/20/24	V5024439	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E10843	JODY E SEPPALA	\$90.00
08/20/24	V5024441	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33821	DOUGLAS M SHERF	\$45.00
08/20/24	V5024442	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26696	ALBERT J SHOBER	\$45.00
08/20/24	V5024443	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35092	TYLER E SIVERSON	\$90.00
08/20/24	V5024444	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26822	BRIAN J SIVERSON-HA	\$90.00
08/20/24	V5024445	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29305	ERIK R SJOGREN	\$90.00
08/20/24	V5024446	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25428	LISA SJOGREN	\$90.00
08/20/24	V5024447	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27262	PATRICK R SMITH	\$90.00
08/20/24	V5024448	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28275	SORENSEN, KEELIE	\$90.00
08/20/24	V5024449	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29773	TERENCE W SOVELL	\$90.00
08/20/24	V5024450	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34544	QUINTIN E SPEERS	\$90.00
08/20/24	V5024451	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E31056	MARK S SPURLIN	\$90.00
08/20/24	V5024452	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28554	JESSICA M NANTI	\$90.00
08/20/24	V5024453	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29023	AUDRA L STEVENSON	\$90.00
08/20/24	V5024454	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E33023	ELLEN M STEWART	\$90.00
08/20/24	V5024455	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E11059	MICHAEL K STOCK	\$90.00
08/20/24	V5024457	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E9274	RICHARD T SUBJECT J	\$45.00
08/20/24	V5024458	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E13467	SCOTT W TAYLOR	\$90.00
08/20/24	V5024461	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24729	CONSTANCE G THOMAS	\$90.00
08/20/24	V5024462	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E25672	JENNIFER L THOMAS	\$90.00
08/20/24	V5024463	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32003	ERIK R THOMPSON	\$90.00
08/20/24	V5024465	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28936	DARBY M THRONE	\$90.00
08/20/24	V5024466	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E13696	JENNIFER L TOLLEFSO	\$90.00
08/20/24	V5024467	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30783	ERIC A TURBEVILLE	\$90.00
08/20/24	V5024468	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E11233	STEVE W VAN DYKE	\$45.00
08/20/24	V5024469	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E27332	ANGELA M VANHEE	\$90.00
08/20/24	V5024471	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26402	SARA A VERNIG	\$90.00
08/20/24	V5024472	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32821	KAY M VILLELLA	\$90.00
08/20/24	V5024473	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E16515	KARI M VOLLRATH	\$90.00
08/20/24	V5024474	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35070	MICHAEL V WALKER	\$90.00
08/20/24	V5024475	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E17230	MICHELLE PETERSON W	\$90.00
08/20/24	V5024476	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35100	PAUL L WATSON	\$90.00
08/20/24	V5024477	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E29393	EMILY K WATTS	\$90.00
08/20/24	V5024478	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26824	JASON M WEAPPA	\$90.00
08/20/24	V5024479	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E28896	STEPHANIE A WEBSTER	\$90.00
08/20/24	V5024480	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32801	JAKE H WEDIN	\$45.00
08/20/24	V5024482	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E4855	CRAIG WOKSON	\$90.00
08/20/24	V5024483	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32542	ADAM M WOODS	\$90.00
08/20/24	V5024484	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E26183	EMILY WOOLSEY	\$90.00

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08/20/24	V5024485	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32679	BRADLEY J WUTSCHKE	\$45.00
08/20/24	V5024486	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E24229	JAMES D WYNN	\$90.00
08/20/24	V5024487	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E30866	KAO XIONG	\$90.00
08/20/24	V5024488	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E34140	CHA T YANG	\$90.00
08/20/24	V5024489	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E35115	CHONG YANG	\$90.00
08/20/24	V5024490	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E23219	JEFFREY J YASGER	\$45.00
08/20/24	V5024491	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E21537	JEFF ZASTROW	\$90.00
08/20/24	V5024492	Employee Reimbursement	320 TELEPHONE/COMMUNICATION	300 Purchased Services	E32951	JENNIFER M ZIPF	\$90.00
08/28/24	735866	Vendor Check	320 TELEPHONE/COMMUNICATION	300 Purchased Services	54875	CALLTOWER INC	\$6,478.40
08/20/24	V1006354	Electronic Wire Transfer	329 POSTAGE AND EXPRESS	300 Purchased Services	A0275	UNITED PARCEL SERVI	\$102.01
08/20/24	V1006364	Electronic Wire Transfer	329 POSTAGE AND EXPRESS	300 Purchased Services	PC0071	US BANK CARD DYARBR	\$10.75
08/20/24	V1006373	Electronic Wire Transfer	329 POSTAGE AND EXPRESS	300 Purchased Services	PC0059	US BANK CARD I2T2 D	\$15.72
08/28/24	V8008289	Vendor ACH	329 POSTAGE AND EXPRESS	300 Purchased Services	08447	NYSTROM PUBLISHING	\$7,460.84
08/21/24	V8008209	Vendor ACH	330 UTILITIES - GENERAL	300 Purchased Services	51473	ANCHOR SOLAR INVEST	\$3,894.86
08/21/24	V8008213	Vendor ACH	330 UTILITIES - GENERAL	300 Purchased Services	53001	IDEAL ENERGIES SOLA	\$12,625.86
08/21/24	V8008214	Vendor ACH	330 UTILITIES - GENERAL	300 Purchased Services	53912	IDEAL ENERGIES SOLA	\$11,271.99
08/20/24	V1006356	Electronic Wire Transfer	331 ELECTRICITY	300 Purchased Services	00419	WRIGHT HENNEPIN ELE	\$26,462.62
08/21/24	735860	Vendor Check	331 ELECTRICITY	300 Purchased Services	00300	XCEL ENERGY	\$105,324.09
08/07/24	735718	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$25.61
08/14/24	735753	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$8,892.21
08/14/24	735754	Vendor Check	332 NATURAL GAS	300 Purchased Services	00270	CENTERPOINT ENERGY	\$58.47
08/21/24	V8008243	Vendor ACH	332 NATURAL GAS	300 Purchased Services	51808	SYMMETRY ENERGY SOL	\$6,010.96
08/20/24	V1006347	Electronic Wire Transfer	333 WATER AND SEWER	300 Purchased Services	00074	BROOKLYN CENTER, CI	\$2,847.50
08/20/24	V1006348	Electronic Wire Transfer	333 WATER AND SEWER	300 Purchased Services	00075	BROOKLYN PARK, CITY	\$15,215.33
08/20/24	V1006352	Electronic Wire Transfer	334 REFUSE REMOVAL	300 Purchased Services	00230	REPUBLIC SERVICES	\$14,433.33
08/20/24	V1006360	Electronic Wire Transfer	334 REFUSE REMOVAL	300 Purchased Services	PC0021	US BANK CARD CUSTOD	\$651.34
08/21/24	735814	Vendor Check	340 INSURANCES	300 Purchased Services	F7373	EMC INSURANCE COMPA	\$24,481.62
08/07/24	V8008105	Vendor ACH	350 CONTR REP - SITES	300 Purchased Services	08752	TWIN CITY GARAGE DO	\$838.50
08/14/24	735765	Vendor Check	350 CONTR REP - SITES	300 Purchased Services	18797	FLICEK WELDING	\$2,950.00
08/21/24	735847	Vendor Check	350 CONTR REP - SITES	300 Purchased Services	09122	SCHWAB-VOLLHABER-LU	\$3,442.00
08/21/24	V8008189	Vendor ACH	350 CONTR REP - SITES	300 Purchased Services	12559	ALPINE DIVERSIFIED	\$3,041.25
08/21/24	V8008245	Vendor ACH	350 CONTR REP - SITES	300 Purchased Services	15341	UHL COMPANY INC	\$785.00
08/28/24	V8008313	Vendor ACH	350 CONTR REP - SITES	300 Purchased Services	08835	WL HALL COMPANY	\$425.00
08/21/24	735856	Vendor Check	352 CONTR REP - EQUIP	300 Purchased Services	16430	UNITED REFRIGERATIO	\$1,790.10
08/28/24	V8008301	Vendor ACH	352 CONTR REP - EQUIP	300 Purchased Services	26592	SHRED-N-GO	\$290.00
08/28/24	V8008311	Vendor ACH	352 CONTR REP - EQUIP	300 Purchased Services	17691	VIKING SEWER AND DR	\$574.00
08/14/24	735796	Vendor Check	358 FOREIGN LANG <\$25,000	300 Purchased Services	51986	TALKINGPOINTS	\$6,000.00
08/14/24	V8008135	Vendor ACH	358 FOREIGN LANG <\$25,000	300 Purchased Services	F5627	GBR INTERPRETING &	\$1,080.00
08/21/24	V8008207	Vendor ACH	358 FOREIGN LANG <\$25,000	300 Purchased Services	F5627	GBR INTERPRETING &	\$480.00
08/28/24	735893	Vendor Check	358 FOREIGN LANG <\$25,000	300 Purchased Services	F2709	PACIFIC INTERPRETER	\$2,583.78
08/28/24	V8008283	Vendor ACH	358 FOREIGN LANG <\$25,000	300 Purchased Services	54137	LINGUALINX LANGUAGE	\$1,182.04
08/28/24	735887	Vendor Check	361 TRANSP - PRIVATE	300 Purchased Services	16836	METROPOLITAN TRANSP	\$1,681.28

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08/28/24	V8008264	Vendor ACH	361 TRANSP - PRIVATE	300 Purchased Services	54579	CESO TRANSPORTATION	\$222,270.54
08/28/24	V8008266	Vendor ACH	361 TRANSP - PRIVATE	300 Purchased Services	F7318	CSTMN	\$91,679.32
08/07/24	V8008081	Vendor ACH	362 TRANSP - DEPARTMENT	300 Purchased Services	F5151	NORTHSTAR BUS LINES	\$1,914.94
08/14/24	735764	Vendor Check	362 TRANSP - DEPARTMENT	300 Purchased Services	D6455	FIRST STUDENT INC	\$31,064.36
08/28/24	V8008288	Vendor ACH	362 TRANSP - DEPARTMENT	300 Purchased Services	F5151	NORTHSTAR BUS LINES	\$571.43
08/05/24	V5024170	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E28668	CARRIE A CABE	\$161.02
08/05/24	V5024171	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32004	IRFAN A CHAUDHRY	\$56.95
08/05/24	V5024176	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E28956	DEBRA ANN GERARDY	\$45.24
08/05/24	V5024185	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E23458	NICOLE M NEWFIELD	\$159.47
08/05/24	V5024192	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E31018	JENNIFER L SWOPE	\$30.41
08/20/24	V1006363	Electronic Wire Transfer	366 BUSINESS TRAVEL	300 Purchased Services	PC0029	US BANK CARD DTHRON	\$26.00
08/20/24	V5024217	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33479	TAJTIANNA BELL	\$34.97
08/20/24	V5024244	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33534	JASON M CARDOSI	\$108.02
08/20/24	V5024257	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E28923	MARIA N DANIEL	\$97.97
08/20/24	V5024265	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E29399	JODI L DUROW	\$100.55
08/20/24	V5024293	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32901	BETHANY A HANSON	\$18.97
08/20/24	V5024304	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E19111	MELISSA L CARSTENS	\$206.70
08/20/24	V5024313	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E31397	MICHELLE K HUMPHREY	\$46.66
08/20/24	V5024323	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32493	KRISTI A JOESTING	\$57.51
08/20/24	V5024336	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32900	HANNAH M KASSABIAN	\$87.20
08/20/24	V5024417	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E33537	CELESTE A PRYDE	\$102.37
08/20/24	V5024418	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E17689	WILLIAM W QUAN III	\$528.21
08/20/24	V5024419	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E32000	JAMES L QUAST	\$150.04
08/20/24	V5024425	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E31658	JORDAN P ROBERTSON	\$184.12
08/20/24	V5024428	Employee Reimbursement	366 BUSINESS TRAVEL	300 Purchased Services	E34777	KARI E SAWYER	\$23.81
08/28/24	735904	Vendor Check	366 BUSINESS TRAVEL	300 Purchased Services	F7272	TEC21 EDUCATIONAL S	\$1,250.00
08/05/24	V5024167	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E22734	KIMBERLY A BERLING	\$292.20
08/05/24	V5024177	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E26415	COURTNEY GULYARD	\$450.00
08/05/24	V5024179	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E21972	MEGAN J HAVELAK	\$510.78
08/05/24	V5024181	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E30976	JILL M KIND	\$736.74
08/05/24	V5024182	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E22829	JANELL M LEISEN	\$292.28
08/05/24	V5024187	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E26431	BRADLEY R REVOLINSK	\$326.02
08/05/24	V5024195	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E27239	STEFAN J WOLF	\$388.00
08/05/24	V5024196	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E32542	ADAM M WOODS	\$218.20
08/07/24	P405608	Epayable	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	04115	AVID CENTER	\$7,992.00
08/07/24	P405621	Epayable	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	53809	PROJECT LEAD THE WA	\$2,400.00
08/14/24	735750	Vendor Check	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	52728	AMPLIFY EDUCATION I	\$12,100.00
08/14/24	735759	Vendor Check	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	D2287	CTAM	\$220.00
08/14/24	P405629	Epayable	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	F5765	CRISIS PREVENTION I	\$398.90
08/20/24	V1006353	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	55216	RESIDENCE INN ST CL	\$508.96
08/20/24	V1006357	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC001	US BANK CARD BSADMI	\$795.00
08/20/24	V1006358	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC002	US BANK CARD BSTRAV	\$13,386.05

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08/20/24	V1006359	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0019	US BANK CARD CIESDE	\$9,172.05
08/20/24	V1006362	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0098	US BANK CARD DLTLOP	\$1,150.00
08/20/24	V1006368	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0051	US BANK CARD EQUITY	\$4,105.00
08/20/24	V1006372	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0010	US BANK CARD HRDEPT	\$936.20
08/20/24	V1006373	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0059	US BANK CARD I2T2 D	\$35.00
08/20/24	V1006378	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0078	US BANK CARD KHIEL	\$1,095.00
08/20/24	V1006384	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0073	US BANK CARD LJOHNS	\$75.00
08/20/24	V1006386	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0039	US BANK CARD MDURAN	\$240.00
08/20/24	V1006387	Electronic Wire Transfer	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	PC0084	US BANK CARD MNEWEL	\$5,754.00
08/20/24	V5024250	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E32004	IRFAN A CHAUDHRY	\$967.75
08/20/24	V5024334	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E28349	RACHEL M WALTON	\$381.46
08/20/24	V5024344	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E24139	JILL M KNUTSON	\$266.59
08/20/24	V5024348	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E32287	TAMMY L KUEHNE	\$77.72
08/20/24	V5024427	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E34420	CLAYTON SAWATZKE	\$385.79
08/20/24	V5024440	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E32642	APARNA E SHANKARANA	\$45.56
08/20/24	V5024470	Employee Reimbursement	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	E32190	KAREN E VENTURELLA	\$79.06
08/21/24	P405651	Epayable	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	F5765	CRISIS PREVENTION I	\$200.00
08/28/24	735862	Vendor Check	367 STAFF DEVELOPMENT TRAVEL	300 Purchased Services	52728	AMPLIFY EDUCATION I	\$38,400.00
08/20/24	V1006358	Electronic Wire Transfer	368 OUT OF STATE TRAVEL	300 Purchased Services	PC002	US BANK CARD BSTRAV	\$469.61
08/20/24	V1006395	Electronic Wire Transfer	368 OUT OF STATE TRAVEL	300 Purchased Services	PC0020	US BANK CARD SSVCS	\$1,593.18
08/20/24	V5024438	Employee Reimbursement	368 OUT OF STATE TRAVEL	300 Purchased Services	E32085	MELISSA D SENNES	\$618.76
08/07/24	735716	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	D6320	BLAINE BOYS SOCCER	\$150.00
08/14/24	735756	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	55219	COMO PARK HIGH SCHO	\$250.00
08/14/24	735771	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A3412	ISD 11-ANOKA HIGH S	\$225.00
08/14/24	735772	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	00451	ISD 16-SPRING LAKE	\$150.00
08/14/24	735773	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F1898	ISD 282-ST ANTHONY-	\$200.00
08/14/24	735774	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F7280	ISD 621-IRONDALE HI	\$50.00
08/14/24	735775	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F7280	ISD 621-IRONDALE HI	\$300.00
08/14/24	735776	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A4396	ISD 728-ELK RIVER A	\$150.00
08/20/24	V1006365	Electronic Wire Transfer	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	PC0050	US BANK CARD ECFE	-\$180.00
08/21/24	735810	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A0614	BURNSVILLE HIGH SCH	\$225.00
08/21/24	735820	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	54075	WHITE BEAR LAKE ARE	\$250.00
08/21/24	735822	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	D2314	ISD 112-CHASKA HIGH	\$400.00
08/21/24	735823	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A4368	ISD 11-CHAMPLIN PAR	\$100.00
08/21/24	735824	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A3412	ISD 11-ANOKA HIGH S	\$200.00
08/21/24	735825	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F7413	ISD 194-LAKEVILLE A	\$310.00
08/21/24	735826	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	D7133	ISD 200-HASTINGS HI	\$240.00
08/21/24	735828	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A1491	ISD 621-MOUNDS VIEW	\$450.00
08/21/24	735829	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	F7280	ISD 621-IRONDALE HI	\$100.00
08/21/24	735830	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	D7862	ISD 885-ST MICHAEL-	\$425.00
08/21/24	735837	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	55226	MOORHEAD HIGH SCHOO	\$300.00
08/21/24	735857	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	52919	UNIVERSITY OF MINNE	\$450.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/21/24	V8008250	Vendor ACH	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	A3073	YOUTH FRONTIERS INC	\$750.00
08/28/24	735876	Vendor Check	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	53984	ROCHESTER MAYO HIGH	\$100.00
08/28/24	V8008306	Vendor ACH	369 ENTRY FEES/STUDENT TRAVEL	300 Purchased Services	D2624	THREE RIVERS PARK D	\$327.45
08/28/24	735890	Vendor Check	370 RENTAL LAND & BLDGS	300 Purchased Services	F2434	NWFSC CONDOMINIUM O	\$35,948.34
08/28/24	735897	Vendor Check	370 RENTAL LAND & BLDGS	300 Purchased Services	52191	RTA TIMBERLAND LLC	\$12,780.60
08/20/24	V1006360	Electronic Wire Transfer	372 RENTAL - EQUIPMENT	300 Purchased Services	PC0021	US BANK CARD CUSTOD	\$1,135.00
08/21/24	V8008188	Vendor ACH	372 RENTAL - EQUIPMENT	300 Purchased Services	53143	A1 RENT IT	\$160.00
08/28/24	735902	Vendor Check	372 RENTAL - EQUIPMENT	300 Purchased Services	50780	SUNBELT RENTALS INC	\$168.80
08/14/24	V8008177	Vendor ACH	380 ADVERTISING-PRINTING	300 Purchased Services	54499	SCHOOLMINT INC	\$12,500.00
08/20/24	V1006365	Electronic Wire Transfer	380 ADVERTISING-PRINTING	300 Purchased Services	PC0050	US BANK CARD ECFE	\$130.58
08/20/24	V1006372	Electronic Wire Transfer	380 ADVERTISING-PRINTING	300 Purchased Services	PC0010	US BANK CARD HRDEPT	\$234.93
08/20/24	V1006381	Electronic Wire Transfer	380 ADVERTISING-PRINTING	300 Purchased Services	PC0079	US BANK CARD KVILLE	\$1,487.36
08/21/24	V8008203	Vendor ACH	380 ADVERTISING-PRINTING	300 Purchased Services	53846	ECM PUBLISHERS INC	\$256.20
08/21/24	V8008199	Vendor ACH	382 LAUNDRY-DRY CLEANING	300 Purchased Services	07933	CINTAS CORPORATION	\$769.60
08/21/24	735807	Vendor Check	389 STAFF TUITION REIMB	300 Purchased Services	50866	ANOKA RAMSEY COMMUN	\$1,589.70
08/07/24	735724	Vendor Check	390 PMTS TO MN SCH DISTRICTS	300 Purchased Services	A1613	INTERMEDIATE DISTRI	-\$45,334.59
08/07/24	735725	Vendor Check	390 PMTS TO MN SCH DISTRICTS	300 Purchased Services	A1613	INTERMEDIATE DISTRI	\$367,632.95
08/07/24	735722	Vendor Check	391 REIMB TO MN SCH DIST	300 Purchased Services	08004	INDEPENDENT SCHOOL	\$8,506.70
08/07/24	735727	Vendor Check	391 REIMB TO MN SCH DIST	300 Purchased Services	A0811	ST LOUIS PARK SCHOO	\$9,266.08
08/14/24	735770	Vendor Check	391 REIMB TO MN SCH DIST	300 Purchased Services	00600	INTERMEDIATE SCHOOL	\$491.23
08/14/24	V8008123	Vendor ACH	391 REIMB TO MN SCH DIST	300 Purchased Services	18519	CHILED A INSTITUTE I	\$1,431.02
08/14/24	V8008148	Vendor ACH	391 REIMB TO MN SCH DIST	300 Purchased Services	16881	NEW DOMINION SCHOOL	\$1,564.74
08/14/24	V8008160	Vendor ACH	391 REIMB TO MN SCH DIST	300 Purchased Services	02865	NORTHEAST METRO DIS	\$14,400.00
08/21/24	735821	Vendor Check	391 REIMB TO MN SCH DIST	300 Purchased Services	A1613	INTERMEDIATE DISTRI	\$47,509.80
08/21/24	735827	Vendor Check	391 REIMB TO MN SCH DIST	300 Purchased Services	52099	ISD 318-ITASCA COUN	\$356.09
08/21/24	V8008217	Vendor ACH	391 REIMB TO MN SCH DIST	300 Purchased Services	16881	NEW DOMINION SCHOOL	\$1,564.74
08/28/24	735877	Vendor Check	391 REIMB TO MN SCH DIST	300 Purchased Services	00600	INTERMEDIATE SCHOOL	\$3,921.22
08/28/24	735878	Vendor Check	391 REIMB TO MN SCH DIST	300 Purchased Services	00600	INTERMEDIATE SCHOOL	\$2,090.54
08/14/24	V8008123	Vendor ACH	392 PYMTS EDUCAT OUT OF STATE	300 Purchased Services	18519	CHILED A INSTITUTE I	\$12,879.22
08/14/24	V8008148	Vendor ACH	393 CONTRACTED SERVICES	300 Purchased Services	16881	NEW DOMINION SCHOOL	\$4,636.44
08/05/24	V5024189	Employee Reimbursement	394 PMTS TO OTHER AGENCY	300 Purchased Services	E31658	JORDAN P ROBERTSON	\$190.00
08/07/24	735721	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	F6003	FRIDLEY, CITY OF	\$530.00
08/07/24	735739	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	A0005	SCIENCE MUSEUM OF M	\$2,500.00
08/07/24	P405608	Epayable	394 PMTS TO OTHER AGENCY	300 Purchased Services	04115	AVID CENTER	\$47,923.00
08/14/24	735768	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	55213	IMPROVE YOUR TOMORR	\$75,000.00
08/14/24	735786	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	D8985	NORTHWEST SUBURBAN	\$104,594.50
08/14/24	V8008150	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	54389	JEHU'S CARE INC	\$11,602.50
08/20/24	V1006363	Electronic Wire Transfer	394 PMTS TO OTHER AGENCY	300 Purchased Services	PC0029	US BANK CARD DTHRON	\$3,059.48
08/20/24	V1006366	Electronic Wire Transfer	394 PMTS TO OTHER AGENCY	300 Purchased Services	PC0088	US BANK CARD ECKIDS	\$2,863.52
08/20/24	V1006379	Electronic Wire Transfer	394 PMTS TO OTHER AGENCY	300 Purchased Services	PC0026	US BANK CARD KIDSTO	\$8,293.03
08/20/24	V1006380	Electronic Wire Transfer	394 PMTS TO OTHER AGENCY	300 Purchased Services	PC0075	US BANK CARD KMOSES	\$2,267.97
08/20/24	V1006388	Electronic Wire Transfer	394 PMTS TO OTHER AGENCY	300 Purchased Services	PC0091	US BANK CARD OAKKID	\$2,316.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/20/24	V1006396	Electronic Wire Transfer	394 PMTS TO OTHER AGENCY	300 Purchased Services	PC0085	US BANK CARD TFAKLI	\$4,620.00
08/21/24	735817	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	D5006	GIBBS FARM	\$736.00
08/21/24	V8008219	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	54389	JEHU'S CARE INC	\$2,550.00
08/21/24	V8008230	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	D4539	NORTH HENNEPIN COMM	\$587,036.80
08/28/24	735864	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	00075	BROOKLYN PARK, CITY	\$3,038.50
08/28/24	735879	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	F5461	JUNIOR ACHIEVEMENT	\$1,400.00
08/28/24	735888	Vendor Check	394 PMTS TO OTHER AGENCY	300 Purchased Services	53699	EVERLY FARMS LLC	\$264.00
08/28/24	V8008276	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	18358	HOUGHTON MIFFLIN HA	\$4,200.00
08/28/24	V8008280	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	16602	INTERNATIONAL BACCA	\$10,374.00
08/28/24	V8008293	Vendor ACH	394 PMTS TO OTHER AGENCY	300 Purchased Services	F1652	PRAIRIECARE, LLC	\$21,896.67
08/21/24	V8008235	Vendor ACH	398 INTERDEPARTMENTAL CHRGBK	300 Purchased Services	18914	RICOH USA	\$5,134.28
08/07/24	735720	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54417	DASH SPORTS LLC	\$4,720.00
08/07/24	735723	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3511	INGINA LLC	\$5,996.00
08/07/24	735736	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	52804	POTVIN, SARAH	\$300.00
08/07/24	735737	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	55207	RICCI, MICHAEL A	\$320.00
08/07/24	735749	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4905	WELLS, BRANDON	\$3,350.00
08/07/24	P405617	Epayable	399 OTHER PURCH SERVICES	300 Purchased Services	F2809	KIDCREATE STUDIO	\$476.00
08/07/24	V8008044	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	53957	360 SPORTS SERVICES	\$3,240.00
08/07/24	V8008065	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	00572	GUARDIAN PEST CONTR	\$483.66
08/07/24	V8008072	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F2800	KIDZART	\$1,370.00
08/07/24	V8008094	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54582	SMITH, PAMELA	\$1,000.00
08/07/24	V8008102	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F5630	TECH ACADEMY/COMPUT	\$3,160.00
08/14/24	735769	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F3511	INGINA LLC	\$4,084.00
08/14/24	735780	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	07396	LYNDE & MCLEOD INC	\$2,341.00
08/14/24	P405628	Epayable	399 OTHER PURCH SERVICES	300 Purchased Services	02170	AFFORDABLE SANITATI	\$876.00
08/14/24	P405638	Epayable	399 OTHER PURCH SERVICES	300 Purchased Services	F2809	KIDCREATE STUDIO	\$4,248.00
08/14/24	P405646	Epayable	399 OTHER PURCH SERVICES	300 Purchased Services	F5619	YOUTH ENRICHMENT LE	\$10,799.00
08/14/24	V8008132	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F4180	ENGINEERING FOR KID	\$5,250.00
08/14/24	V8008133	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	18528	FINKEN WATER INC	\$70.93
08/14/24	V8008137	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	55068	GRUESS, DANIEL	\$150.00
08/14/24	V8008138	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	00572	GUARDIAN PEST CONTR	\$97.48
08/14/24	V8008140	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54414	HANSON SPORTS LLC	\$1,355.90
08/14/24	V8008141	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	50988	HARVEST TECHNOLOGY	\$1,365.00
08/14/24	V8008145	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	51448	IHEALTH	\$50,000.00
08/14/24	V8008156	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	F2797	MAYER ARTS, INC	\$1,920.00
08/14/24	V8008180	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54582	SMITH, PAMELA	\$500.00
08/20/24	V1006350	Electronic Wire Transfer	399 OTHER PURCH SERVICES	300 Purchased Services	17694	DISH	\$281.20
08/21/24	735812	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54417	DASH SPORTS LLC	\$1,246.00
08/21/24	735845	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	54372	RADAR TALENT SOLUTI	\$1,500.00
08/21/24	735848	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	55227	SCORECARD LLC	\$2,800.00
08/21/24	P405647	Epayable	399 OTHER PURCH SERVICES	300 Purchased Services	02170	AFFORDABLE SANITATI	\$745.00
08/28/24	735875	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F2320	HOUSE OF PRINT	\$18,753.04

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/28/24	735899	Vendor Check	399 OTHER PURCH SERVICES	300 Purchased Services	F4478	SAFEWAY DRIVING SCH	\$34,695.00
08/28/24	P405663	Epayable	399 OTHER PURCH SERVICES	300 Purchased Services	02170	AFFORDABLE SANITATI	\$2,155.00
08/28/24	V8008256	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	53286	ARTEDUTC LLC DBA YO	\$7,317.00
08/28/24	V8008275	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	00572	GUARDIAN PEST CONTR	\$633.63
08/28/24	V8008285	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	A0751	METROPOLITAN COURIE	\$122.81
08/28/24	V8008302	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54582	SMITH, PAMELA	\$1,000.00
08/28/24	V8008305	Vendor ACH	399 OTHER PURCH SERVICES	300 Purchased Services	54898	TGA OF CENTRAL HENN	\$5,220.00
08/30/24	V1006413	Electronic Wire Transfer	399 OTHER PURCH SERVICES	300 Purchased Services	A0256	DELTA DENTAL PLAN	\$10,008.42
08/30/24	V1006415	Electronic Wire Transfer	399 OTHER PURCH SERVICES	300 Purchased Services	54208	UMR, INC	\$116,874.89
<b>300 Purchased Services Subtotal</b>							<b>\$2,840,928.12</b>
08/05/24	V5024166	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E32160	ERIN E BALCOM	\$211.77
08/05/24	V5024193	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E27798	PARVANEH G TROBEC	\$127.44
08/05/24	V5024194	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E32708	NUBE A UZHCA YUQUIL	\$331.55
08/07/24	735728	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	A2299	JOSTENS INC	\$2,455.18
08/07/24	P405622	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	15946	ROCHESTER 100 INC	\$327.70
08/07/24	P405627	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	09503	TRIO SUPPLY COMPANY	\$900.05
08/07/24	V8008045	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	17648	4IMPRINT	\$2,826.05
08/07/24	V8008050	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	01298	APRIL GRAPHICS	\$708.00
08/07/24	V8008063	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	00190	GRAINGER	\$152.34
08/07/24	V8008073	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	06538	LAKESHORE LEARNING	\$265.96
08/07/24	V8008082	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	08447	NYSTROM PUBLISHING	\$1,269.79
08/07/24	V8008092	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$664.24
08/07/24	V8008097	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	F6113	ST CROIX RECREATION	\$317.94
08/14/24	735792	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	15814	REGENTS OF THE U OF	\$252.00
08/14/24	P405629	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	F5765	CRISIS PREVENTION I	\$6,997.50
08/14/24	P405631	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	A3975	CUB FOODS MAPLE GRO	\$97.36
08/14/24	P405634	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	00187	GOODIN CO	\$5,987.95
08/14/24	P405636	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	07053	HILLYARD FLOOR CARE	\$638.46
08/14/24	V8008111	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	17648	4IMPRINT	\$495.88
08/14/24	V8008117	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	08040	BALLARD & TIGHE, PU	\$423.39
08/14/24	V8008184	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	54029	TEAM FITZ GRAPHICS	\$116.00
08/20/24	V1006352	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	00230	REPUBLIC SERVICES	\$1,304.97
08/20/24	V1006359	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0019	US BANK CARD CIESDE	\$16.35
08/20/24	V1006360	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0021	US BANK CARD CUSTOD	\$276.97
08/20/24	V1006362	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0098	US BANK CARD DLTLOP	\$34.45
08/20/24	V1006363	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0029	US BANK CARD DTHRON	\$37.46
08/20/24	V1006364	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0071	US BANK CARD DYARBR	\$457.88
08/20/24	V1006368	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0051	US BANK CARD EQUITY	\$90.00
08/20/24	V1006369	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0049	US BANK CARD EXIONG	\$936.60
08/20/24	V1006377	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0023	US BANK CARD JSCHLO	\$10.78
08/20/24	V1006382	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0012	US BANK CARD LFOSTE	\$285.19
08/20/24	V1006383	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$608.35

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/20/24	V1006385	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0022	US BANK CARD MAINT	\$36.70
08/20/24	V1006386	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0039	US BANK CARD MDURAN	\$3,816.10
08/20/24	V1006389	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$14,350.51
08/20/24	V1006390	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC009	US BANK CARD PURCHB	\$1,513.31
08/20/24	V1006392	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC0074	US BANK CARD PURCHG	\$9,206.92
08/20/24	V1006393	Electronic Wire Transfer	401 GENERAL SUPPLIES	400 Supplies & Materials	PC006	US BANK CARD PURCHO	\$20,461.29
08/20/24	V5024204	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E25490	NANCY J ANDERSON	\$100.00
08/20/24	V5024231	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E30303	JESSICA D BOARDLEY	\$81.75
08/20/24	V5024234	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E18551	KRISTIN BOHR	\$47.87
08/20/24	V5024241	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E33682	KENZIE M BURDICK-LE	\$22.36
08/20/24	V5024275	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E34294	COLLEEN R FARLEY	\$87.13
08/20/24	V5024297	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E26259	KAYLA HARTMAN	\$34.13
08/20/24	V5024321	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E26865	ANNE L JARRETT	\$28.75
08/20/24	V5024325	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E31197	MEGAN A TUCKER	\$25.90
08/20/24	V5024382	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E19171	AMANDA H MONTANG	\$75.54
08/20/24	V5024411	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E26866	THERESA A PFEILSTIC	\$34.23
08/20/24	V5024421	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E34222	MANAR REDA	\$55.76
08/20/24	V5024429	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E22023	HEATHER S SCHAPER	\$24.95
08/20/24	V5024456	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E33053	LAUREL K STONE	\$44.84
08/20/24	V5024464	Employee Reimbursement	401 GENERAL SUPPLIES	400 Supplies & Materials	E33720	HALEY K THOMPSON	\$99.09
08/21/24	735813	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	54571	ECOLAB USA INC	\$483.96
08/21/24	735815	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	18849	FACTORY MOTOR PARTS	\$39.75
08/21/24	735836	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$94.84
08/21/24	P405650	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	05641	BATTERIES PLUS BULB	\$231.80
08/21/24	P405659	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	15221	SCHOOL DATEBOOKS	\$756.24
08/21/24	P405662	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	09503	TRIO SUPPLY COMPANY	\$2,543.57
08/21/24	V8008191	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	01298	APRIL GRAPHICS	\$118.00
08/21/24	V8008193	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	08280	BECKER ARENA PRODUC	\$2,565.62
08/21/24	V8008204	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	54645	ECM PUBLISHERS INC	\$99.20
08/21/24	V8008206	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	22068	FUN EXPRESS LLC	\$142.38
08/21/24	V8008227	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	09737	MINNEAPOLIS OXYGEN	\$109.68
08/21/24	V8008238	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$19.47
08/21/24	V8008240	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	52496	SMARTSIGN	\$362.42
08/28/24	735867	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	54537	CDW GOVERNMENT	\$2,074.00
08/28/24	735881	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	08955	LSV METALS INC	\$2,065.50
08/28/24	735886	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$178.56
08/28/24	735889	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	18371	MONOPRICE INC	\$1,901.58
08/28/24	735895	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	17040	PLAYPOWER LT FARMIN	\$622.00
08/28/24	735896	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	20028	RED WING SHOE STORE	\$773.98
08/28/24	735900	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	52496	SMARTSIGN	\$1,827.17
08/28/24	735905	Vendor Check	401 GENERAL SUPPLIES	400 Supplies & Materials	51301	TOTALLY PROMOTIONAL	\$130.00
08/28/24	P405664	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	00130	ANCHOR PAPER COMPAN	\$2,755.49

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/28/24	P405668	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	05628	DISCOUNT SCHOOL SUP	\$528.06
08/28/24	P405672	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	00187	GOODIN CO	\$4,278.26
08/28/24	P405676	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	18190	LIFESAVERS INC	\$349.90
08/28/24	P405680	Epayable	401 GENERAL SUPPLIES	400 Supplies & Materials	05007	SCHOOLMATE & STUDEN	\$2,629.30
08/28/24	V8008257	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$504.75
08/28/24	V8008273	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	00188	GOPHER SPORT	\$5,103.07
08/28/24	V8008281	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	06538	LAKESHORE LEARNING	\$38.22
08/28/24	V8008289	Vendor ACH	401 GENERAL SUPPLIES	400 Supplies & Materials	08447	NYSTROM PUBLISHING	\$7,341.20
08/07/24	V8008087	Vendor ACH	402 APPAREL	400 Supplies & Materials	25198	REBYL SPORTS	\$925.00
08/14/24	735794	Vendor Check	402 APPAREL	400 Supplies & Materials	F3789	SOTA SHOP	\$1,100.00
08/21/24	V8008234	Vendor ACH	402 APPAREL	400 Supplies & Materials	25198	REBYL SPORTS	\$3,049.00
08/28/24	735903	Vendor Check	402 APPAREL	400 Supplies & Materials	12711	TAHO SPORTSWEAR INC	\$5,688.00
08/28/24	V8008262	Vendor ACH	402 APPAREL	400 Supplies & Materials	03211	BSN SPORTS LLC	\$734.40
08/07/24	735717	Vendor Check	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	54537	CDW GOVERNMENT	\$323,625.50
08/07/24	V8008057	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	52506	CLASS COMPOSER INC	\$799.00
08/07/24	V8008059	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	00119	CURRICULUM ASSOCIAT	\$40,811.50
08/07/24	V8008069	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	15872	IDENTISYS INC	\$624.00
08/07/24	V8008075	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	19917	MARCO	\$6,294.50
08/07/24	V8008096	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	53197	SOURCEWELL	\$6,870.00
08/07/24	V8008103	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	51457	T-MOBILE USA INC	\$2,920.00
08/14/24	735761	Vendor Check	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	22130	EDPUZZLE INC	\$2,940.00
08/14/24	V8008117	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	08040	BALLARD & TIGHE, PU	\$237.91
08/14/24	V8008131	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	F6324	EDUPOINT EDUCATIONA	\$259,992.00
08/14/24	V8008142	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	26561	HIGH POINT NETWORKS	\$405,232.07
08/14/24	V8008169	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	20101	PARCHMENT INC	\$21,750.00
08/14/24	V8008171	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	51950	POWERSCHOOL GROUP L	\$51,247.50
08/20/24	V1006383	Electronic Wire Transfer	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$16.72
08/21/24	735808	Vendor Check	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	F4899	ARVIG	\$926.90
08/21/24	735811	Vendor Check	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	54537	CDW GOVERNMENT	\$5,890.00
08/21/24	V8008205	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	53366	FIREPLACE INC	\$3,150.00
08/21/24	V8008211	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	26561	HIGH POINT NETWORKS	\$10,440.00
08/28/24	735910	Vendor Check	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	18830	ZONES OF REGULATION	\$120.00
08/28/24	P405675	Epayable	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	19988	HUDL SPORTS	\$28,200.00
08/28/24	V8008307	Vendor ACH	405 NONINSTRUC SOFTWARE/LICEN	400 Supplies & Materials	51457	T-MOBILE USA INC	\$2,992.00
08/07/24	735733	Vendor Check	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	26574	MYSTERY SCIENCE INC	\$1,495.00
08/07/24	P405618	Epayable	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	15927	LEARNING A-Z	\$2,640.00
08/07/24	P405619	Epayable	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	D0655	MINNESOTA HISTORICA	\$68,160.00
08/07/24	P405621	Epayable	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	53809	PROJECT LEAD THE WA	\$16,550.00
08/07/24	P405624	Epayable	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	18700	THINKING MAPS INC	\$4,895.00
08/07/24	V8008048	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	20136	AMERICAN READING CO	\$9,000.00
08/14/24	735788	Vendor Check	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	54474	PIXTON COMICS INC	\$576.00
08/14/24	P405635	Epayable	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	51254	LITERACY RESOURCES	\$89.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/14/24	P405639	Epayable	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	15927	LEARNING A-Z	\$1,331.00
08/14/24	V8008143	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	18358	HOUGHTON MIFFLIN HA	\$3,000.00
08/14/24	V8008149	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	18609	IXL LEARNING INC	\$7,875.00
08/14/24	V8008152	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	50899	LEVEL8CREATIVE LLC	\$2,950.00
08/14/24	V8008172	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	26537	PROQUEST LLC	\$16,512.45
08/14/24	V8008178	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	51329	SEESAW LEARNING INC	\$3,250.00
08/20/24	V1006383	Electronic Wire Transfer	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$393.66
08/21/24	735840	Vendor Check	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	55223	NAVIGATE360 LLC	\$2,631.25
08/21/24	735851	Vendor Check	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	54616	SOUNDTRAP US INC	\$349.00
08/21/24	P405656	Epayable	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	15927	LEARNING A-Z	\$396.00
08/21/24	V8008197	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	16786	BRAINPOP	\$1,764.00
08/21/24	V8008198	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	22103	BREAKOUT EDU	\$1,188.00
08/21/24	V8008218	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	18609	IXL LEARNING INC	\$4,888.00
08/28/24	735909	Vendor Check	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	55203	WHYTRY LLC	\$3,594.00
08/28/24	V8008252	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	52992	ABC ENGLISH	\$432.00
08/28/24	V8008282	Vendor ACH	406 INSTRUCT SOFTWARE/LIC AGR	400 Supplies & Materials	50899	LEVEL8CREATIVE LLC	\$750.00
08/07/24	735740	Vendor Check	412 WATER TREATMENT	400 Supplies & Materials	55041	STEP SAVER INC	\$446.40
08/21/24	735852	Vendor Check	412 WATER TREATMENT	400 Supplies & Materials	55041	STEP SAVER INC	\$89.60
08/28/24	735901	Vendor Check	412 WATER TREATMENT	400 Supplies & Materials	55041	STEP SAVER INC	\$88.00
08/28/24	V8008254	Vendor ACH	412 WATER TREATMENT	400 Supplies & Materials	51769	APOLLO WATER SERVIC	\$1,731.47
08/07/24	P405616	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	51768	HLS OUTDOOR	\$1,219.40
08/07/24	P405620	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	18784	NORTHWEST LIGHTING	\$264.00
08/07/24	P405625	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00390	TOLL GAS & WELDING	\$79.06
08/07/24	V8008054	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00378	BORDER STATES ELECT	\$455.24
08/07/24	V8008060	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	06823	CUTTER SALES INC	\$120.00
08/07/24	V8008063	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00190	GRAINGER	-\$320.72
08/07/24	V8008079	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	09100	MTI DISTRIBUTING CO	\$698.57
08/07/24	V8008080	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	17384	NILFISK INC	\$62.64
08/07/24	V8008088	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	22133	REINDERS INC	\$2,190.00
08/07/24	V8008099	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00565	STATE SUPPLY CO INC	\$339.36
08/14/24	735782	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$544.98
08/14/24	735783	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$187.69
08/14/24	P405634	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00187	GOODIN CO	\$1,256.97
08/14/24	P405637	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	51768	HLS OUTDOOR	\$161.85
08/14/24	V8008121	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00378	BORDER STATES ELECT	\$108.81
08/14/24	V8008126	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	06823	CUTTER SALES INC	\$26.98
08/14/24	V8008159	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	09571	MINNESOTA EQUIPMENT	\$47.98
08/14/24	V8008162	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	09100	MTI DISTRIBUTING CO	\$93.81
08/14/24	V8008166	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	17384	NILFISK INC	\$528.42
08/14/24	V8008182	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00565	STATE SUPPLY CO INC	\$332.30
08/20/24	V1006360	Electronic Wire Transfer	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	PC0021	US BANK CARD CUSTOD	\$1,373.91
08/20/24	V1006377	Electronic Wire Transfer	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	PC0023	US BANK CARD JSCHLO	\$2,022.61

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/20/24	V1006385	Electronic Wire Transfer	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	PC0022	US BANK CARD MAINT	\$1,035.02
08/20/24	V1006389	Electronic Wire Transfer	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$1,591.01
08/20/24	V1006392	Electronic Wire Transfer	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	PC0074	US BANK CARD PURCHG	\$725.13
08/21/24	735835	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$389.67
08/21/24	735836	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$79.86
08/21/24	P405652	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	15834	FERGUSON ENTERPRISE	\$1,563.25
08/21/24	P405653	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	04382	GOLDEN VALLEY SUPPL	\$374.40
08/21/24	P405654	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	51768	HLS OUTDOOR	\$900.11
08/21/24	P405660	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00390	TOLL GAS & WELDING	\$13.18
08/21/24	V8008196	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00378	BORDER STATES ELECT	\$117.58
08/21/24	V8008229	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	09100	MTI DISTRIBUTING CO	\$133.38
08/21/24	V8008242	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00565	STATE SUPPLY CO INC	\$435.90
08/21/24	V8008246	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	15270	VIKING ELECTRIC	\$299.95
08/28/24	735885	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	07513	MENARDS BROOKLYN PA	\$79.86
08/28/24	735886	Vendor Check	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	26535	MENARDS MAPLE GROVE	\$249.13
08/28/24	P405666	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	05641	BATTERIES PLUS BULB	\$25.15
08/28/24	P405669	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	15834	FERGUSON ENTERPRISE	\$237.84
08/28/24	P405673	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	07053	HILLYARD FLOOR CARE	\$891.42
08/28/24	P405674	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	51768	HLS OUTDOOR	\$1,122.75
08/28/24	P405677	Epayable	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	06890	RM COTTON CO	\$189.93
08/28/24	V8008260	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00378	BORDER STATES ELECT	\$476.84
08/28/24	V8008263	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	54215	BUILDING CONTROLS &	\$965.36
08/28/24	V8008267	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	06823	CUTTER SALES INC	\$126.03
08/28/24	V8008274	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	00528	GROVE NURSERY CENTE	\$674.40
08/28/24	V8008287	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	17384	NILFISK INC	\$14.16
08/28/24	V8008295	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	51251	QUALE COMPANIES	\$254.99
08/28/24	V8008310	Vendor ACH	421 REPAIR SUPPLIES - BLDG	400 Supplies & Materials	15270	VIKING ELECTRIC	\$219.21
08/14/24	P405643	Epayable	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	00351	SCHMITT MUSIC	-\$29.00
08/14/24	V8008112	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	50125	ACER SERVICE CORP	\$3,136.00
08/14/24	V8008113	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	22094	ACTION RADIO & COMM	\$256.00
08/14/24	V8008144	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	15872	IDENTISYS INC	\$450.00
08/14/24	V8008173	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	05024	PRO-TEC DESIGN	\$2,995.63
08/20/24	V1006364	Electronic Wire Transfer	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	PC0071	US BANK CARD DYARBR	\$52.29
08/20/24	V1006373	Electronic Wire Transfer	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	PC0059	US BANK CARD I2T2 D	\$150.92
08/20/24	V1006383	Electronic Wire Transfer	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$117.18
08/20/24	V1006386	Electronic Wire Transfer	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	PC0039	US BANK CARD MDURAN	-\$349.94
08/20/24	V1006389	Electronic Wire Transfer	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$242.64
08/20/24	V1006392	Electronic Wire Transfer	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	PC0074	US BANK CARD PURCHG	\$478.66
08/21/24	V8008232	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	26510	PARTS TOWN LLC	\$188.28
08/28/24	735863	Vendor Check	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	54961	BEARTOOTH CORP DBA	\$560.00
08/28/24	V8008253	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	22094	ACTION RADIO & COMM	\$37.00
08/28/24	V8008294	Vendor ACH	422 REPAIR SUPPLIES - EQUIP	400 Supplies & Materials	05024	PRO-TEC DESIGN	\$2,250.14

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/07/24	735732	Vendor Check	423 PERMITS	400 Supplies & Materials	A0504	MN DEPT OF LABOR &	\$100.00
08/20/24	V1006385	Electronic Wire Transfer	423 PERMITS	400 Supplies & Materials	PC0022	US BANK CARD MAINT	\$120.00
08/05/24	V5024174	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E28309	SCHUYLER L DEUEL	\$43.57
08/05/24	V5024175	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E33725	GILLIAN V ESPING	\$57.10
08/05/24	V5024178	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E17376	JESSICA KING HANSON	\$17.43
08/05/24	V5024183	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E30646	MARY SUE LEM	\$41.80
08/05/24	V5024186	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E26866	THERESA A PFEILSTIC	\$40.66
08/05/24	V5024190	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E34393	JAZMINE L SALES	\$51.63
08/05/24	V5024191	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E28764	MARY ELIZABETH STET	\$34.36
08/07/24	735746	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	00409	WARD'S SCIENCE	\$258.14
08/07/24	P405611	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00131	DEMCO	\$187.72
08/07/24	P405613	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	06952	FLINN SCIENTIFIC	\$1,606.23
08/07/24	P405622	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	15946	ROCHESTER 100 INC	\$1,132.25
08/07/24	P405623	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	F4836	STARFALL EDUCATION	\$125.24
08/07/24	V8008052	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$299.96
08/07/24	V8008053	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	18814	BIO-RAD	\$3,005.57
08/07/24	V8008055	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	03211	BSN SPORTS LLC	\$818.38
08/07/24	V8008056	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	00091	CAROLINA BIOLOGICAL	\$1,554.59
08/07/24	V8008071	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	07054	KAPLAN EARLY LEARNI	\$393.30
08/07/24	V8008085	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	01183	PASCO SCIENTIFIC	\$1,703.00
08/07/24	V8008086	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	08437	PLANK ROAD PUBLISHI	\$130.45
08/07/24	V8008090	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	52518	ROGUE FITNESS	\$599.95
08/07/24	V8008092	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$515.94
08/14/24	735755	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	54444	CLASSICAL ACADEMIC	\$1,597.02
08/14/24	735760	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	A1948	CUB FOODS BP	\$595.65
08/14/24	735778	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	53146	LINDE GAS & EQUIPME	\$153.62
08/14/24	735781	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	00441	MCGRAW-HILL EDUCATI	\$224.25
08/14/24	735793	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	00240	RESILITE SPORTS PRO	\$339.57
08/14/24	735797	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	03679	TIME FOR KIDS	\$165.00
08/14/24	P405630	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	F5616	CUB FOODS BROOKLYN	\$645.91
08/14/24	P405631	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	A3975	CUB FOODS MAPLE GRO	\$2,031.22
08/14/24	P405633	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	06952	FLINN SCIENTIFIC	\$3,396.00
08/14/24	P405641	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	15946	ROCHESTER 100 INC	\$1,322.00
08/14/24	P405643	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00351	SCHMITT MUSIC	\$14,760.31
08/14/24	P405644	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	15221	SCHOOL DATEBOOKS	\$1,097.10
08/14/24	P405645	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	05007	SCHOOLMATE & STUDEN	\$2,501.00
08/14/24	V8008119	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	09479	BLICK ART MATERIALS	\$48.27
08/14/24	V8008125	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	00397	CONSTRUCTIVE PLAYTH	\$431.15
08/14/24	V8008163	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	08354	MUSIC CONNECTION IN	\$638.00
08/14/24	V8008164	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	22123	MUSIC MART INC	\$28.95
08/14/24	V8008170	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	08437	PLANK ROAD PUBLISHI	\$125.45
08/20/24	V1006359	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0019	US BANK CARD CIESDE	\$232.85

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/20/24	V1006365	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0050	US BANK CARD ECFE	\$29.88
08/20/24	V1006374	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0055	US BANK CARD INDIAN	\$2,049.29
08/20/24	V1006382	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0012	US BANK CARD LFOSTE	\$192.82
08/20/24	V1006383	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$2,199.82
08/20/24	V1006386	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0039	US BANK CARD MDURAN	\$2,201.98
08/20/24	V1006387	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0084	US BANK CARD MNEWEL	\$332.01
08/20/24	V1006389	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$12,673.86
08/20/24	V1006390	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC009	US BANK CARD PURCHB	\$1,478.73
08/20/24	V1006391	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0017	US BANK CARD PURCHD	\$231.63
08/20/24	V1006393	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC006	US BANK CARD PURCHO	\$11,906.63
08/20/24	V1006394	Electronic Wire Transfer	430 INSTR MATERIALS	400 Supplies & Materials	PC0092	US BANK CARD RLKIDS	\$123.62
08/20/24	V5024234	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E18551	KRISTIN BOHR	\$28.27
08/20/24	V5024235	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E27749	ELIZABETH M BOTTOLE	\$55.96
08/20/24	V5024269	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E16320	KRISTIN ERDMAN	\$61.77
08/20/24	V5024279	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E28552	KATHLEEN L FRAWLEY	\$90.89
08/20/24	V5024285	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E30557	MICAELA R GOEBEL	\$15.21
08/20/24	V5024298	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E20884	JODI HARTWIG	\$86.48
08/20/24	V5024308	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E29463	ALIZABETH A HILL	\$48.83
08/20/24	V5024359	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E30646	MARY SUE LEM	\$40.34
08/20/24	V5024372	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E33640	CAMARIE L MARTIN	\$43.00
08/20/24	V5024402	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E32887	JESSICA A OLSON	\$59.04
08/20/24	V5024415	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E32614	TAYLOR E POTVIN	\$27.61
08/20/24	V5024430	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E28007	JASON T SCHERBER	\$106.43
08/20/24	V5024460	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E32610	MIKAELE TESEMA	\$92.68
08/20/24	V5024481	Employee Reimbursement	430 INSTR MATERIALS	400 Supplies & Materials	E19926	GARY W WIESER	\$40.13
08/21/24	735854	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	26621	THEATRICAL RIGHTS W	\$4,200.00
08/21/24	P405649	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	08889	BARNES & NOBLE	\$640.00
08/21/24	P405657	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	02481	MEDCO SUPPLY	\$6,510.45
08/21/24	P405658	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00351	SCHMITT MUSIC	\$148.49
08/21/24	V8008192	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	03697	ARBOR SCIENTIFIC	\$241.43
08/21/24	V8008200	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	53619	CLP GRAPHICS	\$128.80
08/21/24	V8008210	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	07552	HAND2MIND INC	\$76.45
08/21/24	V8008223	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	15941	LEARNING WITHOUT TE	\$1,485.00
08/21/24	V8008237	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	07852	SCHOLASTIC MAGAZINE	\$8,186.98
08/21/24	V8008238	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$182.32
08/28/24	735892	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	00493	OXFORD UNIVERSITY P	\$1,382.83
08/28/24	735894	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	18900	PLANET SOCCER	\$1,863.00
08/28/24	735906	Vendor Check	430 INSTR MATERIALS	400 Supplies & Materials	55084	TPRS BOOKS	\$665.00
08/28/24	P405668	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	05628	DISCOUNT SCHOOL SUP	\$314.18
08/28/24	P405670	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	06952	FLINN SCIENTIFIC	\$5,941.60
08/28/24	P405671	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	51439	GAME ONE	\$170.82
08/28/24	P405678	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	15946	ROCHESTER 100 INC	\$348.00

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08/28/24	P405679	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	00351	SCHMITT MUSIC	\$251.69
08/28/24	P405680	Epayable	430 INSTR MATERIALS	400 Supplies & Materials	05007	SCHOOLMATE & STUDEN	\$1,576.20
08/28/24	V8008257	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$92.28
08/28/24	V8008258	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	09479	BLICK ART MATERIALS	\$3,954.92
08/28/24	V8008262	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	03211	BSN SPORTS LLC	\$3,909.44
08/28/24	V8008286	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	52345	MICHAELS STORES INC	\$1,649.37
08/28/24	V8008296	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	53456	SAGE PUBLICATIONS I	\$1,263.20
08/28/24	V8008299	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$56.00
08/28/24	V8008309	Vendor ACH	430 INSTR MATERIALS	400 Supplies & Materials	00533	US AWARDS	\$176.48
08/20/24	V1006386	Electronic Wire Transfer	433 INDIV INSTR MATERIAL	400 Supplies & Materials	PC0039	US BANK CARD MDURAN	\$2,136.47
08/20/24	V1006389	Electronic Wire Transfer	433 INDIV INSTR MATERIAL	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$906.39
08/20/24	V1006360	Electronic Wire Transfer	440 FUEL	400 Supplies & Materials	PC0021	US BANK CARD CUSTOD	\$445.00
08/20/24	V1006371	Electronic Wire Transfer	440 FUEL	400 Supplies & Materials	PC0037	US BANK CARD FOODNU	\$44.38
08/20/24	V1006385	Electronic Wire Transfer	440 FUEL	400 Supplies & Materials	PC0022	US BANK CARD MAINTEN	\$490.00
08/28/24	735908	Vendor Check	440 FUEL	400 Supplies & Materials	53992	WEX BANK	\$5,094.15
08/14/24	P405643	Epayable	450 MATERIALS - RESALE	400 Supplies & Materials	00351	SCHMITT MUSIC	\$1,686.15
08/07/24	735717	Vendor Check	455 NON-INSTRUCT TECH SUPPLY	400 Supplies & Materials	54537	CDW GOVERNMENT	\$740.61
08/07/24	V8008046	Vendor ACH	455 NON-INSTRUCT TECH SUPPLY	400 Supplies & Materials	50125	ACER SERVICE CORP	\$10,407.50
08/14/24	735752	Vendor Check	455 NON-INSTRUCT TECH SUPPLY	400 Supplies & Materials	54537	CDW GOVERNMENT	\$4,603.53
08/20/24	V1006364	Electronic Wire Transfer	455 NON-INSTRUCT TECH SUPPLY	400 Supplies & Materials	PC0071	US BANK CARD DYARBR	\$150.41
08/28/24	735867	Vendor Check	455 NON-INSTRUCT TECH SUPPLY	400 Supplies & Materials	54537	CDW GOVERNMENT	\$282.72
08/20/24	V1006389	Electronic Wire Transfer	456 INSTRUCTIONAL TECH SUPPLY	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$57.96
08/07/24	735734	Vendor Check	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	54469	NANCY LARSON PUBLIS	\$6,193.00
08/07/24	P405614	Epayable	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	51254	LITERACY RESOURCES	\$384.48
08/14/24	735763	Vendor Check	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	55189	EPS OPERATIONS LLC	\$3,295.26
08/14/24	735779	Vendor Check	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	54951	LOYOLA PRESS	\$2,348.30
08/14/24	735781	Vendor Check	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	00441	MCGRAW-HILL EDUCATI	\$12,114.94
08/14/24	V8008122	Vendor ACH	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	54560	CENGAGE LEARNING IN	\$7,745.06
08/14/24	V8008130	Vendor ACH	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	18087	EASY GRAMMAR	\$2,696.48
08/14/24	V8008155	Vendor ACH	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	16958	MATH LEARNING CENTE	\$6,629.04
08/14/24	V8008175	Vendor ACH	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	51552	SAVVAS LEARNING COM	\$907.20
08/20/24	V1006389	Electronic Wire Transfer	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$54.00
08/21/24	735842	Vendor Check	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	F1989	PLOTTS, ANA GRACE	\$65.31
08/21/24	V8008212	Vendor ACH	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	18358	HOUGHTON MIFFLIN HA	\$24,345.94
08/21/24	V8008236	Vendor ACH	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	51552	SAVVAS LEARNING COM	\$8,456.64
08/28/24	735862	Vendor Check	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	52728	AMPLIFY EDUCATION I	\$23,803.85
08/28/24	735884	Vendor Check	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	00441	MCGRAW-HILL EDUCATI	\$614.04
08/28/24	P405665	Epayable	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	08889	BARNES & NOBLE	\$4,431.87
08/28/24	V8008251	Vendor ACH	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	54850	95 PERCENT GROUP LL	\$6,595.60
08/28/24	V8008265	Vendor ACH	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	53215	CEV MULTIMEDIA LLC	\$4,250.00
08/28/24	V8008276	Vendor ACH	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	18358	HOUGHTON MIFFLIN HA	\$1,836.05
08/28/24	V8008299	Vendor ACH	460 TEXTBOOKS & WORKBOOKS	400 Supplies & Materials	52245	SCHOOL SPECIALTY LL	\$403.20

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/07/24	V8008101	Vendor ACH	461 STANDARDIZED TESTS	400 Supplies & Materials	01471	TEACHING STRATEGIES	\$2,690.75
08/28/24	735874	Vendor Check	462 INSTRUCTION COMP SOFTWARE	400 Supplies & Materials	55081	HAZELDEN BETTY FORD	\$17,500.00
08/07/24	735714	Vendor Check	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	F4899	ARVIG	\$1,000.00
08/07/24	V8008068	Vendor ACH	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	50776	HM CRAGG	\$1,208.00
08/14/24	735752	Vendor Check	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	54537	CDW GOVERNMENT	\$103,909.32
08/14/24	735798	Vendor Check	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	55058	UNIMAX SYSTEMS CORP	\$15,480.00
08/14/24	V8008115	Vendor ACH	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	08294	APPLE INC	\$2,990.00
08/20/24	V1006383	Electronic Wire Transfer	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	PC0038	US BANK CARD LIAVAN	\$2,479.56
08/20/24	V1006389	Electronic Wire Transfer	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$189.97
08/21/24	735811	Vendor Check	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	54537	CDW GOVERNMENT	\$1,131.12
08/21/24	V8008190	Vendor ACH	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	08294	APPLE INC	\$2,990.00
08/21/24	V8008208	Vendor ACH	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	52897	GOPHERMODS LLC	\$57,228.00
08/28/24	735866	Vendor Check	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	54875	CALLTOWER INC	\$84.94
08/28/24	V8008255	Vendor ACH	465 NON-INSTRUCT TECH DEVICES	400 Supplies & Materials	08294	APPLE INC	\$7,517.98
08/07/24	V8008052	Vendor ACH	466 INSTRUCTIONAL TECH DEVICE	400 Supplies & Materials	15800	B & H PHOTOVIDEO	\$120.01
08/14/24	V8008124	Vendor ACH	466 INSTRUCTIONAL TECH DEVICE	400 Supplies & Materials	54641	CHROMEBOOKPARTS.COM	\$10,571.75
08/07/24	V8008074	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	08509	MACKIN EDUCATIONAL	\$510.45
08/14/24	V8008134	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	53033	FOLLETT CONTENT SOL	\$1,479.21
08/14/24	V8008154	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	08509	MACKIN EDUCATIONAL	\$598.67
08/20/24	V1006386	Electronic Wire Transfer	470 MEDIA RESOURCES	400 Supplies & Materials	PC0039	US BANK CARD MDURAN	\$1,234.52
08/20/24	V5024459	Employee Reimbursement	470 MEDIA RESOURCES	400 Supplies & Materials	E19193	ANNA M TEEPLE	\$41.45
08/28/24	V8008272	Vendor ACH	470 MEDIA RESOURCES	400 Supplies & Materials	18640	FIRST BOOK	\$251.74
08/28/24	V8008270	Vendor ACH	489 PERIODICALS & NWSPR	400 Supplies & Materials	09119	EBSCO	\$732.59
08/28/24	V8008271	Vendor ACH	489 PERIODICALS & NWSPR	400 Supplies & Materials	54645	ECM PUBLISHERS INC	\$68.20
08/28/24	V8008297	Vendor ACH	489 PERIODICALS & NWSPR	400 Supplies & Materials	07852	SCHOLASTIC MAGAZINE	\$131.78
08/05/24	V5024166	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E32160	ERIN E BALCOM	\$82.95
08/05/24	V5024169	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E33682	KENZIE M BURDICK-LE	\$25.00
08/07/24	735730	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	53042	LYNDES CATERING	\$2,628.46
08/07/24	735748	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A0238	WELLS CATERING SERV	\$3,195.50
08/07/24	V8008084	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	50455	PANERA BREAD COMPAN	\$332.69
08/14/24	735760	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A1948	CUB FOODS BP	\$67.39
08/14/24	735762	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	55214	EL JEFE REDEFINING	\$200.00
08/14/24	P405630	Epayable	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	F5616	CUB FOODS BROOKLYN	\$247.71
08/14/24	P405631	Epayable	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A3975	CUB FOODS MAPLE GRO	\$261.58
08/14/24	V8008127	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	F3528	DAILY DOSE CAFE ESP	\$449.00
08/14/24	V8008168	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	50455	PANERA BREAD COMPAN	\$161.76
08/20/24	V1006361	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0013	US BANK CARD DCARLS	\$216.52
08/20/24	V1006362	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0098	US BANK CARD DLTLOP	\$69.41
08/20/24	V1006365	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0050	US BANK CARD ECFE	\$98.24
08/20/24	V1006367	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0040	US BANK CARD EMANNI	\$300.27
08/20/24	V1006368	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0051	US BANK CARD EQUITY	\$563.65
08/20/24	V1006369	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0049	US BANK CARD EXIONG	\$98.17

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/20/24	V1006370	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0060	US BANK CARD FACE	\$35.17
08/20/24	V1006372	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0010	US BANK CARD HRDEPT	\$762.09
08/20/24	V1006375	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0061	US BANK CARD JMORST	\$87.40
08/20/24	V1006376	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0054	US BANK CARD JNEUMA	\$1,087.73
08/20/24	V1006378	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0078	US BANK CARD KHIEL	\$242.21
08/20/24	V1006382	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0012	US BANK CARD LFOSTE	\$654.02
08/20/24	V1006384	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0073	US BANK CARD LJOHNS	\$134.97
08/20/24	V1006389	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0081	US BANK CARD PURCHA	\$591.09
08/20/24	V1006391	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0017	US BANK CARD PURCHD	\$173.85
08/20/24	V1006398	Electronic Wire Transfer	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	PC0093	US BANK CARD WVRKID	\$101.78
08/20/24	V5024304	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E19111	MELISSA L CARSTENS	\$39.05
08/20/24	V5024307	Employee Reimbursement	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	E28882	KIM R HIEL	\$60.20
08/21/24	735831	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	55221	JAMISONS HIBACHI KI	\$1,950.00
08/21/24	735832	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	55222	LA COCINA LLC	\$1,875.00
08/21/24	735833	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	16511	LOOKOUT	\$2,347.31
08/21/24	735843	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	53669	QDOBA CATERING	\$480.26
08/21/24	735846	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	53355	RAISING CANE'S REST	\$375.27
08/21/24	735859	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A0238	WELLS CATERING SERV	\$1,324.99
08/21/24	V8008231	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	50455	PANERA BREAD COMPAN	\$603.11
08/28/24	735865	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	F7479	CAFE ZUPAS	\$207.93
08/28/24	735870	Vendor Check	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	A0142	COLLEGE TOWN PIZZA	\$320.48
08/28/24	V8008268	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	F3528	DAILY DOSE CAFE ESP	\$280.00
08/28/24	V8008290	Vendor ACH	490 FOOD/FOOD FROM WAREHOUSE	400 Supplies & Materials	50455	PANERA BREAD COMPAN	\$40.74
08/14/24	V8008181	Vendor ACH	495 MILK	400 Supplies & Materials	50992	ST PAUL BEVERAGE SO	\$12,704.21
08/14/24	P405640	Epayable	497 FOOD - NON-WAREHOUSE	400 Supplies & Materials	50778	PAN O GOLD BAKING C	\$956.66
08/14/24	V8008146	Vendor ACH	497 FOOD - NON-WAREHOUSE	400 Supplies & Materials	F6278	INDIANHEAD FOODSERV	\$94,676.83
08/21/24	P405655	Epayable	497 FOOD - NON-WAREHOUSE	400 Supplies & Materials	00228	KARLSBURGER FOODS I	\$1,576.18
08/20/24	V5024226	Employee Reimbursement	498 OTHER SUPPLIES/MATERIALS	400 Supplies & Materials	E22103	LARRY H BILBRO	\$161.39
08/28/24	V8008259	Vendor ACH	498 OTHER SUPPLIES/MATERIALS	400 Supplies & Materials	26509	BOND BRANDED GEAR I	\$21,945.00
<b>400 Supplies &amp; Materials Subtotal</b>							<b>\$2,153,547.84</b>
08/14/24	735796	Vendor Check	505 NONINSTRUC TECH SOFTWARE	500 Capital Expenditures	51986	TALKINGPOINTS	\$112,350.00
08/14/24	V8008114	Vendor ACH	511 SITE IMPROVEMENTS	500 Capital Expenditures	52777	ADVANCED IRRIGATION	\$3,099.95
08/14/24	V8008120	Vendor ACH	511 SITE IMPROVEMENTS	500 Capital Expenditures	54914	BLUE LABEL CREATIVE	\$205,992.79
08/21/24	V8008228	Vendor ACH	511 SITE IMPROVEMENTS	500 Capital Expenditures	F0805	MINNESOTA ROADWAYS	\$1,333,799.22
08/07/24	V8008051	Vendor ACH	520 BLDG ACQUISTION OR CONST	500 Capital Expenditures	54212	ATLAS TOYOTA MATERI	\$6,544.00
08/07/24	V8008100	Vendor ACH	520 BLDG ACQUISTION OR CONST	500 Capital Expenditures	50836	SUNDE LAND SURVEYIN	\$750.00
08/07/24	V8008109	Vendor ACH	520 BLDG ACQUISTION OR CONST	500 Capital Expenditures	F5448	WOLD ARCHITECTS AND	\$619,939.12
08/14/24	V8008120	Vendor ACH	520 BLDG ACQUISTION OR CONST	500 Capital Expenditures	54914	BLUE LABEL CREATIVE	\$300,000.00
08/28/24	V8008261	Vendor ACH	520 BLDG ACQUISTION OR CONST	500 Capital Expenditures	15278	BRAUN INTERTEC CORP	\$9,900.00
08/07/24	735738	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	F5353	ROCHON CORPORATION	\$2,321,545.67
08/07/24	P405606	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	09827	ACOUSTICS ASSOCIATE	\$70,000.00
08/07/24	P405607	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	50088	AID ELECTRIC CORPOR	\$15,000.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/07/24	P405626	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	02314	TRANE	\$473,282.02
08/07/24	V8008058	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	A2909	CM CONSTRUCTION CO,	\$4,054,436.59
08/07/24	V8008070	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	52611	JOHNSON CONTROLS FI	\$230,084.20
08/07/24	V8008077	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18100	MEI TOTAL ELEVATOR	\$3,131.25
08/07/24	V8008083	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	26549	OLYMPUS LOCKERS & S	\$148,373.00
08/07/24	V8008093	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18493	SHERWIN-WILLIAMS CO	\$1,741.33
08/07/24	V8008095	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	26503	SONUS INTERIORS INC	\$14,660.00
08/07/24	V8008098	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	05077	ST PAUL LINOLEUM &	\$47,673.00
08/07/24	V8008104	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	54646	TOWN & COUNTRY FENC	\$15,247.50
08/07/24	V8008107	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	26531	WESTERN SPECIALTY C	\$192,662.00
08/07/24	V8008108	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	08835	WL HALL COMPANY	\$192,234.40
08/07/24	V8008109	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	F5448	WOLD ARCHITECTS AND	\$69,359.87
08/14/24	735757	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	16514	COOL AIR MECHANICAL	\$1,334,222.28
08/14/24	735765	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18797	FLICEK WELDING	\$43,450.00
08/14/24	P405642	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	22087	SAFETYFIRST PLAYGRO	\$29,253.10
08/14/24	V8008139	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	50978	H2I GROUP	\$157,830.00
08/14/24	V8008151	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	52611	JOHNSON CONTROLS FI	\$91,990.14
08/14/24	V8008153	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	16927	LVC COMPANIES INC	\$4,511.39
08/14/24	V8008157	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	53723	MCDOWALL COMPANY	\$76,197.60
08/14/24	V8008158	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18100	MEI TOTAL ELEVATOR	\$137.50
08/14/24	V8008179	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18493	SHERWIN-WILLIAMS CO	\$487.35
08/21/24	735806	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	09827	ACOUSTICS ASSOCIATE	\$70,000.00
08/21/24	735816	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	F7288	FIRE PROTECTION EQU	\$3,958.00
08/21/24	735819	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	F4750	HALLBERG ENGINEERIN	\$70,570.00
08/21/24	P405648	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	50088	AID ELECTRIC CORPOR	\$70,000.00
08/21/24	P405661	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18228	TREMCO/WEATHERPROOF	\$8,695.83
08/21/24	V8008202	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	16375	EBERT CONSTRUCTION	\$845,276.22
08/21/24	V8008216	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	07766	INSTITUTE FOR ENVIR	\$10,512.41
08/21/24	V8008221	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	52611	JOHNSON CONTROLS FI	\$41,112.10
08/21/24	V8008224	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	05140	MAVO SYSTEMS INC	\$59,166.38
08/21/24	V8008226	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18100	MEI TOTAL ELEVATOR	\$976.69
08/21/24	V8008233	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	05024	PRO-TEC DESIGN	\$3,348.66
08/21/24	V8008239	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18493	SHERWIN-WILLIAMS CO	\$575.10
08/21/24	V8008241	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	22111	SOUTHERN MN INSPECT	\$3,500.00
08/21/24	V8008247	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	26531	WESTERN SPECIALTY C	\$9,450.00
08/28/24	735861	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	50088	AID ELECTRIC CORPOR	\$70,000.00
08/28/24	735872	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	F7288	FIRE PROTECTION EQU	\$1,481.50
08/28/24	735873	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	54895	FISHER TRACKS INC	\$132,399.00
08/28/24	735898	Vendor Check	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	22087	SAFETYFIRST PLAYGRO	\$29,253.10
08/28/24	P405681	Epayable	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	02314	TRANE	\$3,965.00
08/28/24	V8008278	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	07766	INSTITUTE FOR ENVIR	\$1,575.33
08/28/24	V8008284	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	16927	LVC COMPANIES INC	\$2,340.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/28/24	V8008300	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	18493	SHERWIN-WILLIAMS CO	\$602.21
08/28/24	V8008303	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	05077	ST PAUL LINOLEUM &	\$621,513.14
08/28/24	V8008312	Vendor ACH	522 BUILDING IMPROVEMENTS	500 Capital Expenditures	26531	WESTERN SPECIALTY C	\$255,576.89
08/07/24	P405609	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	00069	BRIN GLASS COMPANY	\$2,851.00
08/07/24	P405610	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	03579	COMMERCIAL DOOR SYS	\$1,400.00
08/07/24	P405612	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	01841	ELECTRIC MOTOR REPA	\$496.46
08/07/24	V8008052	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	15800	B & H PHOTOVIDEO	\$10,061.19
08/07/24	V8008104	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	54646	TOWN & COUNTRY FENC	\$9,750.00
08/14/24	735767	Vendor Check	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	08395	GRAYBAR ELECTRIC CO	\$322.60
08/14/24	P405636	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	07053	HILLYARD FLOOR CARE	\$11,227.80
08/14/24	V8008116	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	15800	B & H PHOTOVIDEO	\$6,591.40
08/14/24	V8008142	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	26561	HIGH POINT NETWORKS	\$5,781.25
08/14/24	V8008166	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	17384	NILFISK INC	\$16,723.20
08/20/24	V1006364	Electronic Wire Transfer	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	PC0071	US BANK CARD DYARBR	\$209.49
08/20/24	V1006383	Electronic Wire Transfer	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	PC0038	US BANK CARD LIAVAN	\$2,368.10
08/20/24	V1006392	Electronic Wire Transfer	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	PC0074	US BANK CARD PURCHG	\$2,482.34
08/21/24	735818	Vendor Check	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	08395	GRAYBAR ELECTRIC CO	\$420.93
08/21/24	V8008195	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	17015	BOELTER COMPANIES	\$29,273.37
08/21/24	V8008248	Vendor ACH	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	12627	WORTHINGTON DIRECT	\$533.01
08/28/24	735885	Vendor Check	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	07513	MENARDS BROOKLYN PA	\$173.25
08/28/24	P405667	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	03579	COMMERCIAL DOOR SYS	\$676.49
08/28/24	P405682	Epayable	530 REPLACEMENT EQUIPMENT	500 Capital Expenditures	00413	WENGER CORPORATION	\$18,372.60
08/28/24	V8008273	Vendor ACH	533 EQUIP FOR SPED DIRECT INS	500 Capital Expenditures	00188	GOPHER SPORT	\$6,609.21
08/07/24	V8008061	Vendor ACH	534 EQUIP FOR SPED DIRECT INS	500 Capital Expenditures	50804	DART PORTABLE STORA	\$260.00
08/21/24	V8008238	Vendor ACH	534 EQUIP FOR SPED DIRECT INS	500 Capital Expenditures	52245	SCHOOL SPECIALTY LL	\$107,425.36
08/28/24	V8008277	Vendor ACH	534 EQUIP FOR SPED DIRECT INS	500 Capital Expenditures	17401	INNOVATIVE OFFICE S	\$10,454.45
08/14/24	735752	Vendor Check	535 EQUIPMENT LEASED	500 Capital Expenditures	54537	CDW GOVERNMENT	\$1,845,231.00
08/07/24	V8008071	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	07054	KAPLAN EARLY LEARNI	\$473.37
08/07/24	V8008073	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	06538	LAKESHORE LEARNING	\$1,195.10
08/07/24	V8008078	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	54703	MINNESOTA OFFICE FU	\$1,515.00
08/07/24	V8008089	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	18206	RIDDELL ALL AMERICA	\$12,567.45
08/14/24	P405643	Epayable	540 EQUIPMENT	500 Capital Expenditures	00351	SCHMITT MUSIC	\$685.00
08/14/24	V8008147	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	17401	INNOVATIVE OFFICE S	\$1,164.00
08/14/24	V8008167	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	26568	OFFICE LIQUIDATORS	\$1,377.00
08/14/24	V8008174	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	18206	RIDDELL ALL AMERICA	\$38,116.20
08/14/24	V8008183	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	04918	STEVE WEISS MUSIC	\$10,173.00
08/20/24	V1006380	Electronic Wire Transfer	540 EQUIPMENT	500 Capital Expenditures	PC0075	US BANK CARD KMOSES	\$363.34
08/20/24	V1006383	Electronic Wire Transfer	540 EQUIPMENT	500 Capital Expenditures	PC0038	US BANK CARD LIAVAN	\$2,890.00
08/20/24	V1006393	Electronic Wire Transfer	540 EQUIPMENT	500 Capital Expenditures	PC006	US BANK CARD PURCHO	\$1,651.90
08/21/24	735858	Vendor Check	540 EQUIPMENT	500 Capital Expenditures	50814	VERSARE SOLUTIONS L	\$2,996.54
08/21/24	V8008194	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	55071	BELSON OUTDOORS LLC	\$1,063.00
08/21/24	V8008201	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	F5674	COMMUNITY PLAYTHING	\$2,550.00

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/28/24	V8008262	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	03211	BSN SPORTS LLC	\$4,774.34
08/28/24	V8008273	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	00188	GOPHER SPORT	\$3,020.08
08/28/24	V8008279	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	54412	INTEREUM HOLDINGS L	\$8,767.71
08/28/24	V8008304	Vendor ACH	540 EQUIPMENT	500 Capital Expenditures	04918	STEVE WEISS MUSIC	\$5,280.00
08/07/24	735715	Vendor Check	555 NONINSTRUCT TECH HARDWARE	500 Capital Expenditures	54961	BEARTOOTH CORP DBA	\$34,707.32
08/07/24	V8008047	Vendor ACH	555 NONINSTRUCT TECH HARDWARE	500 Capital Expenditures	22094	ACTION RADIO & COMM	\$42,472.50
08/07/24	V8008067	Vendor ACH	555 NONINSTRUCT TECH HARDWARE	500 Capital Expenditures	26561	HIGH POINT NETWORKS	\$15,576.74
08/21/24	735809	Vendor Check	555 NONINSTRUCT TECH HARDWARE	500 Capital Expenditures	54961	BEARTOOTH CORP DBA	\$44,953.79
08/28/24	735863	Vendor Check	555 NONINSTRUCT TECH HARDWARE	500 Capital Expenditures	54961	BEARTOOTH CORP DBA	\$10,967.50
08/28/24	V8008255	Vendor ACH	555 NONINSTRUCT TECH HARDWARE	500 Capital Expenditures	08294	APPLE INC	\$6,778.99
<b>500 Capital Expenditures Subtotal</b>							<b>\$16,841,507.20</b>
08/07/24	735731	Vendor Check	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	A4266	MASA	\$604.00
08/07/24	V8008076	Vendor ACH	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	A0641	MASBO	\$110.00
08/14/24	P405629	Epayable	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	F5765	CRISIS PREVENTION I	\$200.00
08/20/24	V1006357	Electronic Wire Transfer	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	PC001	US BANK CARD BSADMI	\$350.00
08/20/24	V1006372	Electronic Wire Transfer	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	PC0010	US BANK CARD HRDEPT	\$1,582.92
08/20/24	V1006378	Electronic Wire Transfer	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	PC0078	US BANK CARD KHIEL	\$362.71
08/20/24	V1006385	Electronic Wire Transfer	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	PC0022	US BANK CARD MAINTA	\$2,140.00
08/20/24	V1006386	Electronic Wire Transfer	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	PC0039	US BANK CARD MDURAN	\$240.00
08/20/24	V1006395	Electronic Wire Transfer	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	PC0020	US BANK CARD SSVCS	\$710.00
08/20/24	V1006397	Electronic Wire Transfer	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	PC0035	US BANK CARD TSCHRE	\$16.50
08/21/24	735838	Vendor Check	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	F6277	MSBA	\$335.00
08/21/24	735839	Vendor Check	820 DUES, MEMBERSHIPS, FEES	800 Other Expenses	F6277	MSBA	\$285.00
08/07/24	735726	Vendor Check	898 SCHOLARSHIPS	800 Other Expenses	04485	IOWA STATE UNIVERSI	\$500.00
08/07/24	735742	Vendor Check	898 SCHOLARSHIPS	800 Other Expenses	F3485	UNIV OF MN-TWIN CIT	\$1,000.00
08/07/24	735743	Vendor Check	898 SCHOLARSHIPS	800 Other Expenses	F3485	UNIV OF MN-TWIN CIT	\$1,000.00
08/07/24	735744	Vendor Check	898 SCHOLARSHIPS	800 Other Expenses	F6331	UNIVERSITY OF CALIF	\$2,200.00
08/07/24	735745	Vendor Check	898 SCHOLARSHIPS	800 Other Expenses	F3363	UNIVERSITY OF NORTH	\$1,000.00
08/07/24	735747	Vendor Check	898 SCHOLARSHIPS	800 Other Expenses	55209	WASHINGTON UNIVERSI	\$1,000.00
08/07/24	V8008106	Vendor ACH	898 SCHOLARSHIPS	800 Other Expenses	50764	UNIVERSITY OF WISCO	\$2,000.00
08/14/24	735766	Vendor Check	898 SCHOLARSHIPS	800 Other Expenses	55211	GRAND CANYON UNIVER	\$1,000.00
08/14/24	735795	Vendor Check	898 SCHOLARSHIPS	800 Other Expenses	F2511	ST MARY'S UNIVERSIT	\$1,000.00
<b>800 Other Expenses Subtotal</b>							<b>\$17,636.13</b>
08/21/24	735853	Vendor Check	218 TRA	Payroll, Benefits, Investments, Etc.	A0559	TEACHER RETIREMENT	\$172.67
08/14/24	735784	Vendor Check	220 EMPLOYEE INSURANCE	Payroll, Benefits, Investments, Etc.	C0183	MN PEIP	\$136,000.72
08/14/24	V8008118	Vendor ACH	220 EMPLOYEE INSURANCE	Payroll, Benefits, Investments, Etc.	52811	BENEFIT EXTRAS INC	\$3,687.60
08/28/24	V8008292	Vendor ACH	220 EMPLOYEE INSURANCE	Payroll, Benefits, Investments, Etc.	54536	PAYDHEALTH	\$2,489.96
08/30/24	V1006414	Electronic Wire Transfer	220 EMPLOYEE INSURANCE	Payroll, Benefits, Investments, Etc.	54584	MEDIMPACT HEALTHCAR	\$112,493.87
08/30/24	V1006415	Electronic Wire Transfer	220 EMPLOYEE INSURANCE	Payroll, Benefits, Investments, Etc.	54208	UMR, INC	\$29,188.84
08/30/24	V1006413	Electronic Wire Transfer	235 DENTAL	Payroll, Benefits, Investments, Etc.	A0256	DELTA DENTAL PLAN	\$255,782.32
08/30/24	V1006416	Electronic Wire Transfer	251 EMPLOYER HLTH SAVINGS ACT	Payroll, Benefits, Investments, Etc.	50751	FURTHER	\$1,660.00
08/21/24	735849	Vendor Check	270 WORKERS COMPENSATION	Payroll, Benefits, Investments, Etc.	F3525	SFM	\$95,628.00

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08/21/24	735850	Vendor Check	270 WORKERS COMPENSATION	Payroll, Benefits, Investments, Etc.	F3525	SFM	\$22,112.00
08/05/24	V1006330	Electronic Wire Transfer	A101.01 CASH PAYROLL	Payroll, Benefits, Investments, Etc.	C0215	US BANK PR	\$1,740,953.68
08/20/24	V1006346	Electronic Wire Transfer	A101.01 CASH PAYROLL	Payroll, Benefits, Investments, Etc.	C0215	US BANK PR	\$2,415,740.90
08/30/24	V1006412	Electronic Wire Transfer	A104.00 INVESTMENTS	Payroll, Benefits, Investments, Etc.	00588	MSDLAF	\$1,233,612.84
08/07/24	735741	Vendor Check	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	09304	SUPREME SCHOOL SUPP	\$790.00
08/07/24	V8008063	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	00190	GRAINGER	\$289.44
08/07/24	V8008091	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	00355	SCHOOL HEALTH SUPPL	\$2,587.93
08/14/24	V8008136	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	00188	GOPHER SPORT	\$63.84
08/14/24	V8008176	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	00355	SCHOOL HEALTH SUPPL	\$737.50
08/20/24	V1006390	Electronic Wire Transfer	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	PC009	US BANK CARD PURCHB	\$235.25
08/20/24	V1006393	Electronic Wire Transfer	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	PC006	US BANK CARD PURCHO	\$6,533.06
08/21/24	V8008222	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	06538	LAKESHORE LEARNING	\$671.58
08/28/24	735891	Vendor Check	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	53270	ODP BUSINESS SOLUTI	\$27,711.60
08/28/24	V8008298	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	00355	SCHOOL HEALTH SUPPL	\$433.26
08/28/24	V8008299	Vendor ACH	A130.00 INVENTORY - SUPPLIES	Payroll, Benefits, Investments, Etc.	52245	SCHOOL SPECIALTY LL	\$4,368.63
08/07/24	V8008092	Vendor ACH	A130.05 INVENTORY - CAPITAL	Payroll, Benefits, Investments, Etc.	52245	SCHOOL SPECIALTY LL	\$1,092.30
08/07/24	P405615	Epayable	A130.81 INVENTORY - CUSTODIAL	Payroll, Benefits, Investments, Etc.	53182	HIRSHFIELD'S	\$3,715.50
08/20/24	V1006390	Electronic Wire Transfer	A130.81 INVENTORY - CUSTODIAL	Payroll, Benefits, Investments, Etc.	PC009	US BANK CARD PURCHB	\$43,565.18
08/05/24	V1006320	Electronic Wire Transfer	L215.01 FED TAX	Payroll, Benefits, Investments, Etc.	17644	INTERNAL REVENUE SE	\$199,289.93
08/20/24	V1006336	Electronic Wire Transfer	L215.01 FED TAX	Payroll, Benefits, Investments, Etc.	17644	INTERNAL REVENUE SE	\$312,940.56
08/05/24	V1006326	Electronic Wire Transfer	L215.02 MN ST TAX	Payroll, Benefits, Investments, Etc.	A0040	MN DEPT OF REVENUE	\$98,478.24
08/20/24	V1006342	Electronic Wire Transfer	L215.02 MN ST TAX	Payroll, Benefits, Investments, Etc.	A0040	MN DEPT OF REVENUE	\$146,686.23
08/05/24	V1006320	Electronic Wire Transfer	L215.03 FICA	Payroll, Benefits, Investments, Etc.	17644	INTERNAL REVENUE SE	\$380,840.54
08/20/24	V1006336	Electronic Wire Transfer	L215.03 FICA	Payroll, Benefits, Investments, Etc.	17644	INTERNAL REVENUE SE	\$529,925.26
08/05/24	V1006329	Electronic Wire Transfer	L215.04 TRA	Payroll, Benefits, Investments, Etc.	A0559	TEACHER RETIREMENT	\$140,248.84
08/20/24	V1006345	Electronic Wire Transfer	L215.04 TRA	Payroll, Benefits, Investments, Etc.	A0559	TEACHER RETIREMENT	\$250,920.87
08/05/24	V1006328	Electronic Wire Transfer	L215.05 PERA	Payroll, Benefits, Investments, Etc.	A2972	PUBLIC EMPLOYEES RE	\$215,499.76
08/20/24	V1006344	Electronic Wire Transfer	L215.05 PERA	Payroll, Benefits, Investments, Etc.	A2972	PUBLIC EMPLOYEES RE	\$254,496.75
08/14/24	735784	Vendor Check	L215.06 HEALTH INS EMO	Payroll, Benefits, Investments, Etc.	C0183	MN PEIP	\$2,570,620.16
08/05/24	V1006319	Electronic Wire Transfer	L215.07 TSA	Payroll, Benefits, Investments, Etc.	C0060	GREAT-WEST LIFE & A	\$9,515.67
08/05/24	V1006323	Electronic Wire Transfer	L215.07 TSA	Payroll, Benefits, Investments, Etc.	17645	MET LIFE C/O FASCOR	\$89,307.25
08/20/24	V1006335	Electronic Wire Transfer	L215.07 TSA	Payroll, Benefits, Investments, Etc.	C0060	GREAT-WEST LIFE & A	\$11,165.96
08/20/24	V1006339	Electronic Wire Transfer	L215.07 TSA	Payroll, Benefits, Investments, Etc.	17645	MET LIFE C/O FASCOR	\$98,701.31
08/05/24	V1006322	Electronic Wire Transfer	L215.08 HEALTH INSURANCE	Payroll, Benefits, Investments, Etc.	C0201	ISD 279 - SELF INS	\$244,679.95
08/20/24	V1006338	Electronic Wire Transfer	L215.08 HEALTH INSURANCE	Payroll, Benefits, Investments, Etc.	C0201	ISD 279 - SELF INS	\$262,985.10
08/05/24	735710	Vendor Check	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0038	MN TEAMSTERS - LOCA	\$9,246.00
08/05/24	735711	Vendor Check	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0218	NATIONAL DRIVE	\$20.00
08/05/24	735712	Vendor Check	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0192	OSSEO PRINCIPALS AS	\$294.00
08/20/24	735804	Vendor Check	L215.09 UNION DUES	Payroll, Benefits, Investments, Etc.	C0192	OSSEO PRINCIPALS AS	\$336.00
08/21/24	735834	Vendor Check	L215.11 LIFE INS	Payroll, Benefits, Investments, Etc.	51592	MADISON NATIONAL LI	\$24,820.68
08/21/24	735834	Vendor Check	L215.12 LTD INS	Payroll, Benefits, Investments, Etc.	51592	MADISON NATIONAL LI	\$89,242.91
08/05/24	V1006321	Electronic Wire Transfer	L215.16 DENTAL INS	Payroll, Benefits, Investments, Etc.	C0202	ISD 279 - SELF INS	\$16,136.91

CHECK DATE	CHECK #	PAYMENT TYPE	ACCOUNT DESCRIPTION	SUB ACCOUNT	VENDOR #	VENDOR NAME	AMOUNT
08/20/24	V1006337	Electronic Wire Transfer	L215.16 DENTAL INS	Payroll, Benefits, Investments, Etc.	C0202	ISD 279 - SELF INS	\$18,232.61
08/05/24	735713	Vendor Check	L215.19 MISC	Payroll, Benefits, Investments, Etc.	C0037	UNITED WAY OF MPLS	\$62.00
08/05/24	V8008043	Vendor ACH	L215.19 MISC	Payroll, Benefits, Investments, Etc.	C0055	TWO SEVENTY NINE FO	\$492.00
08/20/24	735805	Vendor Check	L215.19 MISC	Payroll, Benefits, Investments, Etc.	C0037	UNITED WAY OF MPLS	\$85.00
08/20/24	V8008187	Vendor ACH	L215.19 MISC	Payroll, Benefits, Investments, Etc.	C0055	TWO SEVENTY NINE FO	\$562.00
08/05/24	V1006324	Electronic Wire Transfer	L215.20 H.S.A. CONTRIBUTIONS	Payroll, Benefits, Investments, Etc.	50751	FURTHER	\$75,769.14
08/20/24	V1006340	Electronic Wire Transfer	L215.20 H.S.A. CONTRIBUTIONS	Payroll, Benefits, Investments, Etc.	50751	FURTHER	\$112,796.78
08/05/24	735709	Vendor Check	L215.21 GARNISHMENTS	Payroll, Benefits, Investments, Etc.	C0072	MESSERLI & KRAMER P	\$553.67
08/05/24	V1006327	Electronic Wire Transfer	L215.21 GARNISHMENTS	Payroll, Benefits, Investments, Etc.	C0059	MN DEPT OF REVENUE	\$1,219.47
08/20/24	735802	Vendor Check	L215.21 GARNISHMENTS	Payroll, Benefits, Investments, Etc.	C0072	MESSERLI & KRAMER P	\$451.61
08/20/24	735803	Vendor Check	L215.21 GARNISHMENTS	Payroll, Benefits, Investments, Etc.	C0072	MESSERLI & KRAMER P	\$553.67
08/20/24	V1006343	Electronic Wire Transfer	L215.21 GARNISHMENTS	Payroll, Benefits, Investments, Etc.	C0059	MN DEPT OF REVENUE	\$649.09
08/05/24	V1006325	Electronic Wire Transfer	L215.22 CHILD SUPPORT	Payroll, Benefits, Investments, Etc.	C0043	MN CHILD SUPPORT	\$381.70
08/20/24	V1006341	Electronic Wire Transfer	L215.22 CHILD SUPPORT	Payroll, Benefits, Investments, Etc.	C0043	MN CHILD SUPPORT	\$728.70
08/30/24	V1006416	Electronic Wire Transfer	L215.23 FLEXIBLE SPENDING	Payroll, Benefits, Investments, Etc.	50751	FURTHER	\$55,812.45
08/05/24	735706	Vendor Check	L215.24 BACKGROUND CHECK	Payroll, Benefits, Investments, Etc.	C0204	ISD 279 - BACKGROUN	\$5.00
08/05/24	735707	Vendor Check	L215.24 BACKGROUND CHECK	Payroll, Benefits, Investments, Etc.	C0210	ISD 279 - KS BACKGR	\$61.00
08/05/24	735708	Vendor Check	L215.24 BACKGROUND CHECK	Payroll, Benefits, Investments, Etc.	C0216	ISD279 - SCH LUNCH	\$2.20
08/20/24	735800	Vendor Check	L215.24 BACKGROUND CHECK	Payroll, Benefits, Investments, Etc.	C0210	ISD 279 - KS BACKGR	\$92.00
08/20/24	735801	Vendor Check	L215.24 BACKGROUND CHECK	Payroll, Benefits, Investments, Etc.	C0216	ISD279 - SCH LUNCH	\$16.70
08/07/24	735729	Vendor Check	L230.00 DEFERRED REVENUE	Payroll, Benefits, Investments, Etc.	55210	KASTER, NICHOLAS	\$99.80
08/14/24	735758	Vendor Check	L230.00 DEFERRED REVENUE	Payroll, Benefits, Investments, Etc.	55217	CRUNK, TERRY	\$80.25
08/14/24	735799	Vendor Check	L230.00 DEFERRED REVENUE	Payroll, Benefits, Investments, Etc.	55218	ZILLMER, SARAH	\$3.50
08/28/24	735871	Vendor Check	L230.00 DEFERRED REVENUE	Payroll, Benefits, Investments, Etc.	55231	DYE, CAMILLE	\$11.00
08/28/24	735907	Vendor Check	L230.00 DEFERRED REVENUE	Payroll, Benefits, Investments, Etc.	55232	TRAN, KHANH	\$90.65
08/14/24	735785	Vendor Check	R040 TUITION	Payroll, Benefits, Investments, Etc.	55215	MUZEYN, ABDURAHMAN	\$294.00
08/14/24	735787	Vendor Check	R040 TUITION	Payroll, Benefits, Investments, Etc.	55212	PEREZ OSONO, LISBET	\$131.00
08/30/24	V1006412	Electronic Wire Transfer	R092 INTEREST ON INVESTMENTS	Payroll, Benefits, Investments, Etc.	00588	MSDLAF	\$189.54
08/07/24	735735	Vendor Check	R405 FEDERAL AIDS THROUGH OTH	Payroll, Benefits, Investments, Etc.	D8985	NORTHWEST SUBURBAN	\$90.00
				<b>Payroll, Benefits, Investments, Etc. Subtotal</b>			<b>\$12,368,233.88</b>
				<b>Overall Total</b>			<b>\$34,221,853.17</b>

TO: Kristen Swanson, Karen Venturella, Victoria Nagy  
CC: Sherri Lincoln  
FROM: Ashton Crooks  
DATE: 9/19/24  
**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.

<b>School</b>	<b>Osseo Area Learning Center</b>
<b>Sponsoring Organization</b>	<b>MAAP Stars Fall Leaders</b>
<b>Adult Advisors</b>	<b>Victoria Nagy</b>
<b>Destination</b>	<b>Long Prairie, MN</b>
<b>Departure Date</b>	<b>October 10, 2024</b>
<b>Return Date</b>	<b>October 11, 2024</b>
<b>Assistant Superintendent Approved</b>	<b>9/19/24</b>
<b>Board Approval Date</b>	Will be added to the <b>September 24, 2024</b> School Board Agenda for approval

TO: Sara Vernig, Joanne Neumann, David Casella, & Erik Bryz-Gornia

CC: Sherri Lincoln

FROM: Ashton Crooks

DATE: 9/19/24

**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.

<b>School</b>	<b>Osseo High School</b>
<b>Sponsoring Organization</b>	<b>Osseo EMS OEC Program</b>
<b>Adult Advisors</b>	<b>David Casella, &amp; Erik Bryz-Gornia</b>
<b>Destination</b>	<b>Amery, Wisconsin</b>
<b>Departure Date</b>	<b>October 24, 2024</b>
<b>Return Date</b>	<b>October 28, 2024</b>
<b>Assistant Superintendent Approved</b>	<b>9/19/24</b>
<b>Board Approval Date</b>	Will be added to the <b>September 24, 2024</b> School Board Agenda for approval

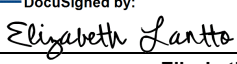
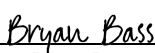
## GRANT AUTHORIZATION FORM

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:	24-25	Finance Code:	401
Grant Title:	Title I	Grant Manager:	Kari Vollrath
Type of Submission and Amount			
<input checked="" type="checkbox"/> New	Award Amount: \$	3,487,528.00	
<input type="checkbox"/> Amended	Existing Amount:		Amended Amount:

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and Wages	-	-	2,494,586	2,494,586.00
200 - Employee Benefits	-	-	874,959	874,959.00
300 - Purchased Services	-	-	5,136	5,136.00
400 - Supplies and Materials	-	-	62,058	62,058.00
500 - Capital Expenditures	-	-	-	-
Other Expenses	-	-	50,789	50,789.00
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,487,528</b>	<b>\$ 3,487,528.00</b>

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local/Other			-	-	-
State			-	-	-
Federal	MDE Award	01-100-216-401-400-000	-	3,336,723	3,336,723.00
Federal	MDE Award	01-100-216-401-400-011	-	150,805	150,805.00
<b>Totals</b>			<b>\$ -</b>	<b>\$ 3,487,528</b>	<b>\$ 3,487,528.00</b>

APPROVALS	
DocuSigned by:  Elizabeth Lantto - District Controller	9/17/2024 Date
Signed by:  Bryan Bass, Assistant Superintendent of Equity & Achievement	9/17/2024 Date
<b>Board Approved:</b>	

<b>Expenditure Budget Detail</b>				
The following are expenditures to be incurred under this grant.				
<b>Account Code</b>	<b>Description</b>	<b>Existing Amount</b>	<b>New/Amended Amount</b>	<b>Total Expenditure</b>
01-100-216-401-895-000	Fed. Indirect Cost Chargeback	-	7,016	7,016.00
01-100-216-401-895-011	Fed. Indirect Cost Chargeback	-	43,773	43,773.00
01-100-216-401-114-192	Instructional Administration	-	69,283	69,283.00
01-100-216-401-210-192	F.I.C.A.-Medicare	-	5,300	5,300.00
01-100-216-401-218-192	T.R.A.	-	6,062	6,062.00
01-100-216-401-220-192	Health Insurance	-	9,250	9,250.00
01-100-216-401-230-192	Life Insurance	-	61	61.00
01-100-216-401-235-192	Dental Insurance	-	168	168.00
01-100-216-401-240-192	Disability Insurance	-	333	333.00
01-100-216-401-250-192	Retirement Savings Plan	-	1,000	1,000.00
01-100-216-401-251-192	HSA	-	2,400	2,400.00
01-100-216-401-270-192	Workers Compensation	-	270	270.00
01-100-216-401-280-192	Unemployment Compensation	-	35	35.00
01-100-216-401-405-192	Non Instr. Software License Agreements	-	6,050	6,050.00
01-100-216-401-156-637	School Social Worker	-	61,022	61,022.00
01-100-216-401-210-637	F.I.C.A.-Medicare	-	4,668	4,668.00
01-100-216-401-218-637	T.R.A.	-	5,339	5,339.00
01-100-216-401-220-637	Health Insurance	-	16,264	16,264.00
01-100-216-401-230-637	Life Insurance	-	50	50.00
01-100-216-401-235-637	Dental Insurance	-	277	277.00
01-100-216-401-240-637	Disability Insurance	-	287	287.00
01-100-216-401-251-637	HSA	-	3,960	3,960.00
01-100-216-401-270-637	Workers Compensation	-	238	238.00
01-100-216-401-280-637	Unemployment Compensation	-	31	31.00
01-100-216-401-185-641	Other Salary Pmts - Licensed/Certified	-	59,672	59,672.00
01-100-216-401-186-641	Other Salary Pmts - NonLicensed/NonCertified	-	28,473	28,473.00
01-100-216-401-210-641	F.I.C.A.-Medicare	-	6,743	6,743.00
01-100-216-401-214-641	P.E.R.A.	-	2,135	2,135.00
01-100-216-401-218-641	T.R.A.	-	5,221	5,221.00
01-100-216-401-270-641	Workers Compensation	-	344	344.00
01-100-216-401-280-641	Unemployment Compensation	-	44	44.00
01-100-216-401-406-641	Instructional Software License Agreements	-	4,400	4,400.00
01-168-216-401-140-000	Licensed Classroom	-	88,341	88,341.00
01-168-216-401-210-000	F.I.C.A.-Medicare	-	6,758	6,758.00
01-168-216-401-218-000	T.R.A.	-	7,730	7,730.00
01-168-216-401-220-000	Health Insurance	-	13,393	13,393.00
01-168-216-401-230-000	Life Insurance	-	62	62.00
01-168-216-401-235-000	Dental Insurance	-	300	300.00
01-168-216-401-240-000	Disability Insurance	-	415	415.00
01-168-216-401-250-000	Retirement Savings Plan	-	1,104	1,104.00
01-168-216-401-251-000	HSA	-	2,730	2,730.00
01-168-216-401-270-000	Workers Compensation	-	345	345.00
01-168-216-401-280-000	Unemployment Compensation	-	44	44.00
01-168-216-401-401-638	Supplies & Material - NonInstructional	-	50	50.00
01-168-216-401-430-638	Supplies & Materials - Instructional	-	650	650.00
01-168-216-401-490-638	Food & Food from Warehouse	-	100	100.00
01-171-216-401-143-000	Classroom Support Licensed	-	88,341	88,341.00
01-171-216-401-156-000	School Social Worker	-	18,866	18,866.00
01-171-216-401-210-000	F.I.C.A.-Medicare	-	8,201	8,201.00
01-171-216-401-218-000	T.R.A.	-	9,381	9,381.00
01-171-216-401-220-000	Health Insurance	-	17,051	17,051.00
01-171-216-401-230-000	Life Insurance	-	74	74.00
01-171-216-401-235-000	Dental Insurance	-	368	368.00
01-171-216-401-240-000	Disability Insurance	-	504	504.00
01-171-216-401-250-000	Retirement Savings Plan	-	1,450	1,450.00
01-171-216-401-251-000	HSA	-	2,730	2,730.00

<b>Expenditure Budget Detail</b>				
The following are expenditures to be incurred under this grant.				
<b>Account Code</b>	<b>Description</b>	<b>Existing Amount</b>	<b>New/Amended Amount</b>	<b>Total Expenditure</b>
01-171-216-401-270-000	Workers Compensation	-	418	418.00
01-171-216-401-280-000	Unemployment Compensation	-	54	54.00
01-171-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	350	350.00
01-171-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	100	100.00
01-171-216-401-210-638	F.I.C.A.-Medicare	-	34	34.00
01-171-216-401-214-638	P.E.R.A.	-	8	8.00
01-171-216-401-218-638	T.R.A.	-	31	31.00
01-171-216-401-270-638	Workers Compensation	-	2	2.00
01-171-216-401-303-638	Federal Contract Under \$25,000	-	546	546.00
01-171-216-401-401-638	Supplies & Material - NonInstructional	-	150	150.00
01-171-216-401-430-638	Supplies & Materials - Instructional	-	1,820	1,820.00
01-171-216-401-490-638	Food & Food from Warehouse	-	2,727	2,727.00
01-171-216-401-140-667	Licensed Classroom	-	21,836	21,836.00
01-171-216-401-143-667	Classroom Support Licensed	-	121,019	121,019.00
01-171-216-401-210-667	F.I.C.A.-Medicare	-	10,928	10,928.00
01-171-216-401-218-667	T.R.A.	-	12,500	12,500.00
01-171-216-401-220-667	Health Insurance	-	15,091	15,091.00
01-171-216-401-230-667	Life Insurance	-	69	69.00
01-171-216-401-235-667	Dental Insurance	-	450	450.00
01-171-216-401-240-667	Disability Insurance	-	671	671.00
01-171-216-401-250-667	Retirement Savings Plan	-	346	346.00
01-171-216-401-251-667	HSA	-	5,472	5,472.00
01-171-216-401-270-667	Workers Compensation	-	557	557.00
01-171-216-401-280-667	Unemployment Compensation	-	71	71.00
01-172-216-401-140-000	Licensed Classroom	-	54,479	54,479.00
01-172-216-401-185-000	Other Salary Pmts - Licensed/Certified	-	5,563	5,563.00
01-172-216-401-186-000	Other Salary Pmts - NonLicensed/NonCertified	-	1,400	1,400.00
01-172-216-401-210-000	F.I.C.A.-Medicare	-	4,700	4,700.00
01-172-216-401-214-000	P.E.R.A.	-	105	105.00
01-172-216-401-218-000	T.R.A.	-	5,254	5,254.00
01-172-216-401-230-000	Life Insurance	-	61	61.00
01-172-216-401-240-000	Disability Insurance	-	256	256.00
01-172-216-401-270-000	Workers Compensation	-	240	240.00
01-172-216-401-280-000	Unemployment Compensation	-	30	30.00
01-172-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	250	250.00
01-172-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	100	100.00
01-172-216-401-210-638	F.I.C.A.-Medicare	-	27	27.00
01-172-216-401-214-638	P.E.R.A.	-	8	8.00
01-172-216-401-218-638	T.R.A.	-	22	22.00
01-172-216-401-270-638	Workers Compensation	-	1	1.00
01-172-216-401-401-638	Supplies & Material - NonInstructional	-	400	400.00
01-172-216-401-430-638	Supplies & Materials - Instructional	-	1,050	1,050.00
01-172-216-401-490-638	Food & Food from Warehouse	-	1,175	1,175.00
01-172-216-401-140-667	Licensed Classroom	-	8,329	8,329.00
01-172-216-401-143-667	Classroom Support Licensed	-	136,475	136,475.00
01-172-216-401-210-667	F.I.C.A.-Medicare	-	11,078	11,078.00
01-172-216-401-218-667	T.R.A.	-	12,670	12,670.00
01-172-216-401-220-667	Health Insurance	-	2,871	2,871.00
01-172-216-401-230-667	Life Insurance	-	82	82.00
01-172-216-401-235-667	Dental Insurance	-	118	118.00
01-172-216-401-240-667	Disability Insurance	-	681	681.00
01-172-216-401-250-667	Retirement Savings Plan	-	2,160	2,160.00
01-172-216-401-251-667	HSA	-	1,080	1,080.00
01-172-216-401-270-667	Workers Compensation	-	565	565.00
01-172-216-401-280-667	Unemployment Compensation	-	72	72.00
01-174-216-401-161-000	Certified ESPs and Personal Care Assistance	-	156,206	156,206.00

<b>Expenditure Budget Detail</b>				
The following are expenditures to be incurred under this grant.				
<b>Account Code</b>	<b>Description</b>	<b>Existing Amount</b>	<b>New/Amended Amount</b>	<b>Total Expenditure</b>
01-174-216-401-185-000	Other Salary Pmts - Licensed/Certified	-	7,363	7,363.00
01-174-216-401-186-000	Other Salary Pmts - NonLicensed/NonCertified	-	1,850	1,850.00
01-174-216-401-210-000	F.I.C.A.-Medicare	-	12,655	12,655.00
01-174-216-401-214-000	P.E.R.A.	-	11,854	11,854.00
01-174-216-401-218-000	T.R.A.	-	644	644.00
01-174-216-401-220-000	Health Insurance	-	22,068	22,068.00
01-174-216-401-230-000	Life Insurance	-	194	194.00
01-174-216-401-235-000	Dental Insurance	-	672	672.00
01-174-216-401-240-000	Disability Insurance	-	656	656.00
01-174-216-401-250-000	Retirement Savings Plan	-	1,920	1,920.00
01-174-216-401-251-000	HSA	-	2,400	2,400.00
01-174-216-401-270-000	Workers Compensation	-	645	645.00
01-174-216-401-280-000	Unemployment Compensation	-	83	83.00
01-174-216-401-406-000	Instructional Software License Agreements	-	14,777	14,777.00
01-174-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	330	330.00
01-174-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	74	74.00
01-174-216-401-210-638	F.I.C.A.-Medicare	-	30	30.00
01-174-216-401-214-638	P.E.R.A.	-	6	6.00
01-174-216-401-218-638	T.R.A.	-	29	29.00
01-174-216-401-270-638	Workers Compensation	-	2	2.00
01-174-216-401-303-638	Federal Contract Under \$25,000	-	1,000	1,000.00
01-174-216-401-401-638	Supplies & Material - NonInstructional	-	100	100.00
01-174-216-401-430-638	Supplies & Materials - Instructional	-	1,700	1,700.00
01-174-216-401-490-638	Food & Food from Warehouse	-	1,242	1,242.00
01-174-216-401-140-667	Licensed Classroom	-	21,836	21,836.00
01-174-216-401-143-667	Classroom Support Licensed	-	105,805	105,805.00
01-174-216-401-210-667	F.I.C.A.-Medicare	-	9,765	9,765.00
01-174-216-401-218-667	T.R.A.	-	11,169	11,169.00
01-174-216-401-220-667	Health Insurance	-	17,335	17,335.00
01-174-216-401-230-667	Life Insurance	-	86	86.00
01-174-216-401-235-667	Dental Insurance	-	367	367.00
01-174-216-401-240-667	Disability Insurance	-	600	600.00
01-174-216-401-250-667	Retirement Savings Plan	-	1,778	1,778.00
01-174-216-401-251-667	HSA	-	3,690	3,690.00
01-174-216-401-270-667	Workers Compensation	-	497	497.00
01-174-216-401-280-667	Unemployment Compensation	-	63	63.00
01-175-216-401-140-000	Licensed Classroom	-	62,627	62,627.00
01-175-216-401-143-000	Classroom Support Licensed	-	21,836	21,836.00
01-175-216-401-161-000	Certified ESPs and Personal Care Assistance	-	69,096	69,096.00
01-175-216-401-210-000	F.I.C.A.-Medicare	-	11,747	11,747.00
01-175-216-401-214-000	P.E.R.A.	-	5,182	5,182.00
01-175-216-401-218-000	T.R.A.	-	7,391	7,391.00
01-175-216-401-220-000	Health Insurance	-	35,212	35,212.00
01-175-216-401-230-000	Life Insurance	-	139	139.00
01-175-216-401-235-000	Dental Insurance	-	1,176	1,176.00
01-175-216-401-240-000	Disability Insurance	-	687	687.00
01-175-216-401-250-000	Retirement Savings Plan	-	896	896.00
01-175-216-401-251-000	HSA	-	6,545	6,545.00
01-175-216-401-270-000	Workers Compensation	-	599	599.00
01-175-216-401-280-000	Unemployment Compensation	-	77	77.00
01-175-216-401-430-000	Supplies & Materials - Instructional	-	5,137	5,137.00
01-175-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	1,150	1,150.00
01-175-216-401-210-638	F.I.C.A.-Medicare	-	88	88.00
01-175-216-401-218-638	T.R.A.	-	100	100.00
01-175-216-401-270-638	Workers Compensation	-	4	4.00
01-175-216-401-280-638	Unemployment Compensation	-	1	1.00

<b>Expenditure Budget Detail</b>				
The following are expenditures to be incurred under this grant.				
<b>Account Code</b>	<b>Description</b>	<b>Existing Amount</b>	<b>New/Amended Amount</b>	<b>Total Expenditure</b>
01-175-216-401-303-638	Federal Contract Under \$25,000	-	1,235	1,235.00
01-175-216-401-401-638	Supplies & Material - NonInstructional	-	100	100.00
01-175-216-401-490-638	Food & Food from Warehouse	-	1,761	1,761.00
01-175-216-401-140-667	Licensed Classroom	-	21,836	21,836.00
01-175-216-401-143-667	Classroom Support Licensed	-	121,735	121,735.00
01-175-216-401-210-667	F.I.C.A.-Medicare	-	10,983	10,983.00
01-175-216-401-218-667	T.R.A.	-	12,562	12,562.00
01-175-216-401-220-667	Health Insurance	-	11,124	11,124.00
01-175-216-401-230-667	Life Insurance	-	73	73.00
01-175-216-401-235-667	Dental Insurance	-	403	403.00
01-175-216-401-240-667	Disability Insurance	-	675	675.00
01-175-216-401-250-667	Retirement Savings Plan	-	2,074	2,074.00
01-175-216-401-251-667	HSA	-	960	960.00
01-175-216-401-270-667	Workers Compensation	-	560	560.00
01-175-216-401-280-667	Unemployment Compensation	-	72	72.00
01-178-216-401-140-000	Licensed Classroom	-	54,479	54,479.00
01-178-216-401-161-000	Certified ESPs and Personal Care Assistance	-	18,186	18,186.00
01-178-216-401-165-000	School Counselor	-	40,129	40,129.00
01-178-216-401-210-000	F.I.C.A.-Medicare	-	8,629	8,629.00
01-178-216-401-214-000	P.E.R.A.	-	1,364	1,364.00
01-178-216-401-218-000	T.R.A.	-	8,278	8,278.00
01-178-216-401-220-000	Health Insurance	-	10,479	10,479.00
01-178-216-401-230-000	Life Insurance	-	121	121.00
01-178-216-401-235-000	Dental Insurance	-	538	538.00
01-178-216-401-240-000	Disability Insurance	-	521	521.00
01-178-216-401-251-000	HSA	-	3,840	3,840.00
01-178-216-401-270-000	Workers Compensation	-	440	440.00
01-178-216-401-280-000	Unemployment Compensation	-	56	56.00
01-178-216-401-430-000	Supplies & Materials - Instructional	-	1,270	1,270.00
01-178-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	50	50.00
01-178-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	50	50.00
01-178-216-401-210-638	F.I.C.A.-Medicare	-	8	8.00
01-178-216-401-214-638	P.E.R.A.	-	4	4.00
01-178-216-401-218-638	T.R.A.	-	4	4.00
01-178-216-401-401-638	Supplies & Material - NonInstructional	-	100	100.00
01-178-216-401-430-638	Supplies & Materials - Instructional	-	1,800	1,800.00
01-178-216-401-490-638	Food & Food from Warehouse	-	3,720	3,720.00
01-178-216-401-143-667	Classroom Support Licensed	-	147,393	147,393.00
01-178-216-401-210-667	F.I.C.A.-Medicare	-	11,276	11,276.00
01-178-216-401-218-667	T.R.A.	-	12,897	12,897.00
01-178-216-401-220-667	Health Insurance	-	27,244	27,244.00
01-178-216-401-230-667	Life Insurance	-	9	9.00
01-178-216-401-235-667	Dental Insurance	-	504	504.00
01-178-216-401-240-667	Disability Insurance	-	693	693.00
01-178-216-401-250-667	Retirement Savings Plan	-	1,271	1,271.00
01-178-216-401-251-667	HSA	-	7,440	7,440.00
01-178-216-401-270-667	Workers Compensation	-	575	575.00
01-178-216-401-280-667	Unemployment Compensation	-	73	73.00
01-179-216-401-143-000	Classroom Support Licensed	-	37,383	37,383.00
01-179-216-401-161-000	Certified ESPs and Personal Care Assistance	-	42,343	42,343.00
01-179-216-401-210-000	F.I.C.A.-Medicare	-	6,099	6,099.00
01-179-216-401-214-000	P.E.R.A.	-	3,176	3,176.00
01-179-216-401-218-000	T.R.A.	-	3,271	3,271.00
01-179-216-401-220-000	Health Insurance	-	20,035	20,035.00
01-179-216-401-230-000	Life Insurance	-	113	113.00
01-179-216-401-235-000	Dental Insurance	-	655	655.00

<b>Expenditure Budget Detail</b>				
The following are expenditures to be incurred under this grant.				
<b>Account Code</b>	<b>Description</b>	<b>Existing Amount</b>	<b>New/Amended Amount</b>	<b>Total Expenditure</b>
01-179-216-401-240-000	Disability Insurance	-	354	354.00
01-179-216-401-250-000	Retirement Savings Plan	-	1,048	1,048.00
01-179-216-401-251-000	HSA	-	5,478	5,478.00
01-179-216-401-270-000	Workers Compensation	-	311	311.00
01-179-216-401-280-000	Unemployment Compensation	-	40	40.00
01-179-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	487	487.00
01-179-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	335	335.00
01-179-216-401-210-638	F.I.C.A.-Medicare	-	63	63.00
01-179-216-401-214-638	P.E.R.A.	-	68	68.00
01-179-216-401-270-638	Workers Compensation	-	3	3.00
01-179-216-401-360-638	Transportation-Public	-	735	735.00
01-179-216-401-401-638	Supplies & Material - NonInstructional	-	135	135.00
01-179-216-401-430-638	Supplies & Materials - Instructional	-	1,003	1,003.00
01-179-216-401-490-638	Food & Food from Warehouse	-	977	977.00
01-179-216-401-140-667	Licensed Classroom	-	15,286	15,286.00
01-179-216-401-143-667	Classroom Support Licensed	-	128,205	128,205.00
01-179-216-401-210-667	F.I.C.A.-Medicare	-	10,977	10,977.00
01-179-216-401-218-667	T.R.A.	-	12,556	12,556.00
01-179-216-401-220-667	Health Insurance	-	7,181	7,181.00
01-179-216-401-230-667	Life Insurance	-	12	12.00
01-179-216-401-235-667	Dental Insurance	-	336	336.00
01-179-216-401-240-667	Disability Insurance	-	674	674.00
01-179-216-401-250-667	Retirement Savings Plan	-	2,074	2,074.00
01-179-216-401-270-667	Workers Compensation	-	560	560.00
01-179-216-401-280-667	Unemployment Compensation	-	72	72.00
01-181-216-401-161-000	Certified ESPs and Personal Care Assistance	-	130,029	130,029.00
01-181-216-401-210-000	F.I.C.A.-Medicare	-	9,947	9,947.00
01-181-216-401-214-000	P.E.R.A.	-	9,752	9,752.00
01-181-216-401-220-000	Health Insurance	-	47,476	47,476.00
01-181-216-401-230-000	Life Insurance	-	216	216.00
01-181-216-401-235-000	Dental Insurance	-	1,316	1,316.00
01-181-216-401-240-000	Disability Insurance	-	546	546.00
01-181-216-401-250-000	Retirement Savings Plan	-	1,271	1,271.00
01-181-216-401-251-000	HSA	-	8,060	8,060.00
01-181-216-401-270-000	Workers Compensation	-	507	507.00
01-181-216-401-280-000	Unemployment Compensation	-	65	65.00
01-181-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	143	143.00
01-181-216-401-210-638	F.I.C.A.-Medicare	-	11	11.00
01-181-216-401-214-638	P.E.R.A.	-	11	11.00
01-181-216-401-270-638	Workers Compensation	-	1	1.00
01-181-216-401-401-638	Supplies & Material - NonInstructional	-	326	326.00
01-181-216-401-430-638	Supplies & Materials - Instructional	-	670	670.00
01-181-216-401-490-638	Food & Food from Warehouse	-	2,802	2,802.00
01-181-216-401-140-667	Licensed Classroom	-	8,329	8,329.00
01-181-216-401-143-667	Classroom Support Licensed	-	116,962	116,962.00
01-181-216-401-210-667	F.I.C.A.-Medicare	-	9,585	9,585.00
01-181-216-401-218-667	T.R.A.	-	10,963	10,963.00
01-181-216-401-220-667	Health Insurance	-	21,420	21,420.00
01-181-216-401-230-667	Life Insurance	-	67	67.00
01-181-216-401-235-667	Dental Insurance	-	437	437.00
01-181-216-401-240-667	Disability Insurance	-	589	589.00
01-181-216-401-251-667	HSA	-	1,200	1,200.00
01-181-216-401-270-667	Workers Compensation	-	488	488.00
01-181-216-401-280-667	Unemployment Compensation	-	62	62.00
01-386-216-401-140-000	Licensed Classroom	-	177,008	177,008.00
01-386-216-401-165-000	School Counselor	-	70,673	70,673.00

<b>Expenditure Budget Detail</b>				
The following are expenditures to be incurred under this grant.				
<b>Account Code</b>	<b>Description</b>	<b>Existing Amount</b>	<b>New/Amended Amount</b>	<b>Total Expenditure</b>
01-386-216-401-210-000	F.I.C.A.-Medicare	-	18,948	18,948.00
01-386-216-401-218-000	T.R.A.	-	21,672	21,672.00
01-386-216-401-220-000	Health Insurance	-	29,754	29,754.00
01-386-216-401-230-000	Life Insurance	-	199	199.00
01-386-216-401-235-000	Dental Insurance	-	844	844.00
01-386-216-401-240-000	Disability Insurance	-	1,164	1,164.00
01-386-216-401-250-000	Retirement Savings Plan	-	2,611	2,611.00
01-386-216-401-251-000	HSA	-	6,184	6,184.00
01-386-216-401-270-000	Workers Compensation	-	966	966.00
01-386-216-401-280-000	Unemployment Compensation	-	124	124.00
01-386-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	100	100.00
01-386-216-401-210-638	F.I.C.A.-Medicare	-	8	8.00
01-386-216-401-270-638	Workers Compensation	-	9	9.00
01-386-216-401-360-638	Transportation-Public	-	540	540.00
01-386-216-401-369-638	Entry Fees/Stu. Trav. All.	-	1,080	1,080.00
01-386-216-401-430-638	Supplies & Materials - Instructional	-	1,413	1,413.00
01-386-216-401-490-638	Food & Food from Warehouse	-	2,402	2,402.00
01-386-216-401-143-667	Classroom Support Licensed	-	95,126	95,126.00
01-386-216-401-210-667	F.I.C.A.-Medicare	-	7,277	7,277.00
01-386-216-401-218-667	T.R.A.	-	8,323	8,323.00
01-386-216-401-220-667	Health Insurance	-	12,331	12,331.00
01-386-216-401-230-667	Life Insurance	-	61	61.00
01-386-216-401-235-667	Dental Insurance	-	336	336.00
01-386-216-401-240-667	Disability Insurance	-	447	447.00
01-386-216-401-250-667	Retirement Savings Plan	-	1,728	1,728.00
01-386-216-401-251-667	HSA	-	4,800	4,800.00
01-386-216-401-270-667	Workers Compensation	-	371	371.00
01-386-216-401-280-667	Unemployment Compensation	-	48	48.00
01-702-216-401-143-000	Classroom Support Licensed	-	56,097	56,097.00
01-702-216-401-210-000	F.I.C.A.-Medicare	-	4,291	4,291.00
01-702-216-401-218-000	T.R.A.	-	4,908	4,908.00
01-702-216-401-220-000	Health Insurance	-	8,504	8,504.00
01-702-216-401-230-000	Life Insurance	-	39	39.00
01-702-216-401-235-000	Dental Insurance	-	191	191.00
01-702-216-401-240-000	Disability Insurance	-	264	264.00
01-702-216-401-250-000	Retirement Savings Plan	-	701	701.00
01-702-216-401-251-000	HSA	-	1,733	1,733.00
01-702-216-401-270-000	Workers Compensation	-	219	219.00
01-702-216-401-280-000	Unemployment Compensation	-	28	28.00
01-702-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	150	150.00
01-702-216-401-210-638	F.I.C.A.-Medicare	-	11	11.00
01-702-216-401-218-638	T.R.A.	-	13	13.00
01-702-216-401-270-638	Workers Compensation	-	1	1.00
01-702-216-401-401-638	Supplies & Material - NonInstructional	-	100	100.00
01-702-216-401-430-638	Supplies & Materials - Instructional	-	1,165	1,165.00
01-702-216-401-490-638	Food & Food from Warehouse	-	786	786.00
		-		-
		<b>\$</b>	<b>-</b>	<b>\$ 3,487,528</b>
			<b>\$</b>	<b>\$ 3,487,528.00</b>

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 2024-2025 school year are to be issued after July 1, 2024. Expenditures eligible for reimbursement for the 2024-2025 fiscal year are those dated July 1, 2024 or after, for which the goods/services and invoice have been received and processed by June 30, 2025.

\*IMPORTANT\* Purchase orders must be cancelled if delivery, invoicing and payment can not be completed by June 30, 2025. Purchase orders should contain notations to that effect. All requisitions must be submitted by the district's due date.

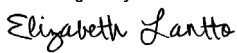
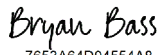
## GRANT AUTHORIZATION FORM

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>24-25</u>	Finance Code: <u>499</u>		
Grant Title: <u>Stronger Connections</u>	Grant Manager: <u>Jessica Nanti</u>		
Type of Submission and Amount			
<input checked="" type="checkbox"/> New	Award Amount: \$ <u>238,337.00</u>		
<input type="checkbox"/> Amended	Existing Amount: _____	Amended Amount: _____	

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and wages	-	-	52,277	52,277.00
200 - Employee Benefits	-	-	14,266	14,266.00
300 - Purchased Services	-	-	110,623	110,623.00
400 - Supplies and Materials	-	-	57,700	57,700.00
500 - Capital Expenditures	-	-	-	-
Other Expenses	-	-	3,471	3,471.00
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 238,337</b>	<b>\$ 238,337.00</b>

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local/Other			-	-	-
State			-	-	-
Federal	MDE Award	01-200-605-499-400-000	-	238,337	238,337.00
<b>Totals</b>			<b>\$ -</b>	<b>\$ 238,337</b>	<b>\$ 238,337.00</b>

APPROVALS			
DocuSigned by:  <small>CBE6834EC1B946C...</small>	<u>Elizabeth Lantto</u> Lantto - District Controller	<u>9/17/2024</u> Date	
 <small>7653A64D04554A8...</small>	<u>Bryan Bass</u> Assistant Superintendent of Equity & Achievement	<u>9/17/2024</u> Date	
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
01-200-605-499-110-000	Administration/Supervision	-	9,642	9,642.00
01-200-605-499-145-000	Substitute Teachers	-	10,000	10,000.00
01-200-605-499-175-000	Student Learning Advocate	-	21,935	21,935.00
01-200-605-499-185-000	Other Salary Pmts - Licensed/Certified	-	3,500	3,500.00
01-200-605-499-186-000	Other Salary Pmts - NonLicensed/NonCertified	-	7,200	7,200.00
01-200-605-499-210-000	F.I.C.A.-Medicare	-	4,000	4,000.00
01-200-605-499-214-000	P.E.R.A.	-	2,953	2,953.00
01-200-605-499-218-000	T.R.A.	-	1,181	1,181.00
01-200-605-499-220-000	Health Insurance	-	4,834	4,834.00
01-200-605-499-230-000	Life Insurance		49	49.00
01-200-605-499-235-000	Dental Insurance		168	168.00
01-200-605-499-240-000	Disability Insurance		148	148.00
01-200-605-499-250-000	Retirement Savings Plan	-	200	200.00
01-200-605-499-251-000	HSA		480	480.00
01-200-605-499-270-000	Workers Compensation		212	212.00
01-200-605-499-280-000	Unemployment Compensation		41	41.00
01-200-605-499-303-000	Federal Contract Under \$25,000	-	21,500	21,500.00
01-200-605-499-370-000	Rental-Land & Bldgs.		300	300.00
01-200-605-499-362-000	Transp.-Depart.		7,175	7,175.00
01-200-605-499-366-000	Business Travel	-	27,000	27,000.00
01-200-605-499-368-000	Fed. Reimbursed, Out-of-State Travel		27,848	27,848.00
01-200-605-499-369-000	Entry Fees/Stu. Trav. All.		26,800	26,800.00
01-200-605-499-401-000	Supplies & Material - NonInstructional		26,850	26,850.00
01-200-605-499-430-000	Supplies & Materials - Instructional	-	2,500	2,500.00
01-200-605-499-490-000	Food & Food from Warehouse	-	28,350	28,350.00
01-200-605-499-895-000	Fed. Indirect Cost Chargeback	-	3,471	3,471.00
<b>Total</b>		<b>\$</b>	<b>-</b>	<b>\$ 238,337</b>
			<b>\$</b>	<b>\$ 238,337.00</b>

**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 2024-2025 school year are to be issued after July 1, 2024. Expenditures eligible for reimbursement for the 2024-2025 fiscal year are those dated July 1, 2024 or after, for which the goods/services and invoice have been received and processed by June 30, 2025.  
  
\*IMPORTANT\* Purchase orders must be cancelled if delivery, invoicing and payment can not be completed by June 30, 2025. Purchase orders should contain notations to that effect. All requisitions must be submitted by the district's due date.

**Personnel – Tuesday, September 24, 2024****Licensed Personnel****Retirement**

Julie Richter, Willow Lane, Early Childhood Special Education, .8 FTE, employment date 12/12/05, effective 10/3/24

ADD Godfrey Edaferierhi, ESC, Coordinator Career and Technical Education, full-time, employment date 7/13/15, effective 9/18/24, currently on leave

**Resignations**

Kerri Abel, 279Online, Psychologist, .7 FTE, employment date 1/3/23, effective 9/13/24

Lawrence Coleman, ESC, Student Services Administrator, full-time, employment date 7/1/22, effective date 9/20/24

Kelly LaBelle-Lewis, ESC, Special Ed Building Coordinator, full-time, employment date 8/26/24, effective 8/30/24

Mark Otis, 279Online, Counselor, full-time, employment date 8/28/17, effective 9/12/24, currently on leave

Kristen Viscarra, Garden City, Counselor, part-time, .6 FTE, employment date 8/26/24, effective 9/13/24

ADD Gianna Wojtowicz, Willow Lane, ECSE Teacher, full-time, employment date 12/5/22, effective 10/4/24

**Leaves of Absence**

Amanda Carlson, Willow Lane, Early Childhood, full-time, effective 9/9/24

Leah Parenteau, Rice Lake, Grade 1, full-time, effective 9/16/24

Lana Park, Fernbrook, ATTPS Coach, full-time, effective 9/16/24

Vickie Penick, Park Center Senior, Speech, .2 FTE partial, effective 9/3/24

Allison Stapley, Northview Middle, Title I, full-time, effective 9/18/24

Natalie Wagener, Park Center Senior, Science, full-time, effective 8/29/24

ADD Matthew Caron, Maple Grove Senior, Music, full-time, effective 9/16/24

ADD Emily Grams, Park Center Senior, Academic Support, full-time, effective 9/19/24

**Returning from Leave**

Samuel Bostrom, Maple Grove Middle, Science, full-time, effective 9/16/24

**Employment**

Alexandra Anderson, Birch Grove, Grade 1, full-time, temporary, effective 9/3/24

Carly Dolan, Elm Creek, Special Education, full-time, temporary, effective 9/9/24

Bernadine Edwards, ABE, ABE Hourly, full-time, .825 FTE, effective 8/26/24

Kennedy Fisher, Edinbrook, Continuous Building Substitute, full-time, temporary, effective 9/9/24

Benjamin Gladen, Park Center Senior, Science, full-time, temporary, effective 8/29/24

Julia Hansen, Rice Lake, Grade 1, full-time, temporary, effective 9/16/24

Emma Holthus, Park Center, Continuous Building Substitute, full-time, temporary, effective 8/26/24

Sarah Larson, Cedar Island, Grade 4, full-time, effective 9/18/24

David Litt, North View Middle, Continuous Building Substitute, full-time, temporary, effective 8/26/24

Hannah Markve, Palmer Lake, Continuous Building Substitute, full-time, temporary, effective 8/26/24

Michelle Millard, North View Middle/Park Center Senior, Speech Language Pathologist, full-time, effective 9/16/24

Kristina Peterson, Garden City, Counselor, part-time, .6 FTE, effective 9/23/24

Christa Potter, Garden City, Grade 5, full-time, effective 8/26/24

Kenneth Rivera, Oak View, Behavior Intervention, full-time, effective 8/26/24

**Personnel – Tuesday, September 24, 2024***Employment, continued*

Brian Robertson, Rice Lake, Continuous Building Substitute, full-time, temporary, effective 9/9/24

Sarah Schmidt, Crest View, Continuous Building Substitute, full-time, temporary, effective 8/26/24

Catrina Solberg, Elm Creek, Grade 4, full-time, temporary, effective 8/26/24

Taitum Wright, Osseo Middle, Social Worker, part-time, .6 FTE, effective 9/5/24

ADD Grace Davis, Woodland, Continuous Building Substitute, full-time, temporary, effective 9/23/24

ADD Syeda Zehra, OALC, Science, .8 FTE, temporary, effective 9/23/24

**Change of Status**

Kerri Abel, 279Online/Park Center Senior, School Psychologist, full-time to 279Online, part-time .7 FTE, effective 8/26/24

Kelsey Baker, ARB-ECFE, Early Childhood Hourly to Early Childhood, full-time, effective 8/26/24

Kimberly Boursier, Woodland, Continuous Building Substitute, full-time, temporary to Zanewood, EL, full-time, effective 9/23/24

Rebecca Giammona, Fair Oaks, Instructional/Clerical/Special Ed ESP, part-time, to Continuous Building Substitute, full-time, effective 8/26/24

Heidi Mankey, ARB-ECFE, Early Childhood Family Education, full-time, .9 FTE to 1.0 FTE, effective 8/26/24

Linda Olson, Osseo Middle, Special Ed ESP, part-time to Special Education, full-time, temporary, effective 8/26/24

Eliana Reickard, Osseo Senior, Continuous Building Substitute, full-time, temporary to English, full-time, temporary, effective 8/26/24

Elizabeth Wellner, Birch Grove, Grade 1, full-time, temporary to Garden City, Grade 2, full-time, effective 8/26/24

**Position Ending**

Jane Hilbrands, ESC, Special Education, part-time, temporary, effective 6/7/24

**Nonlicensed Personnel****Retirements**

Gary Zahler, ESC, Bus ESP, part-time, employment date 11/13/23, effective 6/6/24

ADD Laura Daly, Osseo Senior, Special Ed ESP, part-time, employment date 3/11/03, effective 9/25/24

ADD Andrea Lilleberg, CBVAT, Special Ed/Vocational Trainer ESP, part-time, employment date 11/14/11, effective 10/4/24

**Resignations**

Jermaine Brown II, Osseo Senior, Student/Parking Monitor ESP, part-time, employment date 12/14/22, effective 6/6/24

Gideon Heroux, Maple Grove Senior, Student/Parking Monitor ESP, full-time, employment date 10/30/23, effective 6/6/24

Romesha Jones, Osseo Senior, Special Ed ESP, part-time, employment date 4/25/22, effective 6/6/24

Angelique King, Park Center Senior, Special Ed ESP, part-time, employment date 1/24/24, effective 6/6/24

Aprille Petrovia, Maple Grove Senior, Student and Parking Lot Monitor, full-time, employment date 9/3/24, effective 9/5/24

**Personnel – Tuesday, September 24, 2024***Resignations, continued*

Jeyda Raeker, Birch Grove, Instructional/Clerical ESP, full-time, employment date 11/14/22, effective 6/6/24

Elizabeth Rudolph, Birch Grove, Nutrition Assistant, part-time, employment date 10/10/23, effective 6/6/24

Russell Richards, ESC, Info Tech ESP, part-time, employment date 7/17/23, effective 6/6/24

Dwija Vyas, Elm Creek, Kidstop ESP, part-time, employment date 8/26/24, effective date 8/26/24

Tyesha Wallace, Edinbrook, Special Ed ESP, part-time, employment date 1/5/23, effective 6/6/24

Hailey Yang, Weaver Lake, Kidstop ESP, part-time, employment date 5/1/24, effective 6/6/24

ADD Dennis Bothun, Park Center Senior, Custodian, full-time, employment date 6/15/2, effective 9/18/24

**Leaves of Absence**

Douglas Bachmann, Rice Lake, Custodian, full-time, effective 9/16/24

David Bakke, ESC, Warehouse Custodian, full-time, effective 9/16/24

Cynthia Christensen, Elm Creek, School Nutrition Manager, full-time, effective 9/6/24

Tracy Dumbauld, Basswood, School Nutrition Assistant, part-time, effective 9/3/24

Aya Megahed, Park Center Senior, School Nutrition Assistant, part-time, effective 9/3/24

Keonna Moses, Community Education, Community Education Manager, full-time, effective 8/30/24

Felicia Phillips, Garden City, Special Education ESP, part-time, effective 9/3/24

Amy Titus, Parkbrook, AESP, full-time, effective 9/30/24

Jessical Weaver, Weaver Lake, AESP, full-time, effective 9/17/24

Thomas Weckman, Fernbrook, Hall Monitor, part-time, effective 9/3/24

ADD Lisa Chang, ESC, Director, full-time, effective 9/10/24

ADD Carter Greene, ESC, Info Tech ESP, part-time, effective 9/16/24

ADD Gail Johnson, ESC, Transportation, AESP, full-time, effective 9/23/24

**Returning from Leave**

Tracy Dumbauld, Basswood, School Nutrition Assistant, part-time, effective 9/12/24

Megan McDonough, Osseo Senior High, AESP, full-time, effective 9/3/24

Gerald Roebuck, Park Center Senior, Special Education ESP, part-time, effective 9/3/24

Thomas Weckman, Fernbrook, Hall Monitor, part-time, effective 9/16/24

ADD Lisa Chang, ESC, Director, full-time, effective 9/23/24

ADD Ann Fauteck, Osseo Senior, EL ESP, part-time, effective 9/23/24

ADD Jacob Tiezen, Cedar Island, Kidstop Supervisor, full-time, effective 9/20/24

**Employment**

Zakkiyya Abdulwahid, Garden City, Instructional/Clerical ESP, part-time, effective 9/3/24

Nicole Anderson, North View Middle, Special Ed ESP, part-time, effective 9/3/24

Janine Atkinson, Weaver Lake, Special Ed ESP, part-time, effective 9/3/24

Tyler Audette, ESC, Info Tech ESP, part-time, effective 9/16/24

Jordan Baseman, Zanewood, Custodian, full-time, effective 9/5/24

Angela Batzlaff, Brooklyn Middle School, Nutrition Assistant, part-time, effective 9/3/24

Jennifer Beal, Weaver Lake, Nutrition Assistant, part-time, effective 9/3/24

Joshua Boerboom, Brooklyn Middle, Special Ed ESP, part-time, effective 9/3/24

Aakajiah Brewer, Brooklyn Middle, Special Ed ESP, part-time, effective 9/3/24

Mia Brewer-Law, Fair Oaks, Special Education ESP, part-time, effective 9/3/24

Tanya Bruneau, Edinbrook, Instructional/Clerical ESP, part-time, effective 9/3/24

Ana Paula Cabral de Faria Modolo, Osseo Middle, EL ESP, part-time, effective 9/3/24

Michael Caples, Maple Grove Senior, Nutrition Assistant, part-time, effective 9/3/24

Stephen Castleman, ESC/Rush Creek, Kidstop ESP, part-time, effective 8/26/24

**Personnel – Tuesday, September 24, 2024***Employment, continued*

- Jennifer Caudill, Rice Lake, Nutrition Assistant, part-time, effective 9/3/24  
 Kaliyah Centers, Basswood, Kidstop ESP, part-time, effective 9/3/24  
 Angela Chan, Woodland, Instructional/Clerical ESP, part-time, effective 9/3/24  
 Laura Christensen, Rush Creek, EL/Special Ed/Clerical ESP, part-time, effective 9/9/24  
 Gloria Cumbe, Park Center Senior, Nutrition Assistant, part-time, effective 9/3/24  
 Datron Davis, Fair Oaks, Special Ed ESP, part-time, effective 9/3/24  
 Jose Galvan-Garcia, ESC, Info Tech ESP, part-time, effective 9/19/24  
 Paul Giulan, OALC, Instructional ESP, part-time, effective 9/3/24  
 Jesus Gonzales Reyes, Garden City, Instructional ESP, part-time, effective 9/4/24  
 Corey Hines, Park Center Senior, Hall/Parking Monitor/Instructional ESP, part-time, effective 9/9/24  
 Emmanuelle Horvath, Crest View, Instructional/Clerical ESP, part-time, effective 9/3/24  
 Nigel Hoyt, Maple Grove Senior, Nutrition Assistant, part-time, effective 9/3/24  
 Gloria Johnson, Park Center Senior, Clerical ESP, part-time, effective 9/3/24  
 Jina Julik, Palmer Lake, EL/Special Ed/Clerical ESP, part-time, effective 9/3/24  
 Adam Larson, Osseo Senior, Special Ed ESP, part-time, effective 9/16/24  
 Madison Lindemoen, Rush Creek, Kidstop ESP, part-time, effective 9/9/24  
 Sofia Lisell, Maple Grove Middle, Special Ed ESP, part-time, effective 9/3/24  
 Ariana Lutz, Park Center Senior, Special Ed ESP, part-time, effective 9/3/24  
 Danielle Marsyla, Park Center Senior, Special Ed ESP, part-time, effective 9/3/24  
 Brian Miller, Brooklyn Middle, Special Ed ESP, part-time, effective 9/3/24  
 Melissa O'Brien, Edinbrook, Special Ed/Clerical/Instructional ESP, part-time, effective 9/3/24  
 Lena Olmschenk, Brooklyn Middle/Park Brook, Custodian, full-time, effective 9/16/24  
 Isabelle Olson, Palmer Lake, Instructional/Clerical ESP, part-time, effective 9/3/24  
 Aprille Petrovia, Maple Grove Senior, Student and Parking Lot Monitor, full-time, effective 9/3/24  
 Traveunta Poe, Edinbrook, Kidstop ESP, part-time, effective 9/18/24  
 Kemonte Powell, Edinbrook, Special Ed ESP, part-time, effective 9/13/24  
 Faline Rizner, Palmer Lake, Special Ed (Connect) ESP, part-time, effective 9/3/24  
 Brandon Roberson, Edinbrook, Kidstop ESP, part-time, effective 9/9/24  
 Carlos Sarzosa Romero, Osseo Senior, Nutrition Assistant, part-time, effective 9/3/24  
 Jonathan Schwinck, Birch Grove, Instructional/Clerical ESP, part-time, effective 9/16/24  
 Emily Sillah, ESC, Kidstop ESP, part-time, effective 9/10/24  
 Sabrina Sims, Edinbrook, Instructional/Clerical ESP, part-time, effective 9/3/24  
 Regina Smith, Garden City, Special Ed ESP, part-time, effective 9/9/24  
 Ruby Stately, ESC, Equity Specialist, full-time, effective 8/26/24  
 Ashley Stovall, Maple Grove Middle, Special Ed ESP, part-time, effective 9/3/24  
 Benjamin Tommerdahl, Maple Grove Senior, Special Ed ESP, part-time, effective 9/16/24  
 Russicha Watkins, Park Center Senior, Special Ed ESP, part-time, effective 9/9/24  
 Colby Weckerling, Fernbrook, Special Ed ESP, part-time, effective 9/3/24  
 William Xiong, Osseo Middle, Special Ed ESP, part-time, effective 9/9/24  
 ADD Correction: Concordia Dacasin, Maple Grove Senior, Nutrition Assistant, part-time, effective 9/17/24, original board date 8/24/24  
 ADD Joann Dias Alberto, Birch Grove, Nutrition Assistant, part-time, effective 9/23/24  
 ADD Tiffany Eininger, Weaver Lake, Special Ed/Clerical ESP, part-time, effective 10/14/24  
 ADD Andrea Hevern, Birch Grove, Instructional/Clerical ESP, part-time, effective 9/20/24  
 ADD Ayana Hicks, Edinbrook, Special Ed/Instructional/Clerical ESP, part-time, effective 9/23/24  
 ADD Matthew Korsmo, ESC, Security and Emergency Management Specialist, full-time, effective 10/7/24  
 ADD Alexie Pryd, Oak View, Kidstop ESP, part-time, effective 9/25/24

**Personnel – Tuesday, September 24, 2024***Employment, continued*

- ADD Kamlawattie Shiwprasad, Maple Grove Senior, Nutrition Assistant, part-time, effective 9/23/24  
ADD Jordan Sims, Rice Lake, Kidstop ESP, part-time, effective 9/23/24  
ADD Edali Terrones Martinez, ESC, Multilingual Community and Communication Specialist, full-time, effective 9/23/24

**Change of Status**

- Ashton Crooks, ESC, AESP-V-B, to Executive Specialist to the Superintendent of Schools, full-time, effective 9/9/24  
Carter Greene, ESC, Info Tech ESP, part-time to ESC, Technical Support Specialist II, full-time, temporary, effective 9/16/24  
Lindsey Lamb, Osseo Middle, AESP II-A, full-time to Maple Grove Middle, Special Ed ESP, part-time, effective 9/9/24  
Karla Ruhr, Basswood, Clerical ESP, full-time to AESP IV-A, full-time, effective 8/26/24  
Ty'Neijah Williams, Osseo Senior High, Social Worker, full-time to Instructional ESP, full-time, effective 9/10/24  
ADD Kimberly Olson, ESC AESP 5-B to Accounting Specialist, full-time, effective 9/19/24

**Termination**

Karen Carlson, ARB-ECFE, ECFE ESP, part-time, employment date 11/16/15, effective 6/10/24

**Rescind**

Chandra Baviera, Maple Grove Senior, Special Ed ESP, part-time, effective 9/23/24  
Shaikyiah Henry, Edinbrook, Kidstop ESP, part-time, effective 8/26/24  
Tanyasha Scott, Osseo Senior, Special Ed ESP, part-time, effective 9/3/24

**Death**

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

- ADD Porsche Bones Dumas, Zanewood, Special Ed/Title 1/Instructional/Clerical ESP, part-time, employment date 9/3/24, date of death 9/8/24

**TO:** Dr. Kim Hiel, Superintendent  
**FROM:** John Morstad, Executive Director of Finance and Operations  
Kelly Benusa, Director of Business Services  
**SUBJECT:** Approval of General Liability Insurance Carriers  
**DATE:** September 24, 2024

### **Recommendation**

We recommend Employers Mutual Insurance Company (EMC) remain as the District's general liability insurance carrier for the policy period October 1, 2024, to September 30, 2025. Our current policies with EMC expire September 30, 2024. The combined proposal from EMC is a proposed rate increase of 13% for a total annual premium of \$377,427.

### **Background**

Key factors in the decision-making process included: coverage and customer service. This is the district's fourth year with this program structure. Because the market for public schools is relatively narrow, the district seeks to retain insurance company relationships for at least three policy years if premium increases are not a factor.

Pricing has been driven by Osseo's claims in recent years. Overall, school districts are experiencing 10% to 15% increases, with the market requiring higher rate increases with school districts that have claims. Osseo's renewal has increase due to the number and frequency of claims that have been incurred the past three years. In the area of Educators' Legal Liability insurance, EMC has non-renewed this coverage. Osseo will be obtaining coverage through Greenwich Insurance Company with an increased deductible of \$100,000. For Osseo, the current insurance market and claims has put a strain on pricing, limits, deductible, and coverage terms.

The change in premium will be reviewed and included in the midyear budget adjustments as needed for FY 2025.

We have taken an enhanced approach to claims management, while working collaboratively to remain focused on delivering a quality general liability and property insurance program. This enhanced approach includes closely monitoring claims activity and potential risk areas to guard against potential liabilities. We will continue to evaluate our other lines of insurance to identify additional potential savings for the district.

Independent School District 279  
Osseo Area Schools

**CONTRACT FOR SERVICES**  
2024-2025 School Year

This contract is by and between Independent School District 279, Osseo Area Schools (herein after referred to as the DISTRICT) and Blazerworks, LLC (herein after referred to as CONTRACTOR), for nursing services.

Now therefore, the parties agree as follows:

1. The term of the Contract is 8/22/2024 through 6/9/2025.
2. Independent Contractor:
  - a. CONTRACTOR is an independent contractor and shall in no sense be considered an employee or agent of the DISTRICT;
  - b. Nothing in this Contract shall be construed to imply a joint venture partnership, or principal-agent relationship between the parties. Neither party shall have any right, power or authority to act or create any obligation on behalf of the other party.
3. The CONTRACTOR shall:
  - a. Provide Registered Nurse (RN) and Licensed Practical Nurse (LPN) staff to fill in for staff vacancy within the DISTRICT;
  - b. Keep accurate records of the actual time expended in performing the services hereunder. Invoices shall show the actual time expended by CONTRACTOR;
  - c. Agree to abide by the provisions of the Standard Assurances attached hereto as Attachment A;
  - d. Submit invoices to the District Contract Monitor for approval prior to payment.
4. The DISTRICT shall:
  - a. Compensate CONTRACTOR at the rate of \$85 per hour for RNs and \$70 per hour for LPNs; total financial expenditure for the life of this contract shall not exceed \$425,000.00.
  - b. Make payments within thirty days after CONTRACTOR's presentation of invoice for services performed to the satisfaction of the Superintendent or Authorized Agent;
  - c. Reserve the right to cancel scheduled staff on the day scheduled without financial obligation, in the event of an emergency such as weather-related school closing.
5. Performance Warranties.

CONTRACTOR warrants that it has the knowledge, expertise and resources to furnish the Services described herein and that the Services will be furnished in a manner consistent with industry standards.
6. Conditions of payment:
  - a. All services provided under this Contract shall be performed to the satisfaction of the Superintendent of Schools or his authorized agent and no payment shall be made for any portion of services not performed in a satisfactory manner;
  - b. No payment shall be made under this Contract for any services performed in a manner contrary to any provision contained herein or a manner inconsistent with federal, state or local law, rule or regulation;
7. Cancellation.

This Contract may be canceled by the DISTRICT or CONTRACTOR at any time, with or without cause upon thirty days' notice to the other party. In the event of such cancellation, CONTRACTOR shall be entitled to any payment due, determined on a pro rata basis, for work or services satisfactorily performed up to the time of the notice of cancellation. CONTRACTOR shall cease to perform services under this Contract upon receipt of notice of cancellation from the DISTRICT.

Independent School District 279  
Osseo Area Schools

8. Indemnification and Insurance.

Unless waived by the DISTRICT in writing, the following provisions apply. The DISTRICT may waive any of the provisions in this paragraph only in cases where CONTRACTOR provides services of a limited nature such as a one-time workshop or training.

- a. Except as provided otherwise expressly in writing, CONTRACTOR and the DISTRICT each shall be responsible for its own legal representation and costs;
- b. CONTRACTOR agrees to indemnify the DISTRICT and its agents against any and all claims or other forms of liability arising out of CONTRACTOR's acts or omissions in the performance of services to the DISTRICT or the DISTRICT's students or staff;
- c. CONTRACTOR shall at its own expense maintain comprehensive general liability insurance covering claims that arise out of its acts and operations in providing services under this Contract. At a minimum, CONTRACTOR shall provide insurance coverage at limits established for a municipal corporation by Minn. Stat. § 466.04, subd. 1. The CONTRACTOR's coverage must include Director's and Officer's Errors and Omissions coverage and workers' compensation coverage. If the CONTRACTOR provides professional services, it shall include professional liability coverage as a part of its general liability coverage. If the CONTRACTOR provides transportation services, CONTRACTOR must provide automobile coverage as part of its general liability coverage;
- d. CONTRACTOR shall provide a Certificate of Insurance evidencing the required coverage if it is requested by the DISTRICT;
- e. If CONTRACTOR provides services to students directly without supervision by licensed District staff, CONTRACTOR shall administer criminal background checks and provide to the DISTRICT records of any conviction of a crime listed in Minn. Stat. § 299C.61, subd. 4.

9. Assignment and Subcontracting.

CONTRACTOR shall neither assign nor transfer any rights or obligations under this Contract without the prior written consent of the DISTRICT.

CONTRACTOR, by signing, warrants that s/he has reviewed and agrees to all terms incorporated in this Contract and is authorized by law to execute this Contract, intending to be legally bound thereon.

APPROVED:

ISD 279/Osseo Area Schools  
Educational Service Center  
11200 93<sup>rd</sup> Avenue North  
Maple Grove, MN 55369

\_\_\_\_\_  
John Morstad  
Executive Director, Finance and Operations

\_\_\_\_\_  
Date

**BlazerWorks LLC**



**Blake Christy**

Division Director  
September 20, 2024 15:54 UTC  
IP: 38.142.130.219

**ATTACHMENT A**

**RECORDS DISCLOSURE AND RETENTION**

CONTRACTOR's books, records, documents, papers, accounting procedures and practices, and other evidence relevant to this Contract are subject to the examination, duplication, transcriptions and audit by the Osseo Area Schools and the Minnesota State Auditor, in accordance with Minn. Stat. § 16C.05, subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. CONTRACTOR agrees to maintain such evidences for a period of six (6) years from the date services or payment were last provided or made or longer is any audit in progress requires a longer retention period.

**DATA PRACTICES COMPLIANCE**

CONTRACTOR shall administer any information classified by the Minnesota Government Data Practices Act, Minn. Stat. ch.13, as private data on individuals as if CONTRACTOR were a government entity. CONTRACTOR is subject to the remedies provided individual data subjects in Minn. Stat. 13.08.

**NON-DISCRIMINATION**

During the performance of this Contract, CONTRACTOR shall not unlawfully discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, national origin, disability, age, marital status, public assistance status or citizenship status. CONTRACTOR will take affirmative action to ensure that applicants are employed and that employees are treated during employment without unlawful discrimination. Such action shall include, but not be limited to the following: hiring, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. If required to do so, CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices that set forth the provisions of this nondiscrimination clause.

This Contract may be canceled or terminated by the ISD 279, Osseo Area Schools and all money due or to become due may be forfeited in accordance with Minn. Stat. § 181.59 upon a second violation of this provision by CONTRACTOR.

OSSEO AREA SCHOOLS

ISD  279

# Action Item: 2024 Pay 2025 Preliminary Tax Levy

School Board Meeting, September 24, 2024

# Initial levy limitation certification approval is required by state

- ▶ Deadline is September 30
- ▶ Provides information to Hennepin County Auditor for proposed tax statements
- ▶ Final levy certification takes place in December

# Minnesota Department of Education calculates the levy

- ▶ Fall 2024 approval is:
  - for property taxes collected in 2025
  - the basis for property tax revenue in the FY 2026 Budget

# Comparison of proposed levy payable in 2025 with final payable 2024 levy

Fund	Preliminary Payable 2025 Levy (Maximum)	Final Payable 2024 Levy	\$ Change	% Change
General	105,531,344.36	120,143,259.10	(14,611,914.74)	-12.16%
Community Service	3,007,335.16	2,793,135.51	214,199.65	7.67%
Debt Service	33,303,563.44	18,633,338.57	14,670,224.87	78.73%
<b>TOTAL</b>	<b>141,842,242.96</b>	<b>141,569,733.18</b>	<b>272,509.78</b>	<b>0.19%</b>

# Four ways that levies generally change

- ▶ Changes in state law
- ▶ Pupil unit and population changes
- ▶ Market value/tax capacity changes
- ▶ Changes in expenditures

# Summary of Changes

	Preliminary Payable 2025 Levy (Maximum)	Final Payable 2024 Levy	\$ Change	% Change
<b>Total Levy</b>	141,842,242.96	141,569,733.18	272,509.78	0.19%
<b>Net Tax Capacity</b>	328,928,586	320,548,738	8,379,848	2.61%
<b>Referendum Market Value</b>	25,819,916,900	24,320,542,500	1,499,374,400	6.17%
<b>Adjusted Pupil Units</b>	23,018	22,948	70	0.31%
<b>Basic Formula</b>	7,465	7,281	184	2.53%

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# General Fund Changes

Levy Category	Preliminary Payable 2025 Levy (Maximum)	Final Payable 2024 Levy	\$ Change	% Change
<b>Referendum</b>	50,598,063.55	52,932,328.51	(2,334,264.96)	-4.4%
<b>Local Optional Revenue</b>	16,754,003.69	16,635,767.03	118,236.66	0.7%
<b>Equity</b>	1,973,756.83	1,200,822.97	772,933.86	64.4%
<b>Transition</b>	738,287.46	758,087.42	(19,799.96)	-2.6%
<b>Capital Projects Levy</b>	14,400,496.87	13,493,344.75	907,152.12	6.7%
<b>Operating Capital</b>	3,302,386.83	3,077,926.45	224,460.38	7.3%

# General Fund Changes

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# General Fund Changes

Levy Category	Preliminary Payable 2025 Levy (Maximum)	Final Payable 2024 Levy	\$ Change	% Change
Alternative Teacher Compensation	1,921,894.52	1,928,156.23	(6,261.71)	-0.3%
Achievement and Integration	1,557,235.58	1,548,593.61	8,641.97	0.6%
Reemployment Insurance	200,000.00	115,000.00	85,000.00	73.9%
Safe Schools	828,640.80	836,344.80	(7,704.00)	-0.9%
Safe Schools - Intermediate	345,267.00	348,477.00	(3,210.00)	-0.9%
Judgements	11,502.36	0.00	11,502.36	100.0%

# General Fund Changes

Levy Category	Preliminary Payable 2025 Levy (Maximum)	Final Payable 2024 Levy	\$ Change	% Change
Ice Arena	28,852.39	79,863.76	(51,011.37)	-63.9%
Career and Technical	813,840.28	808,301.10	5,539.18	0.7%
Long-Term Facilities Maintenance	8,700,011.35	23,617,949.39	(14,917,938.04)	-63.2%
Building Leases	3,321,220.25	3,436,294.74	(115,074.49)	-3.3%
Fac. and Equip. Bond Adjustment	(502,478.00)	(678,090.00)	175,612.00	-25.9%
Other General Adjustments	(356,859.82)	(159,334.63)	(197,525.19)	124.0%
Abatements	818,757.93	452,633.53	366,124.40	80.9%
<b>GENERAL FUND TOTALS</b>	<b>105,531,344.36</b>	<b>120,143,259.10</b>	<b>(14,611,914.74)</b>	<b>-12.2%</b>

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# Community Service Fund Changes

Levy Category	Preliminary Payable 2025 Levy (Maximum)	Final Payable 2024 Levy	\$ Change	% Change
<b>Community Education General</b>	1,084,806.48	1,154,071.46	(69,264.98)	-6.0%
<b>Early Childhood</b>	657,551.27	616,341.86	41,209.41	6.7%
<b>Home Visitation</b>	25,598.06	24,208.66	1,389.40	5.7%
<b>Adults with Disabilities</b>	17,433.21	18,465.14	(1,031.93)	100.0%
<b>School Age Care</b>	1,300,000.00	1,000,000.00	300,000.00	30.0%
<b>Prior Year Adjustments</b>	(102,764.24)	(33,599.73)	(69,164.51)	205.8%
<b>Abatements</b>	24,710.38	13,648.12	11,062.26	81.1%
<b>COMMUNITY SERVICE FUND TOTALS</b>	<b>3,007,335.16</b>	<b>2,793,135.51</b>	<b>214,199.65</b>	<b>7.7%</b>

# Community Service Fund Changes

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# Debt Service Fund Changes

Levy Category	Preliminary Payable 2025 Levy (Maximum)	Final Payable 2024 Levy	\$ Change	% Change
Regular Debt Service	34,092,906.44	19,861,682.08	14,231,224.36	71.7%
Reduction for Debt Excess	(808,956.68)	(1,231,379.50)	422,422.82	-34.3%
Prior Year Levy Adjustments/Abatements	19,613.68	3,036.29	16,577.39	546.0%
<b>DEBT SERVICE FUND TOTALS</b>	<b>33,303,563.44</b>	<b>18,633,338.57</b>	<b>14,670,224.87</b>	<b>78.7%</b>

# Debt Service Fund Changes

Levy Category	Preliminary Payable 2025 Levy (Maximum)	Final Payable 2024 Levy	\$ Change	% Change
Regular Debt Service	34,092,906.44	19,861,682.08	14,231,224.36	71.7%
Reduction for Debt Excess	(808,956.68)	(1,231,379.50)	422,422.82	-34.3%
Prior Year Levy Adjustments/Abatements	19,613.68	3,036.29	16,577.39	546.0%
<b>DEBT SERVICE FUND TOTALS</b>	<b>33,303,563.44</b>	<b>18,633,338.57</b>	<b>14,670,224.87</b>	<b>78.7%</b>

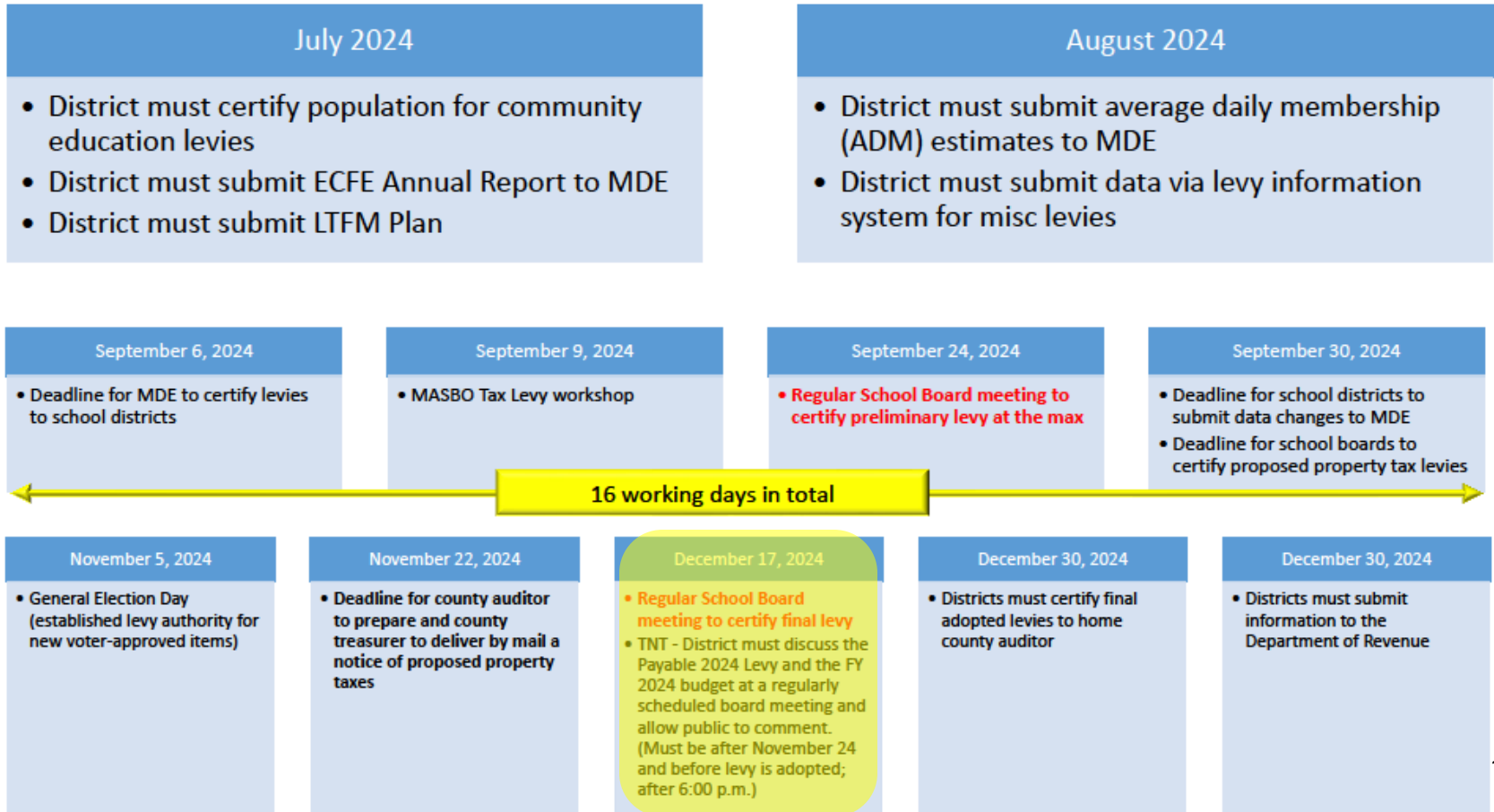
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# Comparison of proposed levy payable in 2024 with final payable 2023 levy

Fund	Preliminary Payable 2025 Levy (Maximum)	Final Payable 2024 Levy	\$ Change	% Change
General	105,531,344.36	120,143,259.10	(14,611,914.74)	-12.16%
Community Service	3,007,335.16	2,793,135.51	214,199.65	7.67%
Debt Service	33,303,563.44	18,633,338.57	14,670,224.87	78.73%
<b>TOTAL</b>	<b>141,842,242.96</b>	<b>141,569,733.18</b>	<b>272,509.78</b>	<b>0.19%</b>

## Levy Limitation and Certification Visual Timeline



OSSEO AREA SCHOOLS

ISD  279

# Action Item: 2024 Pay 2025 Preliminary Tax Levy

School Board Meeting, September 24, 2024

# PROPOSED LEVY PAYABLE IN 2025

Fund	Preliminary Payable 2025 Levy (Maximum)
General	105,531,344.36
Community Service	3,007,335.16
Debt Service	33,303,563.44
<b>TOTAL</b>	<b>141,842,242.96</b>

**Recommendation: Approve Preliminary 2024 Pay 2025 Levy at the Maximum**

**OSSEO PUBLIC SCHOOLS - DISTRICT 279**

**COMPARISON OF PRELIMINARY LEVY PAYABLE IN 2025  
WITH LEVY PAYABLE IN 2024**

<u>FUND</u>	<u>Maximum Allowable Preliminary Payable 2025</u>	<u>Final Payable 2024</u>	<u>Dollar Change Payable 2025 to 2024</u>	<u>Percent Change Payable 2025 to 2024</u>
General	\$ 105,531,344	\$ 120,143,259	\$ (14,611,915)	-12.2%
Community Service	\$ 3,007,335	\$ 2,793,136	\$ 214,200	7.7%
Debt Service	\$ 33,303,563	\$ 18,633,339	\$ 14,670,225	78.7%
<b>TOTAL</b>	<b>\$ 141,842,243</b>	<b>\$ 141,569,733</b>	<b>\$ 272,510</b>	<b>0.19%</b>

**OSSEO PUBLIC SCHOOLS - DISTRICT 279**  
**A DETAILED ANALYSIS OF THE PRELIMINARY LEVY BY FUND**

**GENERAL FUND**

		Maximum Allowable Preliminary Payable 2025	Final Payable 2024	Dollar Change Payable 2025 to 2024	Percent Change Payable 2025 to 2024
Referendum levy authority	* X	\$ 50,598,093.55	\$ 52,932,328.51	\$ (2,334,234.96)	-4.4%
Local optional	*	\$ 16,754,003.69	\$ 16,635,767.03	\$ 118,236.66	0.7%
Equity	*	\$ 1,973,756.83	\$ 1,200,822.97	\$ 772,933.86	64.4%
Transition	*	\$ 738,287.46	\$ 758,087.42	\$ (19,799.96)	-2.6%
Capital project referendum	x	\$ 14,400,496.87	\$ 13,493,344.75	\$ 907,152.12	6.7%
Operating capital	*	\$ 3,302,386.83	\$ 3,077,926.45	\$ 224,460.38	7.3%
Alternative teacher compensation (35% levy)	*	\$ 1,921,894.52	\$ 1,928,156.23	\$ (6,261.71)	-0.3%
Achievement and integration (30% levy)	*	\$ 1,557,235.58	\$ 1,548,593.61	\$ 8,641.97	0.6%
Reemployment insurance		\$ 200,000.00	\$ 115,000.00	\$ 85,000.00	73.9%
		\$ (8,572.28)	\$ (214,965.37)	\$ 206,393.09	-96.0%
Safe schools		\$ 828,640.80	\$ 836,344.80	\$ (7,704.00)	-0.9%
Safe schools intermediate		\$ 345,267.00	\$ 348,477.00	\$ (3,210.00)	-0.9%
Judgment		\$ 11,502.36	\$ -	\$ 11,502.36	#DIV/0!
Ice arena		\$ 28,852.39	\$ 79,863.76	\$ (51,011.37)	-63.9%
Career technical	*	\$ 813,840.28	\$ 808,301.10	\$ 5,539.18	0.7%
Long-term facilities - equalized	*	\$ 8,700,011.35	\$ 23,617,949.39	\$ (14,917,938.04)	-63.2%
FY 2025, 2024 & 2023 LTFM adjust	*	\$ (144,899.86)	\$ (42,138.76)	\$ (102,761.10)	-243.9%
Building leases & other capital		\$ 3,321,220.25	\$ 3,436,294.74	\$ (115,074.49)	-3.3%
Pay 21 Lease adjust		\$ (13,177.50)	\$ (91,682.37)	\$ 78,504.87	-85.6%
Facility and equipment bond adjust		\$ (502,478.00)	\$ (678,090.00)	\$ 175,612.00	25.9%
Prior Year Levy Adjustments		\$ (113,775.70)	\$ (99,755.69)	\$ (14,020.01)	-14%
Abatements	*	\$ 818,757.94	\$ 452,633.53	\$ 366,124.41	80.9%
<b>GENERAL FUND TOTALS</b>		<b>\$ 105,531,344.36</b>	<b>\$ 120,143,259.10</b>	<b>\$ (14,611,914.74)</b>	<b>-12.2%</b>

**Notes:**

- ! District must levy the maximum amount for this component
- x Voter-approved
- \* Equalized formula; underlevy could result in the loss of state aid

**OSSEO PUBLIC SCHOOLS - DISTRICT 279**  
**A DETAILED ANALYSIS OF THE PRELIMINARY LEVY BY FUND**

**COMMUNITY SERVICE FUND**

		Maximum Allowable Preliminary Payable 2025	Final Payable 2024	Dollar Change Payable 2025 to 2024	Percent Change Payable 2025 to 2024
Community education levy	*	\$ 1,084,806.48	\$ 1,154,071.46	\$ (69,264.98)	-6.0%
Early childhood levy	*	\$ 657,551.27	\$ 616,341.86	\$ 41,209.41	6.7%
Home visitation levy		\$ 25,598.06	\$ 24,208.66	\$ 1,389.40	5.7%
Adults with disabilities		\$ 17,433.21	\$ 18,465.14	\$ (1,031.93)	
School age care	*	\$ 1,300,000.00	\$ 1,000,000.00	\$ 300,000.00	30.0%
Prior year levy adjustments		\$ (102,764.24)	\$ (33,599.73)	\$ (69,164.51)	205.8%
Abatements	*	\$ 24,710.38	\$ 13,648.12	\$ 11,062.26	81.1%
<b>COMMUNITY SERVICE FUND TOTALS</b>		<b>\$ 3,007,335.16</b>	<b>\$ 2,793,135.51</b>	<b>\$ 214,199.65</b>	<b>7.7%</b>

**DEBT SERVICE FUND**

		Maximum Allowable Preliminary Payable 2025	Final Payable 2024	Dollar Change Payable 2025 to 2024	Percent Change Payable 2025 to 2024
<b>Scheduled Principal and Interest (105%)</b> (LTFM/Capital Facilities)	!	\$ 34,161,948.97	\$ 19,816,458.60	\$ 14,345,490.37	72.4%
<b>Reduction for Debt Excess</b> (LTFM/Capital Facilities)		\$ (1,035,535.90)	\$ (1,231,379.50)	\$ 195,843.60	
(OPEB)		\$ -	\$ (117,811.64)	\$ 117,811.64	100.0%
<b>Prior Year Levy Adjustments/Abatements</b> (LTFM/Capital Facilities)	*	\$ 177,150.37	\$ 48,259.47	\$ 128,890.90	-267.1%
(OPEB)	*	\$ -	\$ 117,811.64	\$ (117,811.64)	-100.0%
<b>DEBT SERVICE FUND TOTALS</b>		<b>\$ 33,303,563.44</b>	<b>\$ 18,633,338.57</b>	<b>\$ 14,670,224.87</b>	<b>78.7%</b>
<b>Levy Grand Total</b>		<b>\$ 141,842,242.96</b>	<b>\$ 141,569,733.18</b>	<b>\$ 272,509.78</b>	<b>0.19%</b>

**Notes:**

- ! District must levy the maximum amount for this component
- x Voter-approved
- \* Equalized formula; underlevy could result in the loss of state aid

**COMPARISON OF PRELIMINARY LEVY PAYABLE IN 2025 WITH LEVY PAYABLE IN 2024 and**

Tax Payable Year School Year	2023 2023-24	2023 2023-24	2024 2024-25
Unlimited Adjusted Net Tax Capacity (UANTC)	\$ 258,615,453	\$ 320,548,738	\$ 328,928,586
Adjusted pupil unit (Adjusted PU)	22,613	22,865	22,948
<i>APU - at time of levy</i>	<i>22,613</i>	<i>22,865</i>	<i>22,948</i>
Basic Revenue Formula Allowance	\$ 7,138	\$ 7,281	\$ 7,465
Operating Referendum Authority	\$ 2,111	\$ 2,203	\$ 2,230
General	\$ 109,714,495	\$ 120,143,259	\$ 105,531,344
Community Services	3,160,855	2,793,136	3,007,335
Debt Service	12,016,410	18,633,339	33,303,563
Total Levy	\$ 124,891,760	\$ 141,569,733	\$ 141,842,243
Dollar increase/(decrease) in levy over prior year	\$ 22,757,703	\$ 16,677,973	\$ 272,510
Percentage increase/(decrease) in levy over prior year	22.28%	13.35%	0.19%

# Memo

To: School Board Members

From: Amy Moore, General Counsel

Date: September 24, 2024

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

**Background:**

School Executives is a group of eight (8) employees comprised of Associate Superintendents and Executive Directors.

The agreement contains some language changes to reflect current District practices. In addition, changes have been made to the Compensation and Conditions, Group Insurance, Leaves of Absence, and Memoranda of Understanding sections of the terms and conditions of employment.

In the Compensation and Conditions section of the collective bargaining agreement, language was modified to include a 5.0% increase to base salary in year 1 and a 3.0% increase to base salary in year 2. The ranges were also increased by 9.3% to the minimum and maximum salary ranges. In addition, Salary Advancement has been changed to Pay for Performance and will be paid as a stipend instead of adding onto the base salary.

In the Work Conditions section, 225 workday employees have been changed to 260/261 workdays. In this same section, 260/261 workday employees will receive 12 paid holidays and 25 vacation days.

In the Deferred compensation section, district contribution was increased from \$2,000 to \$4,000 annually beginning July 1, 2024.

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

Effective July 1, 2023			
	Single	Employee +1	Family
High	\$621.58	\$966.64	\$1,548.73

Value	\$652.66	\$1,014.97	\$1,626.17
HSA Plan	\$509.34	\$1,020.85	\$1,634.36

Effective July 1, 2024

	Single	Employee +1	Family
High	\$621.58	\$966.64	\$1,548.73
Value	\$685.29	\$1,065.72	\$1,707.48
HSA Plan	\$570.46	\$1,082.10	\$1,732.42

In summary for the group insurance portion, the District will increase the employer contribution by:

Year 1:

- High Plan: 0%
- Value Plan: 5%
- HSA Plan: 6%

Year 2:

- High Plan: 0%
- Value Plan: 5%
- HSA Plan:
  - Single: 12%
  - EE+1: 6%
  - Family: 6%

The High Plan is no longer available for new enrollment. All existing members on the High Plan will continue to receive the district contribution to the High Plan health insurance as indicated in the table above. Those eligible to have district paid insurance until Medicare eligibility may opt into the High Plan upon retirement from ISD 279 at no cost to the employee.

Four memoranda of understanding were edited or added.

1. MOU addresses retirement incentive calculation based on 225 days.
2. MOU addresses the carryover of non-workday into 2024-2025.
3. MOU addresses the retirement match for 2024-2025 and employee contribution.

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 9.95% total package increase. The total additional financial investment is \$339,056 over the term of the agreement.

**Timeline/Next Steps:**

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

# OSSEO AREA SCHOOLS

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## **Agreement on Terms and Conditions of Employment**

**Between**

**Independent School District 279- Osseo Area Schools  
Maple Grove, Minnesota**

**and**

**School Executives Association**

**Effective Date: July 1, ~~2021~~2023 – June 30, ~~2023~~2025**

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## ARTICLE I PURPOSE

**Section 1. Parties.** This Agreement is entered into between the School Board of Independent School District 279, hereinafter referred to as the School Board and the School Executives Association hereinafter referred to as the School Executives, 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 School Executives Association bargaining unit, hereinafter referred to as the School Executives Association, during the term of this Agreement.

## ARTICLE II RECOGNITION

**Section 1. Recognition:** In accordance with the PELRA, the School Board recognizes the School Executives Association as the representative of the School Executives employed by the School Board of Independent School District 279. The School Executives Association shall have those rights and duties as prescribed by the PELRA and as described in this Agreement.

**Section 2. Appropriate Unit:** The School Executives Association shall represent all School Executives of the School District as defined in this Agreement and in the PELRA.

**Section 3. Meet and Confer:** The representatives of the School Board shall meet with the School Executives Association as needed for the mutual exchange of ideas and to discuss matters that are not terms and conditions of employment.

## ARTICLE III DEFINITIONS

**Section 1. Terms and Conditions of Employment:** "Terms and conditions of employment" means the hours of employment, the compensation therefore including fringe benefits except retirement contributions or benefits, other than employer payment of, or contributions to, premiums for group insurance coverage of retired employees or severance pay, and the School Board's personnel policies affecting working conditions of School Executives. In the case of School Executives, "terms and conditions of employment" does not mean educational policies of the School Board. "Terms and conditions of employment" is subject to the provisions of the PELRA.

**Section 2. School Executive:** Shall mean any person employed by the School Board in an executive management position. The term "School Executive" as used herein shall not include Superintendent, Principals, Assistant Principals, "supervisory employees", or "essential employees", part-time or temporary employees whose services do not exceed the lesser of thirty-five percent (35%) of the normal work week within the bargaining unit or fourteen (14) hours per week or employees who hold a position that is basically temporary or seasonal in character and is not for more than sixty-seven (67) working days in any calendar year, and emergency employees.

**Section 3. Other Terms:** Terms not defined in this Agreement shall have those meanings as defined by the PELRA.

## ARTICLE IV

## SCHOOL DISTRICT RIGHTS

**Section 1. Inherent Managerial Rights:** The School Executives recognize that 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 School Board, its overall budget, utilization of technology, the organizational structure and selection and direction and number of personnel.

**Section 2. Management Responsibilities:** The School Executives recognizes the right and obligation of the School Board to efficiently manage 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:** The School Executives recognize that all employees covered by this Agreement shall perform the services prescribed by the School District and shall be governed by School Board policies, rules, regulations, directives and orders which are not inconsistent with the terms and conditions of employment set forth in this Agreement and which are issued by properly designated officials of the School District. Any provision of this Agreement found in violation of any law, rule or regulation there under, shall be without force or effect.

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

## ARTICLE V EMPLOYEE RIGHTS

**Section 1. Right to Views:** Pursuant to PELRA, nothing contained in this Agreement shall be construed to limit, impair, or affect the right of any employee 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. Nor shall it be construed to require any employee to perform labor or services against their will.

**Section 2. Right to Join:** Employees shall have the right to form and join labor or employee organizations and shall have the right not to form and not join such organizations. Employees in the unit shall 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 employees with the School Board, as prescribed by the PELRA.

### **Section 3. Personnel Files:**

**Subd. 1. Right to Review/Frequency:** Upon request by an employee, the School District will provide the employee with an opportunity to review their own personnel file. The School District will not be required to provide an employee with an opportunity to review their personnel file if they have reviewed the personnel file during the previous six months; except that, upon separation from employment, an employee may review their own personnel file only once at any time within one year after separation.

Subd. 2. Review: A request will be made to Human Resources. Human Resources will comply with a request pursuant to Subd. 1 of this Section no later than seven (7) working days after receipt of the request and will schedule an appointment for the employee to review their own personnel file and will notify the employee of such appointment. All such reviews will take place in Human Resources during its normal hours of operation.

Subd. 3. Documentation of Contents: The employee and a Human Resources representative will document the personnel file’s contents before the employee is given the personnel file to review. The employee and Human Resources representative will document the contents of the personnel file at the termination of the review.

Subd. 4. Right to Copy: After the review and upon the employee’s request, the School District will provide the employee with a copy of the requested record. The School District may not charge a fee for the copy. With respect to employees who are separated from employment, upon the employee’s request, the School District will provide a copy of the personnel file to the employee. Providing a copy of the separated employee’s personnel file to the employee satisfies the School District’s responsibility to allow review as stated in Subd. 1 of this Section.

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

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

**ARTICLE VI  
COMPENSATION AND CONDITIONS**

**Section 1. Compensation**

Subd. 1. Salary Ranges: The following salary ranges shall be created for each classification listed below:

<b>Class</b>	<b>Title</b>	<b>Work days</b>	<b>Minimum/ Maximum Effective July 1, <del>2021</del>2023</b>
B-1	Assistant Superintendents*	<del>225</del> 26 0/261	\$ <del>152,839</del> 167,053 / \$ <del>173,469</del> 189,602
C-1	Executive Directors of Finance and Operations and Human Resources	<del>225</del> 26 0/261	\$ <del>152,839</del> 167,053 / \$ <del>173,469</del> 189,602
C-1a	Executive Directors of Technology, <del>Community Relations,</del> and <del>Community Education</del> Engagement	<del>225</del> 26 0/261	\$ <del>146,821</del> 160,475 / \$ <del>167,450</del> 183,023

\*Effective July 1, 2015, \$10,000 annual differential paid to Assistant Superintendents serving as acting superintendent with related added responsibilities.

—\*\*The salary range is used as a guide for initial placement. Employees’ salaries may move above the top of the range with salary enhancements and/or salary advancements.

Subd. 2. Initial Salary Placement: New employees shall be placed within the respective salary range based on experience as it relates to the requirements of the job and at the discretion of the District. Internal employees hired into the unit and/or current employees promoting within the

unit shall be placed at the discretion of Human Resources based on qualifications/experience and may be placed above the top of the range.

Subd. 3. ~~Salary Advancement~~ Pay for Performance Stipend: Pay for performance will be based on performance measures relating to job performance and leadership. Pay for performance will be paid as a stipend during the next school year and will be paid in a lump sum payment.

- ~~An e~~Employees who work less than ~~must complete at least~~ 120 days of paid service during a contract year ~~to do not~~ qualify for ~~salary advancement~~.the pay for performance stipend.
- Employees who complete at least 120 days of paid service, but less than their contracted year, will receive a prorated pay for performance stipend.
- Employees who complete their contracted year (including FMLA and/or ADA qualified leaves) will receive the full pay for performance stipend.
- The pay for performance stipend will be calculated after Salary Enhancements are applied.
- Performance evaluations must be completed and turned into Human Resources by June 15<sup>th</sup> in order for the stipend to be paid on the July 20<sup>th</sup> paycheck. If completed after June 15<sup>th</sup> the stipend payout will be within 3 pay periods.

~~2021-2023: Salary advancement~~Pay for Performance amounts awarded for performance levels:

Exemplary Performance	2.3%
Accomplished Performance	1.4%
Developing Performance	0.7%
Unsatisfactory	No <del>salary advancement</del> <u>stipend</u>

Subd. 4. Salary Enhancement: A ~~25.0%~~ increase to School Executive employees' base salaries shall be effective July 1, ~~2021~~2023, and ~~again~~ a 3.0% increase to School Executive employees' base salaries shall be effective July 1, ~~2022~~2024.

Subd. 45. ~~Alternative Salary Advancement~~ Pay for Performance Amounts: The School Board shall set financial parameters for contract negotiations with all employee groups with the same contract term as School Executives. These financial parameters relating to salary shall be used to determine the amount of ~~salary advancement~~pay for performance if it is to be less than the amounts specified in Subd. 3 above.

Based on these parameters set by the School Board, salary advancement will be as follows:

Exemplary performance:	An amount equal to 0-2.3%
Accomplished performance:	An amount equal to 0-1.4%
Developing <u>performance</u> :	An amount equal to 0-0.7%
Unsatisfactory:	No <del>salary advancement</del> <u>stipend</u>

Subd. 56. Reschedule Work Year: Any School Executive who is in their last year of work, prior to retirement, may elect to reschedule up to fifteen (15) days of their work year, or may reduce their work year by up to fifteen (15) days so that their last day of work will be completed by June 15.

Upon submitting a letter of resignation, School Executives shall request to reschedule or reduce their work year to the Superintendent. Reduction in the work year will result in a pro-rata salary reduction based on the School Executive's daily rate of pay.

~~Subd. 6. Non-workdays: Beginning July 1, 2016, employees will work their assigned workdays (225) and will be allowed to carry over up to five (5) non-workdays, in unique circumstances, with permission from their immediate supervisor. Under no circumstances will an employee be paid for any additional days worked above their contracted assignment unless required by their immediate supervisor and approved by Human Resources.~~

~~a. Compensation for Days Worked—Any employee who begins service after July 1 or ends service prior to June 30th of any given school year will be paid for days worked up to a maximum of 225 days during that school year.~~

b. Subd. 7. Holidays: Employees will have 12 paid holidays as determined by the School Board prior to July 1<sup>st</sup>, yearly. Any of the holidays that fall within a 12-month employee's vacation period will not count as a vacation day. Reschedule Workdays—School Executives may schedule the following as workdays: Labor Day, Friday after Thanksgiving, Martin Luther King, Jr. Day (if it is an established District holiday for that school year), President's Day (if it is an established District holiday for that school year), Spring Holiday, Memorial Day, and Juneteenth, subject to supervisor approval.

Subd. 78. Probation and Regular Status: New School Executives will be considered probationary for a period of one (1) year from their hire date as a School Executive. During this time, they shall have no seniority privileges and may be transferred, discharged, or laid off. Upon completion of the probationary period an employee will establish regular employee status unless otherwise notified in writing by the employer prior to the end of the probationary period.

## **Section 2. Retirement Incentive Pay:**

Subd. 1. Exclusion: This section shall apply only to School Executives whose service, in any capacity with the School District, has been full-time and has had no break in service as defined by this Agreement and whose service began prior to July 1, 1998. For School Executives whose employment began after this date, the provisions of this section will not be applicable.

Subd. 2. Eligibility: School Executives who have completed at least ten (10) years of continuous service, in any capacity with the School District, and who are at least fifty (50) years of age shall be eligible for retirement incentive pay pursuant to the provisions of this section upon submission of a written resignation accepted by the School Board, provided that such notice is given no later than thirty (30) days prior to the effective date of the resignation.

Subd. 3. Calculation of Benefit: Eligible School Executives, upon retirement, shall receive as retirement incentive pay an amount representing one hundred percent (100%) of the unused number of sick-leave days, no greater than one hundred ninety-two and one half (192.5) days times the daily rate of pay.

For the purpose of calculating this benefit, the calculation will be based on the employee's annual rate of pay divided by 225 days.

Subd. 4. Determination of Daily Rate: In applying these provisions, daily rate of pay for School Executives shall be based upon the employee's total annual compensation at the time of retirement ~~divided by the workdays assigned per Article VI, Section 1, Subd. 2.~~

Subd. 5. Payment Schedule 50-54: A School Executive who retires at age fifty to fifty-four (50-54) will receive the retirement incentive pay on July 20th if the employee's birth date is between January 1st and June 30th in the year they reach age fifty-five (55). If the employee's birth date is between July 1st and December 31st, they will receive their retirement incentive pay on January 20th of the following year.

Subd. 6. Payment Schedule 55 & Over: Retirement incentive pay for those age fifty-five (55) or older shall be paid by the School District according to the following schedule. School Executives who retire between January 1st and June 30th shall receive their retirement incentive pay July 20th of that year. School Executives who retire between July 1st and December 31st shall receive their retirement incentive pay on January 20th of the following year. In the event of a School Executive's death after having retired from the School District, the remaining amount of retirement incentive pay shall be paid to the employee's estate.

Subd. 7. Retirement incentive pay shall not be granted to any employee who is discharged by the School District.

**Section 3. Retirement Savings Plans:** In accordance with Section 403(b) of the Internal Revenue Code, the School Board will match the contribution of an eligible employee according to the following schedules towards an approved 403(b) retirement savings plan. The plan must meet the school district's guidelines for approval.

Subd. 1. District Annual Match – Effective July 1, ~~2022~~2024: The School District's maximum annual match of an eligible employee's contribution will be \$~~24~~,000.00. Employees may choose to defer more than the District annual match amount. Federal law determines the maximum amount an individual can contribute annually. The matching amount will be approximately \$~~83.34~~166.67 per pay period.

## ARTICLE VII GROUP INSURANCE

**Section 1. Eligibility:** Qualifications shall include those established by the School Board and the carrier of the coverage.

**Section 2. Enrollment:** All employees qualifying shall enroll for such coverages in accordance with the procedures established by the School Board.

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 School District retains the right to re-examine waiver of health coverage on a year-to year basis.

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

Subd. 1. District Contribution: Basic Group Health and Hospitalization Plans:

- a. The District will contribute up to the following amounts monthly, towards the District’s Group Health Insurance premiums for ~~full-time~~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, <del>2021</del> <u>2023</u>			
	Single	Employee +1	Family
<del>High/Value*</del>	<del>\$609.39</del> <u>621.58</u>	<del>\$947.68</del> <u>966.64</u>	<del>\$1,518.36</del> <u>1,548.73</u>
<del>Value</del>	<del>\$652.66</del>	<del>\$1,014.97</del>	<del>\$1,626.17</del>
HSA Plan	<del>\$471.09</del> <u>509.34</u>	<del>\$944.18</del> <u>1,020.85</u>	<del>\$1,511.62</del> <u>1,634.36</u>

Effective July 1, <del>2022</del> <u>2024</u>			
	Single	Employee +1	Family
<del>High/Value*</del>	<del>\$621.58</del>	<del>\$966.64</del>	<del>\$1,548.73</del>
<del>Value</del>	<del>\$685.29</del>	<del>\$1,065.72</del>	<del>\$1,707.48</del>
HSA Plan	<del>\$570.46</del> <u>480.51</u>	<del>\$963.07</del> <u>1,082.10</u>	<del>\$1,541.85</del> <u>1,732.42</u>

\* The High Plan is no longer available for new enrollment. All existing members on the High Plan will continue to receive the district contribution to the High Plan health insurance as indicated in the table above. Those eligible to have district paid insurance until Medicare eligibility may opt into the High Plan upon retirement from ISD 279 at no cost to the employee.

Subd. 2. High Deductible Health Plan (HSA Plan) - Contributions to Health Savings Accounts

As recommended by the School District Insurance Advisory Committee, those employees participating in the HSA compatible health plan shall receive the following contributions to a qualifying Health Savings Account (HSA). Contributions will only be made to District approved HSA depository.

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

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

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

Subd. 3. Continuation of Coverage Upon Retirement: For employees hired prior to July 2, 2006, the School Board shall provide and pay for hospital and medical insurance in the School Board’s group health and hospitalization plan for any employee who retires after reaching the age of fifty-five (55) until the employee reaches age sixty-five (65) or accepts another hospital and medical insurance program. This provision shall apply to single and dependent coverage, if applicable.

For employees hired on or after July 2, 2006, the School Board shall provide and pay for hospital and medical insurance in the School Board's group health and hospitalization plan for any employee with three (3) or more years of continuous employment in the district in any capacity who retires after reaching the age of fifty-five (55) until the employee reaches age sixty-five (65) or accepts another hospital and medical insurance program. This provision shall apply to single and dependent coverage, if applicable.

Effective beginning August 1, 2014, an employee hired into this contract group who has not received this benefit while serving in another ISD 279 management group will not be eligible to receive this benefit.

A retired employee who is eligible for this benefit and accepts another hospital and medical insurance plan between age fifty-five (55) and age sixty-five (65), shall be allowed to re-enter the School Board's group health and hospitalization plan one time only, with no penalty.

An employee who is eligible for this benefit and retires before age fifty-five (55) as provided for in Article VI, Section ~~3-2~~ of this Agreement, shall also be eligible for this provision, upon reaching age fifty-five (55), provided that the employee has enrolled in and maintained hospital and medical insurance from the age of retirement to June 30th of the year after they reach the age of fifty-five (55).

Subd. 4. Insurance Program Eligibility After Age 65: Selected insurance coverage will continue beyond the employee's 65<sup>th</sup> birthday as permitted by law. The retiree will pay the premium as determined by the insurance carrier.

**Section 4. Section 125 Flexible Spending Plan.** The district shall provide a Section 125 Flexible Spending Plan under the Internal Revenue code for all School Executives.

Subd. 1. Description: The Section 125 Plan (Flexible Spending Plan) offered by the 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. The plan year will commence July 1<sup>st</sup> through June 30<sup>th</sup> of each year. There are three (3) components to the plan:

- a. District-provided health insurance premium deduction with pre-tax dollars.
- b. Dependent care reimbursement account.
- c. Medical expense reimbursement account.

**Section 5. Dental Insurance:**

- a. Single Coverage: The School District will pay up to \$28.00 per month for individual coverage for each full-time employee 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 employee 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 employee 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 6. Group Term Life Insurance:** The School District will pay the full premium for group term life insurance for all School Executives who qualify for and enroll in the School District's group term life insurance plan. Employees who qualify and enroll will be covered by group term life insurance at a flat amount of \$300,000.

**Section 7. Supplemental Group Term Life Insurance:** Full-time School Executives will have the option, subject to the conditions established by the School Board's carrier for group term life insurance as provided in Section 5-6 of this Article, to purchase supplemental group term life insurance with AD&D in the amounts of \$50,000, \$75,000, \$100,000, \$125,000, \$150,000, \$200,000, \$300,000 or \$400,000, not to exceed 4x annual salary. In the event of early retirement, an employee may continue to purchase this policy until they reach the age of 65. The cost of the supplemental coverage will be borne by the employee and paid by payroll deduction.

**Section 8. Long-Term Disability Income Protection:** The School Board shall pay the full premium in the existing long-term disability income protection plan of the School Board for all School Executives who qualify for and enroll in such coverage.

This coverage shall apply to total annual salary. School Executives who have qualified for long term disability insurance and who previously qualified for the School District's health and hospitalization insurance benefits shall have these benefits maintained for a period of one (1) year from the date of disability. Thereafter, these benefits will be available to the School Executive at their own expense. See MOU Long-Term Disability Coverage for Mental Health & Chemical Dependency.

**Section 9. Claims Against the School District:** It is understood that the School Board's obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the School Board as a result of a denial of insurance benefits by an insurance carrier.

**Section 10. Married Couples in District with Family Coverage:** When a School Executive 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.

## ARTICLE VIII LEAVES OF ABSENCE

### **Section 1. Vacation:**

**Subd. 1. Vacation Allowance: Beginning July 1, 2024, employees shall receive 25 days of annual vacation.**

**Subd. 2. Accumulation: It is expected that vacation time earned as of June 30<sup>th</sup> in the fiscal year will be used prior to July 1<sup>st</sup> of the following year. The maximum amount of vacation time an employee**

may carryover is 10 days per year. The maximum amount of vacation an employee may have as a balance as of June 30<sup>th</sup> of any year will be 25 days.

Subd. 3. Use of Vacation: Vacation must be scheduled and approved in advance with the employee's supervisor. Vacation may be used in ½ day increments. Vacation used during a fiscal year should normally be limited to twenty-five (25) days. Provided there are vacation days available, an employee may use more than twenty-five (25) days in a year, with supervisor and Human Resources approval.

Subd. 4. In the case of voluntary separation or removal for cause of an employee to whom vacation has been advanced in excess of that accumulated, the employee is required to refund the amount paid for the period of such excess.

Subd. 5. Termination/Resignation/Retirement: If an employee is terminated because of a layoff or reduction in staff, resigns, or retires the employee shall be entitled to a pro rata share of vacation earned. In case of death, the employee's spouse or estate will be entitled to a pro rata share of vacation earned. The maximum payout of vacation time will be twenty-five (25) days. Payout of vacation shall be calculated based on a 260-day calendar.

## **Section 12. Sick Leave:**

Subd. 1. School Executives shall be eligible for sick leave under one of the following conditions:

- a. Earn & Accumulation: Full-time School Executives shall accrue sick leave at the rate of twelve (12) days per year (one day per month) and accrual for unused sick leave shall be unlimited. Employees working less than a full year will have their sick leave days pro rated.
- b. Use-Pregnancy: An employee may utilize available sick leave, subject to the provisions of this section and Section 4-7 of this Article, for periods of disability relating to pregnancy, miscarriage, abortion or childbirth.

Such an employee shall notify 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 shall provide a medical provider's statement indicating the estimated date of delivery of the child and estimated time of confinement. A licensed medical provider will determine the definition of disability.

1. A School Executive (other than the pregnant parent) may utilize up to ten (10) days of sick leave in connection with the birth of their child. Such leave will be deducted from accrued Sick Leave subject to Section 2-3 of this Article Family Illness Leave.
2. A School Executive may utilize up to thirty (30) days of sick leave for the adoption of a child, subject to the provisions of this Section and Section 8-7 of the Article.

Subd. 2. Use: Sick leave with pay shall be allowed by the School Board whenever an employee's absence is found to have been due to an illness which prevented their attendance at work and performance of duties on that day or days.

Subd. 3. Medical Verification: The District may require the employee to furnish a medical certificate from a licensed medical provider as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to the eligibility of an employee for sick leave is reserved to the Superintendent.

Subd. 4. Medical Request: In the event that a medical certificate will be required, the employee will be so advised.

Subd. 5. Approval: Sick leave pay shall be approved only upon submission of an authorized sick leave pay request submitted through the process provided by Human Resources.

Subd. 6. Use: Absences Covered by Workers' Compensation and/or Long-Term Disability (LTD):

- a. A School Executive who is absent from work as a result of a compensable injury in the service of the School Board under the provisions of the Workers' Compensation Act and/or an absence covered by the School Board's long-term disability insurance, the School Board will pay the difference between the compensation received pursuant to the Workers' Compensation Act and/or LTD by the employee and the employee's base rate of pay or the extent of the employee's earned accrual of sick leave, if said employee is on an accrued sick leave basis. ~~(See Subd. 1.b. of this Section.)~~
- b. An employee who is on accrued sick leave basis shall have a deduction made from the employee's accrued sick leave according to the pro rata portion of days or sick leave which is used to supplement Workers' Compensation and/or LTD payments.
- c. Such payment shall be paid by the School Board to the employee only during the period of disability.
- d. In no event shall the additional compensation paid to the employee 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 employee.
- e. An employee who is absent from work as a result of an injury compensable under the Workers' Compensation Act and/or an absence qualifying the employee for LTD payments shall submit their Workers' Compensation check and/or LTD payment, endorsed to the School Board prior to receiving payment from the School District for this absence.
- f. A School Executive who is unable to perform their 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) days of absence per incident. Thereafter, the compensation will be paid per Subd. 6. a. through d. of this Article.
- g. If a School Executive incurs an injury as described in Subd. 6. e. of this Article, and such injury causes the employee to work less than full-time, the School District will continue its share of the cost of the health and hospitalization insurance plan in which the employee is enrolled.

Subd. 7. Extenuating Family Circumstances: A School Executive who has exhausted their sick leave and experiences an extenuating family circumstance may work with the Superintendent to modify the employee's work year calendar and work location.

**Section 23. Family Illness:**

Subd. 1. Use: Employees will be granted up to a minimum of ten (10) days absence upon approval of the Superintendent for illness in the employee'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 employee. Absences will be deducted from accrued sick leave. If the employee does not have sufficient accrued sick leave, there will be a salary deduction equal to the pro-rated daily rate of pay.

**Section 34. Bereavement Leave:**

Subd. 1. Use-Immediate Family: School Executives will be granted five (5) days per occurrence for absence due to death of each member of the employee'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 employee. Absences will be deducted from accrued sick leave. If the employee does not have sufficient accrued sick leave, there will be a salary deduction equal to the pro-rated daily rate of pay.

Subd. 2. Use-Not Immediate Family: Absence due to the death of a person, not listed in Subd. 1. of this Section shall be limited to one (1) day per year.

**Section 45. Jury Duty:** A School Executive summoned to jury duty will be granted time off with pay.

Subd. 1. Notice to District: School Executives who receive a summons ~~for jury duty~~ 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: School Executives who receive a stipend for jury duty are to reimburse the School District for the amount received, minus the mileage ~~and parking expense~~ allowance if they were on jury duty during ~~school time~~ the workday.

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.~~

Subd. 34. Pay: School Executives will have no loss of pay as a result of jury duty if the provisions of Subdivisions 1. ~~and through 23. of this Section~~ are met.

**Section 56. Court Appearances:**

Subd. 1. Request of School Board: When the School Board is a party in a litigation, and a School Executive of the School District appears at the request of the School Board or as codefendant in a case against the School Board, the School Executive will be entitled to their pay and no deduction of any leave provision will be charged to the School Executive.

Subd. 2. Other Requests: If a School Executive receives a notice to supply information or testify in a civil or criminal court proceeding, as a result of their employment, they must notify the Superintendent. If the School Executive must appear at the proceeding, the School Executive will be entitled to their pay and no deductions of any leave provisions will be charged to the School Executive. If the matter is a result of actions for which the School Executive has been found to have acted improperly and thus disciplined<sub>7</sub> by the School District<sub>2</sub>, the day(s) absent will be deducted from<sub>1</sub> personal leave or short-term leave referenced in this article.

Subd. 3. Action Against School Board: If the matter is a result of actions by School Executive against the school Board/District, the day(s) absent will be deducted from personal leave or short-term leave. Additional short-term leave will be granted if necessary.

## **Section 67. Child Care/Adoption Leave:**

Subd. 1. Purpose: An employee, upon request, may be granted a leave for the purpose of childcare of a newborn child or for the adoption of a child. The employee will be required to concurrently take a leave pursuant to the Family/Medical Leave Act (FMLA). This leave will be granted to one (1) parent of a newborn or adopted child provided such parent is caring for the child. Employees may be granted partial leaves of absence appropriate to the job assignment.

Subd. 2. Request: An employee making application for childcare leave will inform the Superintendent 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 employee will inform the Superintendent 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, an employee may utilize sick leave pursuant to the sick leave provisions of this Article during a period of physical disability. A pregnant employee will also provide<sub>2</sub> at the time of the leave application, a statement from a licensed medical provider ~~2~~ indicating the expected date of delivery.

Subd. 4. Use of Sick Leave for Adoption: An employee may request to use up to thirty (30) days of accumulated sick leave for adoption 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<sub>2</sub> and its duration<sub>2</sub> will be determined by mutual consent between the employee and the Superintendent.

In determining the date of the commencement and duration of the leave, the Superintendent will review each case on its individual merits taking into consideration the following:

- a. The request of the employee.
- b. The specific employment duties of the employee involved.
- c. The health and welfare of the employee, unborn child or adopted child.
- d. The recommendation of the employee's licensed medical provider.

Subd. 6. Duration: In making a determination concerning the commencement and duration of a childcare/adoption leave, the School Board will not in any event be required to:

- a. Grant any leave of more than twelve (12) months in duration.
- b. Permit the employee to return to their employment prior to the date designated in the request for the leave, unless by mutual agreement of the employee and the Superintendent.

Subd. 7. Approval of Leave: If the employee complies with all provisions of this Section and a leave is granted by the School Board, the employee 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) days' notice to return.

Subd. 9. Reinstatement: An employee 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.
- b. The employee is not physically or mentally disabled from performing the essential duties of such position.

Subd. 10. Failure to Return: Failure of the employee to return pursuant to the date determined in this Section will constitute grounds for termination by the School District unless the School District and the employee mutually agree to an extension of the leave.

Subd. 11. Accumulated Leave: An employee who returns from childcare/adoption leave within the provisions of this Section will retain any unused leave time accumulated under the provisions of this Article at the commencement of the leave. The employee will not accrue additional leave time during the period of absence.

Subd. 12. Salary: Any childcare/adoption leave of absence granted under this Section will be a leave without pay except as provided in Section ~~4.2~~ of this Article.

Subd. 13. Insurance: An employee 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 employee wishes to retain, following FMLA.

Subd. 14. Notification to Return: An employee on childcare/adoption leave of absence will be sent a letter of assignment from Human Resources at least sixty (60) days prior to the specified return date of said leave. The employee will lose all re-employment rights if the employee refuses or fails to return the letter of assignment within ten (10) days.

**Section 78. Long-Term Leave:**

Subd. 1. Eligibility: School Executives with a minimum of three (3) years of experience in the School District may apply for an unpaid leave of absence once during their district employment. Additional leaves may be granted at the discretion of the Superintendent.

Subd. 2. Duration: Leave may be granted for a period of time not to exceed one (1) year.

Subd. 3. Insurance: An employee on an approved long-term leave is eligible to participate at their own expense in the health and hospitalization program of the School District. This participation will be subject to the conditions prescribed by the insurance carrier.

Subd. 4. Benefit Accrual: An employee on approved long-term leave shall retain their accrued benefits as of the beginning date of the leave. No benefits will accrue during the period the employee is on leave.

Subd. 5. Purpose: Consideration for granting long-term leaves will be given for:

Education	Election to Political Office
Health	Family Reasons (Issues)
Approved Travel	Retraining or Career Change (not including employment in another school district)

Subd. 6. Requests: Requests for long-term leaves must be made at least thirty (30) days in advance, except in emergencies and submitted to the Superintendent for recommendation. Final approval will be made by the School Board. The number of School Executives on approved leave in any school year shall not normally exceed one (1) person.

Subd. 7. Notification to Return: A School Executive on long-term leave will be sent a notice from Human Resources according to the following schedule:

- a. When the return date of said leave is intended to coincide with the opening of school, notification shall be given by March 1 of the preceding school year.
- b. At least (60) days prior to the specified return of said leave when such date falls at any other time during the school year.

Subd. 8. Reinstatement: An employee returning from long term leave for education, approved travel, family reasons, retraining or career change reasons shall be re-employed in the position occupied prior to the leave, subject to the following conditions:

- a. The position is vacant.
- b. That the position has not been abolished
- c. That the employee is not physically or mentally disabled from performing the essential duties of such position.

An employee returning from long-term leave for health or election to political office 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.
- b. That the employee is not physically or mentally disabled from performing the essential duties of such position.

Subd. 9. Failure to Return Notice: The School Executive shall lose all re-employment rights if the employee refuses or fails to return the notice within ten (10) days.

**Section 89. Short-Term Leave:** School Executives may apply for a short-term leave of absence.

Subd. 1. Salary: Short-term leave shall be without pay.

Subd. 2. Duration: Short-term leave may be granted for not more than ten (10) working days.

Subd. 3. Requests: Requests for short-term leave shall be made five (5) days in advance except in the case of emergencies. The request shall be on a Leave of Absence Request (PF 22) and shall clearly state the reason for such request.

Any special conditions or arrangements established by the supervisor for a short-term leave shall be in writing to the individual requesting the leave. All conditions established must be met to be eligible for the leave.

Subd. 4. Approval: Short-term leave shall be granted only in special circumstances and must be approved by the Superintendent.

Subd. 5. Eligibility: Short-term leave shall normally be available no more than once during this Agreement.

Subd. 6. Limit-1: The number of School Executives on short-term approved leave at any given time shall normally not exceed one (1) person.

**Section 910. Personal Leave:** A School Executive will be credited one (1) day each year, accumulative to five (5) days. Personal leave may be used for activities requiring the employee's personal attention not covered or requested under other provisions of this Agreement.

Subd. 1. Requests: Request for personal leave must be made in writing to the Superintendent at least three (3) days in advance, except in event of emergencies.

Subd. 2. Limit: At no time shall more than three (3) School Executives be granted personal leave.

Subd. 3. Exclusion: A personal leave day will be granted the first or the last days of the student school year; ~~However~~however, the leave will only be granted for special circumstances with written explanation by the employee and approval of the Superintendent.

Subd. 4. Sick Leave Deduction:

- a. Requests: An employee, who has completed the probation period, may request to convert up to two (2) sick days per year provided that all ~~non-workdays~~ vacation days are used prior to the conversion of sick leave days.
- b. Use: Any converted sick leave days must be used in the school year in which they were converted and will not be allowed to be carried over into the next school year.

**Section ~~10~~11. Religious Leave:** School Executives may be granted up to three (3) days of religious leave. School Executives must make application, including a brief summary of details of the request, to Human Resources at least three (3) days prior to the religious leave. Human Resources will notify the School Executive, to make the necessary arrangements allowing the School Executive to make up the days at some other prearranged time. However, School Executive may utilize provisions outlined in Section ~~6~~10., Personal Leave, or Section ~~1~~2., Sick Leave, if so desired. If the School Executive chooses none of the options as outlined herein, leave may be granted with full loss of pay. At no time shall more than two (2) of the School Executives be granted religious leave on a given contract day.

**Section ~~11~~12. Extended Leave of Absence:**

Subd. 1. Authority: Pursuant to Minnesota Statutes 122A.46. and 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 M.S. 122A.46, and 354.094.

Subd. 3. Eligibility: School Executives must have a minimum of seven (7) consecutive years of full-time teaching service in the district and at least ten (10) years of allowable service as defined in Section 354.05, Subdivision 13.

Subd. 4. Requests: Requests for extended leaves of absence must be submitted to the Superintendent by April 1, of the year preceding the school year for which the extended leave would commence.

Subd. 5. Reinstatement: School Executive returning from an extended leave of absence 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; and
- b. That the School Executive is not physically or mentally disabled from performing the essential duties of such position.

Subd. 6. Failure to Return Contract: The School Executive shall lose all re-employment rights if the School Executive refuses or fails to return the contract within ten (10) days.

**ARTICLE IX  
GRIEVANCE PROCEDURE**

**Section 1. Grievance Definition:** A "grievance" shall mean an allegation by an employee resulting in a dispute or disagreement between the employee and the School Board as to the interpretation or application of terms and conditions of employment insofar as such matters are contained in this Policy.

**Section 2. Representative:** The employee, administrator, or School Board may be represented during any step of the procedure by another member of the group chosen by the employee to act on their behalf.

**Section 3. Definitions and Interpretations:**

Subd. 1. Extension: Time limits specified in this Policy may be extended by mutual agreement.

Subd. 2. Days: Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all weekdays not designated as holidays by state law.

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 shall not be included. The last day of the period so computed shall 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 therein shall be timely if it bears a postmark of the United States mail within the time period.

Subd. 5. Decisions: All decisions rendered, with the exception of decisions rendered at Level I of this grievance procedure, shall be in writing setting forth the decision and will be transmitted to all parties of interest.

**Section 4. Time Limitation and Waiver:** Grievances shall 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 provisions of the policy 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 supervisor and Human Resources.

Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereinafter provided shall constitute a waiver of the grievance.

An effort shall first be made to adjust an alleged grievance informally between the employee and the School Board's designee.

**Section 5. Adjustment of Grievance:** The School Board and the employee shall attempt to adjust grievances which may arise during the course of employment of any employee within the School District in the following manner:

Subd. 1. Informal Discussion: Before a written grievance is submitted, informal discussions shall take place between the aggrieved party and the supervisor. Through these discussions the parties shall 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 supervisor. A copy of such written grievance must simultaneously be filed with Human Resources. The immediate supervisor shall give a written decision on the grievance to the parties involved within ten (10) days after receipt of the written grievance.

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 ~~his/her~~ their designee shall 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 ~~his/her~~ their designee shall 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 shall set a time to hear the grievance within twenty (20) days after receipt of the appeal. Within twenty (20) days after the meeting, the School Board shall 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 shall 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<sub>1</sub> or its representative<sub>2</sub> 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. Denial of Grievance:** Failure by the School Board or its representative to issue a decision within the time periods provided herein shall constitute a denial of the grievance and the employee may appeal it to the next level.

**Section 8. Arbitration Procedures:** In the event that the employee 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. Prior Procedure Required: No grievance shall be considered by the arbitrator which has not been first duly processed in accordance with the grievance procedure and appeal provisions.

Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall, 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 (BMS) to appoint an arbitrator, pursuant to PELRA, providing such request is made within twenty (20) days after request for arbitration.

The request shall ask that the appointment be made within thirty (30) days after the receipt of said request.

Failure to agree upon an arbitrator or the failure to request an arbitrator from the Bureau of Mediation Services (BMS) within the time periods provided herein shall constitute a waiver of the grievance.

Subd. 4. Submission of Grievance Information:

- a. Material Request: Upon appointment of the arbitrator, the appealing party shall within five (5) days after notice of appointment forward to the arbitrator, with a copy to the School Board, the submission of the grievance which shall include the following:
  1. The issues involved
  2. Statement of the facts
  3. Position of the grievant
- b. The School Board shall make a similar submission of information in accordance with Subd. 4a above.

Subd. 5. Hearing: The grievance shall 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 shall 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 shall be a hearing de novo.

Subd. 6. Decision: The decision by the arbitrator shall be rendered within a time schedule mutually agreed to. Decisions and awards by the arbitrator in cases properly brought before it shall be final and binding upon the parties, subject, however, to the limitations of the arbitration decisions as provided in the PELRA.

Subd. 7. Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration.

A transcript or recording shall be made of the hearing at the request of either party. The parties shall share, equally, fees and expenses of the arbitrator and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration. The cost of a transcript or recording shall be borne by the party requesting it.

Subd. 8. Jurisdiction: The arbitrator shall 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 shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written policy; nor shall 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 shall the jurisdiction

of the arbitrator extend to matters of inherent managerial policy, which shall 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 shall give due consideration to the statutory rights and obligations of the public school boards to efficiently manage and conduct its operations within the legal limitations surrounding the financing of such operations.

**Section 9. 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, and representative of an aggrieved person, or any other participants in the grievance procedure by reason of such participation.

**Subd. 2. Employee Rights:** Nothing herein shall be construed to limit, impair or affect the ~~right~~rights of any employee, or group of employees, as provided in state statutes.

**ARTICLE X  
DURATION**

**Section 1. Term and Reopening Negotiations:** This Agreement shall remain in full force and effect for a period commencing on July 1, ~~2021~~2023, through June 30, ~~2023~~2025. If either party desires to modify or amend this Agreement commencing on July 1, ~~2023~~2025, it shall give written notice of such intent no later than May 1, ~~2023~~2025. Unless otherwise mutually agreed, the parties shall not commence meet and confer more than ninety (90) days prior to the expiration of this Agreement.

**Section 2. Effect:** The provisions herein relating to 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, shall not be open for discussion during the term of this Agreement.



**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
OSSEO AREA SCHOOLS (ISD 279)  
and  
SCHOOL EXECUTIVES PERSONNEL**

TOPIC: Severance Pay Retirement Incentive

EFFECTIVE DATE: July 1, 2015; Updated July 1, 2023

PURPOSE: The purpose of this MOU is to designate how funds will be disbursed for the Retirement Incentive, contained in Article VI, Section 2, of the Terms and Conditions of Employment.

For the purpose of calculating this benefit, the calculation will be based on the employee's annual rate of pay divided by 225 days.

AGREEMENT:

Subject to the limitations listed below, the school district will contribute severance pay to eligible School Executives Personnel into the following plans subject to state and federal maximum contribution limits:

- Post-Retirement Health Care Savings Plan – \$51,000  
School Executives who are exempted from participating in the Post-Retirement Health Care Savings Plan, as per IRS guidelines, must contribute 100% of severance into the Severance Pay Deferral Plan.
- Severance Pay Deferral Plan (403(b)) The balance of any remaining funds after the maximum contribution to the Post-Retirement Health Care Savings Plan is met. The district's annual contribution into the retiree's Severance Deferral Plan account must not exceed the IRS contribution limit during any given year. Any remaining balance will be paid into the Severance Deferral Plan in future consecutive fiscal years to the extent allowable by the IRS.

All school district payments will be made according to the timeline and payment schedule as provided in the Terms and Conditions of Employment.

Employees will agree to the amount distribution of severance in the Post-Retirement Health Care Savings plan and the related balance for the term of this contract. All employees retiring will be required to accept the distribution as defined that applicable year.

This is the full and complete agreement of the parties on this issue. There are no other oral or implied agreements.

This agreement does not set any precedent for any future issue. This MOU expires effective at the end of the above expiration period and benefits will not continue without mutual agreement.

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
OSSEO AREA SCHOOLS (ISD 279)  
and  
SCHOOL EXECUTIVES PERSONNEL**

**TOPIC:** Limits to Long-Term Disability Insurance Coverage

**EFFECTIVE DATE:** Upon ratification

The plan design for long-term disability coverage for chemical dependency and mental health may be changed to a combined 24 months of coverage per claim. These changes will only go into effect contingent on the agreement of all other bargaining groups in the Osseo Area School District, approval of the Insurance Advisory Committee and approval by the School Board. If no agreement is reached among the groups, or if the Insurance Advisory Committee and/or School Board do not approve the design of the request for proposal (RFP) and/or the bid/proposal itself, this language will be null and void. In the interim follow Article VII, Section 8.

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
OSSEO AREA SCHOOLS (ISD 279)  
and  
SCHOOL EXECUTIVES PERSONNEL**

**EFFECTIVE DATE:** ~~Upon signing through June 30, 2022~~

~~The following contains the full text of the Memorandum of Understanding (MOU) between Osseo Area Schools, ISD 279 (“District”), and School Executives.~~

**PURPOSE:**

~~The purpose of this MOU is to outline the agreement between the District and the School Executives regarding an employee’s monetary conversion of accumulated nonwork days to cash during the time period specified by this MOU.~~

~~The parties agree to the following:~~

- ~~1. During the pandemic, and due to the Nonwork Day Carryover MOU, some School Executives have accumulated a significant number of nonwork days that must be used by June 30, 2024.~~
- ~~2. Employees hired prior to July 1, 2021, who have more than five (5) nonwork days on June 30, 2022, and who are active as of June 30, 2022, will have five (5) nonwork days cashed out at the employee’s daily rate of pay.~~

~~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.~~

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
OSSEO AREA SCHOOLS (ISD 279)  
and  
SCHOOL EXECUTIVES PERSONNEL**

**TOPIC:** Post-Employment Health Reimbursement Account

**EFFECTIVE DATE:** July 1, 2022 – June 30, ~~2023~~2025

**PURPOSE:** The District and School Executives agree to meet & confer ~~during the 2022-2023 school year~~ for the purpose of engaging in the exploration and study of Health Reimbursement Accounts (HRAs).

Conditions:

1. The parties will meet and confer during the 2022-2023 and 2024-2025 school years to explore and discuss the potential of utilizing district OPEB money to fund the conversion of accrued sick leave into individual member HRAs.
2. Any recommendation from meet and confer to fund HRAs will be submitted to the school board during negotiation strategies for discussion.
3. The school board retains the authority to approve or deny any recommendation for use of district funding for purposes including, but not limited to the funding of individual employee HRAs.

Carryover of Non-Workdays

Effective Dates: July 1, 2024 – June 30, 2025

At the end of the 2023-2024 school year, employees who received supervisor approval were allowed to carryover up to 5 non-workdays into the 2024-2025 school year. These non-workdays must be used prior to using vacation days. These days do not have any monetary value (for example, upon resignation or termination) and will not carry over into another school year.

2024-2025 Retirement Match MOU

Effective Date: Upon ratification through June 30, 2025

Employees interested in receiving the entire district match of \$4,000 for the 2024-2025 school year, must work with Business Services to increase their contribution match. Starting July 1, 2025, per pay period amount will revert to \$166.67 unless changed in contract negotiations.

EXTRACT OF MINUTES OF MEETING OF SCHOOL BOARD  
OF INDEPENDENT SCHOOL DISTRICT NO. 279 (OSSEO AREA SCHOOLS)  
STATE OF MINNESOTA

September 24, 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 September 24, 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:

<b>Donor</b>	<b>Item</b>	<b>Designated Purpose (if any)</b>
The Blackbaud Giving Fund	\$4.00	Gift/Donation for Rush Creek Elementary
The Blackbaud Giving Fund	\$510.00	Elm Creek Elementary School Needs
Maple Grove Woman of Today (Maple Grove Cub Foods)	School Supplies	10 Boxes of School Supplies
The Blackbaud Giving Fund	\$4.00	Gift/Donation for Rush Creek Elementary
The Blackbaud Giving Fund	\$4.00	Gift/Donation for Rush Creek Elementary
Mary Swenson	100 New Books	Fernbrook Elementary
Cyber Cerants LLC	\$1072.36	Staff Salaries and Supplies for Woodland
Blackbaud/Corporate Match	\$504.00	Student needs at Palmer Lake
Earl Carlson	\$25.00	First Grade classroom needs at Fair Oaks
Osseo/Park Center Girls Lacrosse	\$1,698.19	Coaches pay at Osseo Senior High
Charlie & Katie Heitzig	School Supplies	Generous donation of school supplies for Park Brook Elementary (Crayons/markers/colored pencils, Lysol wipes, Kleenex, etc.)
Jean Tate	School Supplies	School Supplies (\$100 value) for Fernbrook Elementary
Edinbrook PTO	\$6,225.00	Use towards the cost of 1 hour of a volunteer coordinator at Edinbrook Elementary
Maple Grove Woman of Today	School Supplies	Generous donation of school supplies for Park Brook Elementary (Backpacks, pencil boxes, Crayons/markers/colored pencils, etc)
Redeemer Covenant Church	School Supplies	Generous donation of school supplies for Park Brook Elementary (Kleenex, Notebooks, Crayons/markers/pencils, etc.)
The Blackbaud Giving Fund	\$24.00	Check donation for Crest View Elementary
Caitlin Morrill – Dojo Karate	School Supplies	School Supplies (\$100 value) for Fernbrook Elementary
The Blackbaud Giving Fund	\$24.00	Check donation for Fair Oaks Elementary
<b>TOTAL</b>	<b>\$10,094.55</b>	

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 24<sup>th</sup> day of September 2024.

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School Board Clerk – Tamara Grady

## **POLICY 432 – TEACHER INVOLUNTARY TRANSFER PROCESS**

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- I. When applying the teacher involuntary transfer process, personnel will be assigned on the basis of seniority and license, as specified in Policy 432 – Teacher Involuntary Transfer Process.
- II. Policy 432 – Teacher Involuntary Transfer Process will not apply to the initial staffing consideration when opening a new building.

Policy 432 Adopted: 2/2/99 (formerly Policy 4111.2)  
Revised: 5/3/94  
Revised: 1/22/91  
Revised: 4/4/89  
Policy Adopted: 6/7/83

## **PROCEDURE 432 – TEACHER INVOLUNTARY TRANSFER PROCESS**

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### **I. Eligibility**

- A. Probationary teachers will not be eligible for an involuntary transfer. A probationary teacher's contract will be terminated when an involuntary transfer is required at a grade level or within a department.
- B. A teacher will be exempt from the involuntary transfer process if it would cause a violation of any state/federal equal opportunity and/or affirmative action guidelines.
- C. A teacher will not be required to accept an involuntary transfer two consecutive years, unless required due to "Strand" realignment.
- D. A teacher on a building or district leave assistance program will not be eligible for an involuntary transfer, unless required due to "Strand" realignment.
- E. When transfers become necessary due to boundary changes, decrease in enrollment, and/or reduction in staff, qualified volunteers will receive first consideration.
- F. In the event that there are insufficient numbers of qualified volunteers, the least senior teacher at the grade level/department will become the involuntary transfer, unless exempted under I.C.-F below.

### **II. Procedure**

- A. Teachers identified for involuntary transfer will be informed in writing of their involuntary transfer status no later than April 20th and will be informed in writing of the transfer vacancies for which they are licensed no later than five (5) working days before the scheduled involuntary transfer meeting date.
- B. Teachers making an involuntary transfer will be notified of their assignment prior to May 1 immediately preceding the school year in which the assignment is to take place unless there are some unpredictable emergencies.
- C. An involuntary transferee may elect to return to his/her previous year's assignment, if the exact position s/he occupied becomes open prior to the first student day.

Procedure 432 Adopted: 2/2/99 (formerly Procedure 4111.2)

Revised: 5/3/94

Revised 1/22/91

Revised: 4/4/89

Dated: 6/7/83

## **POLICY 441 – DIGITAL TECHNOLOGIES AND DIGITAL SYSTEMS**

### **~~RESPONSIBLE~~ACCEPTABLE USE**

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- I. Purpose: The purpose of this policy is to set forth ~~policies and~~ guidelines for ~~access to the~~ responsible use of Osseo Area School District’s digital technologies, ~~digital systems,~~ digital security and ~~resources acceptable including and~~ safe use of the Internet and digital security.~~including electronic communications.~~
- II. General Statement of Policy
  - A. The school district provides students, ~~and~~ employees, and limited contractors with access to district digital technologies and digital systems including Internet access, in order to further educational and professional goals consistent with the policies and mission of the school district.
  - B. Use of district digital technology and Internet resources must support the curriculum and enhance student learning opportunities, support accurate and appropriate communication of school district information, or increase efficiency and effectiveness of school district work.
  - C. All electronic communication that is sent or received on the school district digital technology and digital systems is considered property of the school district.
  - D. The school district monitors online activities and operates technology protection measures that protect against access to unacceptable material through school district technologies and digital systems.
  - E. Ultimately, parents and guardians of minors are responsible for setting and conveying the standard that their children should follow when using technology and Internet resources. While the school district will monitor student technology and Internet uses as closely as possible, the school district cannot guarantee that students will not independently access technology and Internet resources.
  - F. The Superintendent or Superintendent’s designee will establish plans, procedures, and guidelines for technology asset management, cybersecurity, and internet safety.
- III. Definitions
  - A. Digital Systems- means systems to transmit and store electronic data. This includes but is not limited to the interconnected WAN (wide area network), LAN (local area network), internet, SIS (student information system), LMS (learning management system), FIS (finance information system), HRIS (human resource information system), and SAN (storage area network).
  - B. Digital Technology- means physical hardware or components that gather, transmit, or display digital media and/ or information. This includes but is not limited to computers, switches, phones, monitors, servers, digital displays, document cameras, security cameras, and access points.
  - C. Digital Resource- software, application, or web-based software utilized for teaching, learning, or district operations.
- IV. Guidelines for Responsible~~Acceptable~~ Use
  - A. School district employees will provide guidance and instruction to students in the responsible use of the Internet and other digital resources for educational and informal purposes that

enhance student learning such as research, instruction, collaboration, education projects and other support of the curriculum.

- B. The school district ~~is responsible for educating~~~~to will educate~~ students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.
- C. Users ~~are responsible for will~~ ~~using~~~~use~~ the Internet, digital technologies, digital systems, and digital resources for professional learning, teaching and learning, collaborative education projects, school district operations, and dissemination of school district information.
- D. School district employees may utilize district issued digital technology for incidental personal use.
- E. Users should engage with and share educational content that is appropriate for the school setting, fostering a positive and respectful environment by using language that is kind, respectful, and suitable for educational purposes, enhancing the learning experience for everyone.
- F. Users are encouraged to access and distribute materials that support and enrich the educational process, contributing to a safe and constructive online space by only sharing information and resources that promote safety, learning, and collaboration.
- G. Users should communicate in ways that are positive and inclusive, avoiding any content that may be harmful or disruptive by engaging in discussion and sharing materials that advocate respect, understanding, and diversity.
- H. Users are encouraged to share accurate and truthful information, fostering a trustworthy online community by communicating respectfully with others, avoiding any form of harassment or personal attacks.
- I. Users should engage in activities that are legal and align with local, state, and federal laws, promoting a lawful and ethical use of technology by protecting and respecting the property and information of others, ensuring that all interactions are lawful and ethical.
- J. Users are responsible for maintaining the integrity and security of the school district's digital systems by using them responsibly and reporting any security concerns immediately.
- K. Users are responsible for using technology in ways that support the smooth operations of the District's digital systems, contributing to a secure and efficient environment.
- L. Users are responsible for protecting their own and other's personal information, sharing it only when appropriate and with the proper consent.
- M. Users are responsible for engaging with digital resources ethically, ensuring all materials are used and shared legally respecting all applicable copyright laws.
- N. Users are responsible for using the District's digital systems to support the educational objectives, avoiding personal financial or commercial activities.
- O. Users are responsible for engaging in positive online behavior, refraining from bullying or cyberbullying, and promoting a safe and supportive digital environment.
- P. Users are responsible for ensuring that off-premise activities do not disrupt the educational or work environment.
- Q. If a user accidentally accessed inappropriate materials, they are responsible for reporting it immediately to a teacher, supervisor, or administrator to ensure a safe online environment.

## V. Security

- A. The District establishes data security classifications, implements procedural and electronic security controls, and maintains records regarding assigned security authorization. Data security measures apply to all users of school district digital systems and digital technologies.
- B. Access to school district digital systems is controlled by the use of unique credentials (usernames and passwords). Unique credentials are assigned to specific users and each user is responsible accountable for all actions occurring under their access credentials.
- C. Users are responsible for may not allow anyone else to use- keeping their credentials secure and not sharing with others to access the district digital technologies or digital systems.
- D. Users are responsible for not leaving their may not leave their user accounts logged in on an unattended district digital technology.
- E. ~~Users should not store credentials where others may access them. Users that suspect their account has been compromised must report it to the technology division and change their password as soon as possible. Users are responsible for immediately reporting to the Technology Division in a timely manner if they suspect their account has been compromised.~~
- F. Users are responsible to should immediately report to the Technology Division Department (i.e. within 24 hours if possible) when they believe that a digital technology under their control has been lost, stolen, compromised or significantly damaged.
- G. All acquisitions whether by purchase or otherwise of digital technologies or digital resources must be approved in advance by the Technology Division to assure functionality with district digital technologies and digital systems, comply with digital security standards, and meet legal data privacy requirements.
- H. User accounts will be disabled and users are required to return district issued digital technology to the district upon unenrollment or unemployment with the district.

## VI. Internet Safety

Under the Children's Internet Protection Act (CIPA), districts are required to restrict minors' access to Internet-based materials. The District has a licensed commercial~~licensed a commercial~~ Internet filtering package that meets or exceeds the CIPA requirements for student protection.

- A. With respect to any of its computers with Internet access, the school district is responsible for will monitoring monitor the online activities of both minors and adults and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will be designed to block or filter Internet access to any visual depictions that are:
  - 1. Obscene;
  - 2. Child pornography; or
  - 3. Harmful to minors.
- B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:
  - 1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or
  - 2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd

3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- C. Software filtering technology must be narrowly tailored and should not discriminate based on viewpoint.
- D. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.
- E. ~~The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.~~
- F. Internet content filtering tools do not guarantee inappropriate content from being accessed. The district will make best effort to prevent this content through a CIPA compliant content filter and establish a process to address content that inadvertently does not get filtered.

#### ~~VII. Prohibited Uses~~

- ~~A. The following uses of the school district system and Internet resources or accounts are considered unacceptable:~~
  - ~~1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit, or distribute:~~
    - ~~a) pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;~~
    - ~~b) obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;~~
    - ~~c) materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;~~
    - ~~d) information or materials that could cause damage or danger of disruption to the educational process;~~
    - ~~e) materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination;~~
    - ~~f) materials that promote harmful or illegal activities or behavior.~~
  - ~~2. Users will not use the school district system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.~~
  - ~~3. Users will not use the school district digital systems or technologies to engage in any illegal act or violate any local, state, or federal statute or law.~~
  - ~~4. Users will not use the school district digital system or technologies to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software, hardware, or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.~~

- ~~5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.~~
- ~~6. Employees will not use the school district's digital systems or technology to publicly post private educational or personnel data about a student, a district employee, or themselves including, but not limited to, addresses, telephone numbers, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable.
  - ~~a) This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education related purposes (i.e., communications with parents or other staff members related to students).~~
  - ~~b) Employees creating or posting school related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:
    - ~~(1) such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515 and related appendices; or~~
    - ~~(2) Such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515 and related appendices.~~
    - ~~(3) In addition, prior to posting any personal contact or personally identifiable information on a school related webpage, employees shall obtain written approval of the content of the postings from the building administrator.~~~~
  - ~~c) These prohibitions specifically prohibit a user from utilizing the school district system to post private information about a user or another individual on social media networks.~~~~
- ~~7. Students are prohibited from using the school district systems and technology in a manner that invades the privacy of others or compromises other users credentials. This includes but is not limited to disclosing private information such as addresses, telephone numbers, identification numbers, account numbers, access codes or passwords.~~
- ~~8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.~~
- ~~9. Users will not use the school district system for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use the school district digital systems or technologies to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.~~

~~10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district's Bullying Prohibition Policy—514 or Prohibition Against Discrimination, Harassment and Violence—Policy 413. This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.~~

~~11. Users may not use school district systems or technology to directly or indirectly advance or advocate against a ballot proposition or the election of any person to public office. This provision only applies to local, state or federal elections which are regulated under state or federal law.~~

~~B. — A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises or by use of personal digital technology also may be in violation of this policy as well as other school district policies. Examples of such violations include, but are not limited to, situations where the school district digital system or digital technologies are compromised or if such use creates a substantial disruption to the educational or work environment. If the school district receives a report of an unacceptable use originating from a non school computer or resource, the school district may investigate such reports. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.~~

~~C.VII. — If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to a teacher, advisor or principal (in the case of students) or to their immediate supervisor and/or the building administrator (in the case of a school district employee or other users).~~

## VIII. Privacy Expectations

- A. The school district maintains control of the materials on its digital systems and technologies. Users should not expect privacy in the contents of personal files on the school district digital systems and technologies. Files stored on district issued digital technology, resources computers and systemsservers should not be considered the private property of individuals and may be viewed by supervisory school employees or other authorized representatives of the district.
- B. Routine maintenance and monitoring of school district systems may lead to a discovery that a user has violated this policy, another school district policy, or the law.
- C. An individual investigation or search may be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.
- D. Parents have the right to request the termination of their child's individual account at any time.
- E. School district employees and students should be aware that the school district retains the right at any time to investigate or review the contents of their files and email files. In addition, school district employees and students should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure or discovery under Minn. Stat. Ch. 13 (the Minnesota Government Data Practices Act).
- F. The school district may contact and will cooperate with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district systems.

## IX. Social Media

The School Board recognizes the unique characteristics of online social media and/or networks. When social media are used in the classroom or for related school activities, teachers or the responsible employee must ensure compliance with applicable terms of the media site and adhere to all relevant District policies and procedures.

Users should be aware that the ~~responsible unacceptable~~ uses outlined in this policy as well as behavioral expectations identified in Osseo Area Schools policies apply to school related social media use.

To ensure that there are student curriculum materials and structured learning experiences that address proper social media use and general internet safety, the district will work with [library](#) media specialists and other staff members to create, modify, and continually review appropriate curriculum materials and learning experiences.

To assist employees with social media use and expectations, guidelines for employee use of online social media will be formulated from the superintendent or superintendent designee and provided to employees.

## X. Notification Regarding Technology Providers

### A. "Technology Provider" means a person who:

1. contracts with the school district, as part of a one-to-one program or otherwise, to provide a school-issued device for student use; and
2. creates, receives, or maintains educational data pursuant or incidental to a contract with the school district.

### B. "Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.

### C. Within 30 days of the start of each school year, the school district is responsible for providing parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data.

### D. The school district is responsible for providing parents and students an opportunity to inspect a complete copy of any contract with a technology provider.

### E. A contract between a technology provider and the school district must include requirements to ensure appropriate security safeguards for educational data. The contract must require that:

1. the technology provider's employees or contractors have access to educational data only if authorized; and
2. the technology provider's employees or contractors may be authorized to access educational data only if access is necessary to fulfill the official duties of the employee or contractor.

### F. All educational data created, received, maintained, or disseminated by a technology provider pursuant or incidental to a contract with a public educational agency or institution are not the technology provider's property.

## XI. School-Issued Devices

- A. "School-issued device" means hardware or software that the school district, acting independently or with a technology provider, provides to an individual student for that student's dedicated personal use. A school-issued device includes a device issued through a one-to-one program.
- B. The school district respects student privacy and will not electronically access or monitor, except for permitted circumstances:
  - 1. any location-tracking feature of a school-issued device;
  - 2. any audio or visual recording or transmitting features of a school-issued device; or
  - 3. Student interactions with the device, such as keystrokes and web-browsing activity.
- C. The school district or technology provider may only access or monitor the device under specific permitted circumstances:
  - 1. Educational Purposes: For instruction, technical support, or exam proctoring by authorized personnel, with prior notice given to the student.
  - 2. Judicial Orders: If required by a judicial warrant.
  - 3. Missing or Stolen Devices: If the device is reported missing or stolen.
  - 4. Emergency Situations: To respond to an imminent threat to life or safety, with access limited to addressing the threat.
  - 5. Legal Compliance: To comply with federal or state laws.
  - 6. Funding Programs: To participate in federal or state funding programs, such as the E-Rate program.
- D. If the school district or technology provider must access the device due to an emergency (as described in point 4 above), they will notify the student or their parent within 72 hours, explaining what features were accessed and the nature of the threat. If notifying immediately would pose a danger, the notice will be given within 72 hours after the threat has passed.

XII. Limit on screen time for children in Preschool and Kindergarten  
A child in a publicly funded preschool or kindergarten program may not use an individual-use screen, such as a tablet, smartphone, or other digital media, without engagement from a teacher or other students. This section does not apply to a child for whom the school has an individualized family service plan, an individualized education program, or a 504 plan in effect.

~~XIII.~~ Limitations on school district liability  
 The district assumes no responsibility for any loss or corruption of data resulting from the use of district digital technologies and digital systems. The school district will not be responsible for financial obligations arising through unauthorized use of the school district digital systems, digital technologies, or digital resources.

~~XI.~~ XIV. Consequences for Violation of Policy  
 Users who use district digital technologies, digital systems, or digital resources in violation of this policy are subject to discipline including but not limited to revoked access, suspension, expulsion, and termination of employment.

~~XII.~~ XV. User Notification  
 All users shall be notified of the policies related to the use of district digital resources, technologies, and systems.

Revised 04/16/2019  
Revised: 07/29/2014  
Revised: 01/08/2013  
Revised 11/27/2012  
Revised: 5/2/06  
Revised: 10/15/2002  
Adopted: 5/4/99 (formerly Policy 4132 & 4232)  
Adopted 04/15/97

***Cross Reference:***

Policy 652 – Instructional Materials Selection and Production  
[Policy XXX- Discipline, Suspension, and Dismissal of School District Employees](#)  
[Policy XXX- Student Discipline](#)  
[Policy XXX- Bullying Prohibition Policy](#)  
[Policy XXX- Protection and Privacy of Pupil Records](#)  
[Policy XXX- Public and Private Personnel Data](#)

***Legal References:***

[Minn. Stat. Ch. 13 \(Minnesota Government Data Practices Act\)](#)  
[Minn. Stat. § 13.32 \(Educational Data\)](#)  
[Minn. Stat. § 121A.031 \(School Student Bullying Policy\)](#)  
[Minn. Stat. § 124D.166 \(Limit on Screen Time for Children in Preschool and Kindergarten\)](#)  
17 U.S.C. 101 et seq. (Copyrights)  
15 U.S.C. 6501 et seq. Children’s Internet Protection Act of 2000 (CIPA)  
47 U.S.C. 254 47 C.F.R. 54.250 (FCC rules implementing CIPA)  
Title III of the Elementary and Secondary Education Act of 1965, 20 U.S.C. 1601, et seq., as amended  
Minn. Stat. § 125B.15 United States v. American Library Association, 123 S. Ct. 2297 (2003)

## **POLICY 640 – CLASS SIZE AND STUDENT-TEACHER STAFFING RATIO**

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Schools will be organized as efficiently as possible using a teacher staffing ratio 31.99 based on those instructional positions detailed in Procedure 640 – Class Size and Student-Teacher Staffing Ratio and dependent on the financial ability of the District.

Proposed for Repeal

### ***Adopted/Revised***

Adopted: 5/15/01 (formerly Policy 6212)

Revised: 2/17/98

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## **POLICY 652 - INSTRUCTIONAL AND LIBRARY MATERIALS SELECTION, PRODUCTION AND REEVALUATION**

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### I. PURPOSE

The purpose of this policy is to provide direction for selection and reconsideration of ~~textbooks and~~ instructional and library materials.

### II. GENERAL STATEMENT

The School Board requires that instructional and library materials be selected ~~/produced~~ in support of the district mission (Policy 104 – School District Mission Statement). The School Board recognizes that instructional and library materials serve a vital component of a student’s education. Instructional materials are critical to the school district’s curriculum. Library materials enrich the breadth of the curriculum as a whole and meet the needs and interests of individual students.

The School Board delegates the responsibility for developing and managing a process for selection ~~/production~~ of instructional and library materials to the Superintendent and his/her designees.

### III. DEFINITION OF INSTRUCTIONAL MATERIALS

~~In general, instructional materials are defined as those items which are read, listened to, viewed, observed, manipulated, or experienced by students as part of the instructional process. They may be consumable or non-consumable and may vary greatly in the kind of student response they generate.~~

A. “Instructional materials” are those items which are read, listened to, viewed, observed, manipulated, or experienced by students as part of the instructional process. They may be consumable or non-consumable and may vary greatly in the kind of student response they generate.

B. “Library collection” consists of the library materials made available to students and staff.

C. “Library materials” are the books, periodicals, newspapers, manuscripts, films, prints, documents, videotapes, subscription content, electronic and digital materials (including e-books, audiobooks, and databases), and related items made available to students in a school building or through access to electronic materials. This term does not include materials made available to students as part of the curriculum.

### IV. PURPOSES FOR SELECTION AND PRODUCTION OF MATERIALS

In reviewing ~~textbooks and~~ instructional materials during the selection process, the professional staff will select materials which:

- A. support the goals and objectives of the education programs;
- B. consider the needs, age, and maturity of students;
- C. foster recognition, respect or understanding of cultural diversity and varied opinion;
- D. fit within the constraints of the school district budget;
- E. are in the English language unless otherwise necessary to support goals and objectives of an educational program or as appropriate to support and instruct English Learners pursuant to Minn. Stat. §124D.58 to §124D.65;
- F. permit grade level instruction for students to read and study America’s founding documents, including documents that contributed to the foundation or maintenance of America’s representative form of limited government, the Bill of Rights, our free-market economic system, and patriotism as required by Minn. Stat. §120B.235; and
- G. do not censor or restrain instruction in American or Minnesota state history or heritage based on religious references in original source documents, writings,

speeches, proclamations, or records as required by Minn. Stat. §120B.235.

V. PURPOSES FOR SELECTION OF LIBRARY MATERIALS

The library materials selection process should result in a library collection that, when considered as a whole, is consistent with the following criteria:

- A. Library materials shall support and be consistent with the general educational goals of the state and the district and the aims and objectives of individual schools and specific courses;
- B. Library materials shall be chosen to enrich and support the curriculum as well as to promote independent reading by responding to the personal needs and interests of student users;
- C. Library materials shall not be excluded because of the race, nationality, religion, sex, gender, or political views of the writer.
- D. Library materials shall not be banned, removed, or access restricted based solely on its viewpoint or the messages, ideas, or opinions expressed pursuant to Minn. Stat. 134.51.
- E. Library materials shall be appropriate to and reflect the needs, ages, maturity level, emotional development, ability levels, learning styles, social development, background, diversity, and needs and interests of the students for whom the materials were selected;
- F. Library materials shall meet high standards of quality in one or more of these categories (presented alphabetically):
  - 1. Artistic quality and/or literary style;
  - 2. Authenticity;
  - 3. Critical thinking;
  - 4. Educational significance;
  - 5. Factual content;
  - 6. High interest for intended audience; and
  - 7. Readability
- G. The selection of library materials shall conform to the constraints of the school district budget.

VI. INDIVIDUAL STUDENT ACCESS TO SPECIFIC LIBRARY MATERIALS

A parent or guardian may request that access to specific material in the library materials collection be restricted from their student. The school shall take reasonable steps to fulfill this request. This type of request will not result in removal of specific library collection material from the library or restrictions upon any other student accessing specific library materials.

VII. RESPONSIBILITY OF PRINCIPAL TO ENSURE PROPER USE

The Principal is responsible to ensure that instructional and library materials are used at the building in concordance with curricular goals and, if selected at the site, are developmentally appropriate for the students. This responsibility applies regardless of whether the materials are presented by teachers, parents, students, community members, guest speakers, or other persons. (See also Policy 924 – School Volunteers and Policy 644 – Community Resource Persons.)

VIII. REEVALUATION OF INSTRUCTIONAL MATERIALS

- A. District residents, students, ~~parents and guardians of a district student, and~~ employees have the right to express concern or objection relative to the appropriateness or acceptability of instructional and library materials.

- B. Specific curricular outcomes or assessments developed by a formal building or District process, while not ordinarily considered instructional materials, would, if challenged, be subject to the same reevaluation procedures as core/supplementary instructional materials.
- C. The School Board delegates the responsibility for developing and managing a process for reevaluation of instructional materials to the superintendent and his/her designees.

Revised

Revised 1/15/19

Adopted 12/2/03 (formerly Policy 6410)

*Policy 6410*

Revised 5/17/94

Revised 10/15/85

Adopted 9/1/81

***Legal References:***

Public Law 94-553 – copyright

Minn. Stat. §120A.22, Subd. 9

Minn. Stat. §20B.235

Minn. Stat. §123B.02

Minn. Stat. §124D.58 to 124D.65

[Minn. Stat. §134.51](#)

***Cross References:***

Policy 104 – School District Mission Statement

Policy 644 – Community Resource Persons

Policy 924 – School Volunteers

## PROCEDURE 652A – INSTRUCTIONAL AND LIBRARY MATERIALS SELECTION ~~AND PRODUCTION~~

### I. GENERAL STATEMENT

The purpose of this procedure is to regulate the selection ~~and production~~ of instructional and library materials so that they conform to Policy 652 – Instructional Materials Selection ~~and Production~~.

- A. General criteria for the selection ~~and/or production~~ of any and all instructional and library materials.
  1. Instructional and library materials must be evaluated on the basis of the purposes for selection ~~and production~~ set forth in Policy 652 – Instructional and Library Materials Selection ~~and Production~~, as well as the following criteria:
    - a. Instructional and library materials will have favorable recommendations based on examination by district instructional personnel, or
    - b. Instructional and library materials will have favorable reviews found in standard review sources.
    - c. Instructional and library materials will contain accurate information except in those cases when inaccuracy is needed because the purpose of the material is aimed at teaching critical thinking skills, teaching about propaganda, or developing an awareness of a factual, historical context.
    - d. Instructional and library materials will be of high technical quality, except in those cases when the material is of less technical quality because it is a primary resource material or a facsimile of the same.
    - e. Instructional and library materials will have a cost commensurate with their value and/or level of need.
    - f. Instructional and library materials will be judged on the basis of both strengths and weaknesses and the relative influences those strengths and weaknesses may have upon the development of knowledge, skills, and attitudes by students.
  2. Instructional and library materials offered as gifts will be considered using the same criteria as purchased materials.
  3. Instructional and library materials will conform to the provisions of current copyright law, Public Law 94-553.
- B. Distinction Between Two Classes of Instructional Materials
  1. Core/supplementary instructional materials  
Core/supplementary instructional materials are defined as those instructional materials which are selected to:
    - a. Match a specific course of study and/or specific outcomes.
    - b. Be used as the main instructional materials for that course of study or outcomes.
  2. ~~Media collection instructional~~ Library materials.  
~~Media collection instructional~~ Library materials are defined as those materials which:
    - a. Have content which falls within a general curricular topic, and/or
    - b. Offer a fictional or non-fictional source for reference, and
    - c. Are readily available to students and staff ~~through Instructional Media and Technology~~.
- C. Process and criteria for selecting core/supplementary instructional materials.
  1. District-level Selection

- a. District-level core/supplementary instructional materials must be targeted for evaluation and selected as a result of the District's instructional program improvement process which includes recommendations by and approval by the Director of Curriculum, Instruction, and Educational Standards Learning and Achievement.
  - b. Prior to selecting core/supplementary instructional materials, a Materials Review Plan must be implemented in accordance with the District's Program Improvement Plan Process Guide. The Materials Review Plan is to include opportunity for review and input by teachers, Principals, and parents/community through the District Planning Advisory Council (DPAC), the Human Sexuality Advisory Committee (human sexuality and sexually transmitted infections education).
2. Building-level Selection
- Buildings and individual teachers may select supplementary materials for purposes such as motivating students or extending practice as long as those materials are consistent with the District's instructional goals and the District's scope and sequence for the subject area.

~~D. Process and criteria for producing core/supplementary instructional materials~~

~~1. District-level Production~~

- ~~a. Core/supplementary instructional materials may be targeted for production through the District's program improvement process which includes recommendations by various stakeholders and approval by the Director of Curriculum, Instruction, and Educational Standards~~
- ~~b. Core/supplementary instructional materials may be produced if the materials would be:~~
  - ~~1) Potentially more effective than commercially produced instructional materials and/or~~
  - ~~2) More efficient and financially viable than commercially produced materials, and/or~~
  - ~~3) More readily available because no such commercial materials are being produced or because of time constraints, and/or~~
  - ~~4) More accurate than currently available commercial materials, and/or~~
  - ~~5) More representative of the community.~~

~~2. Building-level Production~~

- ~~a. It is appropriate for supplementary materials to be produced at the building or teacher level for purposes such as:~~
  - ~~1) Special projects or units as long as those units are consistent with the District's instructional goals, and for purposes such as~~
  - ~~2) Motivating students or extending practice opportunities as long as those materials are consistent with the District's curriculum for the subject area.~~
- ~~b. If those materials would be:~~
  - ~~1) Potentially more effective than commercially produced materials, and/or~~
  - ~~2) More efficient and financially viable than commercially produced materials, and/or~~
  - ~~3) More readily available because no such commercial materials are being produced or because of time constraints, and/or~~
  - ~~4) More accurate than currently available commercial materials, and/or~~
  - ~~5) More representative of the community.~~

~~DE. Process and criteria for selecting media collection instructional library materials.~~

1. Except in unusual circumstances, ~~instructional-library~~ materials must be recommended in standard review sources or previewed before purchase. Prior to purchase, ~~Licensed-Library~~ Media Specialists will:
  - a. assess the completeness of the existing collection relative to curriculum topics and instructional needs;
  - b. assess curriculum and instructional needs as expressed by licensed instructional staff in the building;
  - c. consult with the Coordinator of Digital Learning and Instructional Media before selecting materials when they need advice relative to the purpose and/or appropriateness of the materials.

Revised

Revised 1/15/19

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*Procedure 6410*

Revised 5/17/94

Revised 10/15/85

Adopted 9/1/81

***Legal References***

Public Law 94-553: copyright

[Minn. Stat. § 134.51](#)

***Cross References***

Policy 104-School District Mission Statement

Policy 644-Community Resource Persons

Policy 648-Instructional Programs

Policy 652-Instructional Materials Selection, Production and Reevaluation

Policy 924-School Volunteers

## **Procedure 652B – INSTRUCTIONAL AND LIBRARY MATERIALS REEVALUATION**

### I. GENERAL STATEMENT

A. The purpose of this procedure is to provide a fair and reasonable system for reevaluating instructional and library materials which have been challenged by District ~~residents, students-~~  
~~or employees~~ students, parents or guardians of a student, employees or residents.

### B. Distinction Between Two Classes of Instructional Materials

#### 1. Core/supplementary instructional materials

Core/supplementary instructional materials are defined as those instructional materials which are selected to:

- a. Match a specific course of study and/or specific outcomes, and
- b. Be used as the main instructional materials for that course of study or outcomes.

#### 2. ~~Media collection instructional~~ Library materials

~~Media collection instructional~~ Library materials are defined as those materials which:

- a. Have content which falls within a general curricular topic, and/or
- b. Offer a fictional or non-fictional source for reference, and
- c. Are readily available to students and staff ~~through Media and Technology Services.~~

### II. CRITERIA FOR WITHDRAWAL OF INSTRUCTIONAL AND LIBRARY MATERIALS

Instructional and library materials which have been selected, acquired, and used may be withdrawn from use because the materials are no longer consistent with Policy 652 – Instructional and Library Materials Selection ~~and Production~~, have become outdated or inaccurate, have become worn or dangerous, have been replaced by a more recent selection, or have been challenged, reevaluated, and deemed inappropriate according to the reconsideration procedures.

### III. PROCESS AND CRITERIA FOR REEVALUATION OF INSTRUCTIONAL AND LIBRARY MATERIALS WHICH HAVE COME UNDER CHALLENGE

The following process for reevaluation of instructional materials is provided for use by District ~~-~~  
~~residents, students, and employees~~ students, parents or guardians of a student, employees or residents.

#### A. Informal Procedures

##### 1. Initiating the challenge

- a. When challenges are presented, the staff member receiving the challenge should first determine if Policy 641 - Alternative Instruction applies rather than Policy 652 ~~4~~  
~~-Instructional~~ and Library Materials Reevaluation.
- b. Challenges are initiated at the building level.

##### 2. Initiating the challenge at the building level.

- a. The person initiating the challenge should communicate with the teacher and/or ~~Licensed Library~~ Media Specialist, whichever is appropriate.
- b. Each challenge will be dealt with in a courteous and confidential manner.
- c. An informal resolution is defined as a condition in which:
  - 1) Both parties agree to accept the materials as currently used, or
  - 2) The person initiating the challenge does not accept the current use but chooses not to pursue the matter further, or
  - 3) Application of Policy 641 - Alternative Instruction-provides an appropriate remedy,  
or  
3)4) After consultation with the Director of Learning & Achievement, the Director of Educational Equity, and the Coordinator of Digital Learning a decision is made to remove the material.-
- d. If the challenge is not resolved informally with the teacher or ~~Licensed Library~~ Media Specialist, the person initiating the challenge will contact the building Principal. If the challenge still cannot be resolved informally, then the building Principal will invite the

person who is initiating the challenge to complete and submit a Request for Reevaluation Form, (see [Procedure 652 Appendix A Request for Reevaluation Form](#)).

- e. Upon submission of the [Request for Reevaluation Form](#) to the Principal, the challenge will be defined as formal and the process for formal challenges will be initiated ~~at the appropriate level~~. The Principal will notify the Coordinator of Digital Learning and Instructional Media.

## B. Formal Procedures

### 1. Reevaluation committees

#### ~~a. Building level~~

- ~~1) Each building Principal will identify a building level reevaluation committee and a chairperson of that committee. That committee will address any formal building level challenges received that year.~~
- ~~2) Committee composition~~
  - ~~a) One parent/guardian appointed by the Principal to serve as chairperson.~~
  - ~~b) One Licensed Media Specialist, not currently assigned to the building, appointed by the Principal with the assistance of the Coordinator of Digital Learning and Instructional Media.~~
  - ~~c) Two teachers from the building appointed by the Principal.~~
  - ~~d) Two parents/guardians appointed by the PTO/PTA/Site Council, or other formal parent committee.~~

#### ~~b. District level~~

- 1) The Coordinator of Digital Learning and Instructional Media will identify a ~~District level~~ reevaluation committee and a chairperson of that committee. That committee will address any ~~appeals of formal building level challenges as well as any formal District level core/supplementary challenges~~ received that year.
- 2) Committee composition
  - a) One building Principal or Assistant Principal appointed by the representative principals' organization.
  - b) One ~~elementary~~ teacher, at the level (elementary or secondary) the challenge was raised, appointed by the representative teachers' organization.
  - ~~c) One secondary teacher appointed by the representative teachers' organization.~~
  - ~~d) One~~ One Coordinator appointed by the Director of ~~Curriculum and Educational Standards Learning and Achievement~~.
  - ~~e) One~~ One ~~Library~~ Licensed Media Specialist appointed by the Coordinator of Digital Learning and Instructional Media.
  - ~~f) One student from each high school appointed by the student council or other organization as designated~~ by the Principal.
  - ~~g) Three~~ Four ~~district~~ parents/guardians of a student or residents who are members of formal district committees. ~~will be identified from among building PTO/PTA/Site Council members or members of other formal parent committees.~~ The Coordinator of Digital Learning and Instructional Media will appoint one of the ~~three resident~~/parent/guardian members to serve as chairperson of the ~~district level~~ reevaluation committee.

#### ~~e.b.~~ Temporary Replacement of Reevaluation Committee Member

- 1) If a member of a reevaluation committee:
  - a) Is the initiator of the challenge being addressed, or
  - ~~b) Was a presenter/participant in the deliberations of the building level committee that previously addressed the challenge, or~~
  - ~~e)b) Is the Principal of the building where the challenge is initiated from was previously heard by a building level committee, or~~
  - ~~d)c) Is the licensed teacher or Licensed Library Media Specialist, whichever applies, involved in the challenge in the building where the challenge was previously heard by a building level committee, or~~
  - ~~e)d) Is the Coordinator for the area addressed in a challenge to District level core/supplementary instructional materials, or~~
  - e) Is unable to schedule attendance at both the initial and final meetings attend

- the reevaluation meeting,
- f) then that member must be replaced on the reevaluation committee while the committee is addressing that challenge.

2) Replacement Procedure

If a committee member must be replaced in accordance with be.1, above, then the replacement procedure must be as neutral as possible, involving random drawing if applicable.

~~d.c.~~ Meeting structure

- 1) Reevaluation committees may set procedural rules such as a time limit on presentations, order of presentations, and number of presentations.
- 2) In the event a reevaluation committee receives multiple challenges, either simultaneously or overlapping, the Committee will determine the order in which they will be addressed, providing priority to student and parent/guardian challenges. While the Committee needs to address the challenges in as timely a manner as possible, the committee may extend the ~~two-week and~~ four-week timeline requirements listed under the formal procedures of this Procedure 652 – Instructional and Library Materials Reevaluation. ~~Neither the District nor individual buildings will~~ may not establish additional committees.

~~e.d.~~ Level of Authority and Voting

- ~~1) Building-level reevaluation committees make decisions in response to challenges to media-collection instructional materials used in their buildings or to supplementary instructional materials identified by and used in their buildings. The decisions of a building-level committee may be communicated to but are not binding on other buildings in the District.~~
- ~~2) 1) The District-level reevaluation committee:~~
  - ~~a) Makes decisions in response to challenges, appeals of building-level reevaluation committee decisions.~~
  - ~~a) b) These decisions of the reevaluation committee are binding on all upon the building from which the challenge was generated and may be communicated to, but are not binding upon other buildings elementary or secondary schools, as applicable, in the District.~~
  - ~~b) Makes decisions in response to challenges to District-level supplementary instructional materials.~~
- ~~3) 2) Reevaluation committee decisions are rendered by a majority vote. A tie vote maintains the status quo. Voting is by closed ballot.~~

~~f.~~ Identification of type and level of instructional materials.

- ~~1) Upon receipt of the Request for Reevaluation Form (Appendix A), the Principal determines if the challenged materials are:~~
  - ~~a) Core/supplementary or media-collection instructional materials.~~
  - ~~b) Building-level or District-level instructional materials.~~
- ~~2) All challenges to media-collection materials are first addressed by the building-level reevaluation committee.~~
- ~~3) All challenges to building-level supplementary instructional materials are first addressed by the building-level reevaluation committee.~~
- ~~4) All challenges to district-level core/supplementary instructional materials are first addressed by the district-level reevaluation committee.~~

~~g.~~ Building-level formal procedures

- ~~1) If the challenged materials have been identified as media-collection or building-level core/supplementary instructional materials, within a period of one week (7-days) of the formal challenge, the Principal will distribute copies of the submitted Request for Reevaluation Form to:~~
  - ~~a) The chairperson of the building-level reevaluation committee,~~
  - ~~b) The licensed teacher or Licensed Media Specialist,~~
  - ~~c) The Coordinator of Digital Learning and Instructional Media, and~~

- d) ~~The Assistant Superintendents of Leadership, Teaching, and Learning.~~
- 2) ~~Use of challenged core/supplementary instructional materials must continue during the formal reevaluation process.~~
- 3) ~~Availability of media collection instructional materials must continue during the formal reevaluation process.~~
- 4) ~~The chairperson of the building-level reevaluation committee:~~
  - a) ~~Will notify committee members of the challenge and set up a meeting within two weeks of the formal challenge.~~
  - b) ~~Will invite the teacher(s) and/or Licensed Media Specialist involved to the meeting.~~
  - c) ~~Will invite the person initiating the challenge to the meeting.~~
  - d) ~~Will provide an opportunity for the Committee to hear the views of the person bringing the challenge as well as the rationales for use from the Principal and licensed teacher(s) and/or Licensed Media Specialist.~~
  - e) ~~May ask that reviews of the materials be provided by the licensed staff.~~
  - f) ~~May arrange for testimony from experts/ authorities on the subject.~~
- 5) ~~The building-level reevaluation committee:~~
  - a) ~~Will meet to review the challenge and receive the challenged materials for examination. Will review the purposes set in Policy 652 – Instructional Materials Selection and Production, and its accompanying procedures, identify the objection, and hear testimony, if necessary.~~
  - b) ~~Will examine the materials in their entirety.~~
  - c) ~~May check general acceptance of the materials.~~
  - d) ~~Will judge relative values and faults of the challenged materials and form opinions.~~
  - e) ~~Will make a decision within four weeks in an open meeting (a minimum of four members, including the chairperson, must be present for a final decision).~~
  - f) ~~Will prepare a report of the Committee's decision immediately upon a decision.~~
  - g) ~~Will send a copy of the report to the person initiating the challenge, including instructions as to how to proceed if the initiator is dissatisfied with the building-level committee's decision.~~
  - h) ~~Will send a copy of the report to the Assistant Superintendents of Leadership, Teaching, and Learning, and the Coordinator.~~
  - i) ~~Will maintain a file including the Request for Reevaluation, any written documentation presented or examined, and the report of the Committee's decision.~~
  - j) ~~Will forward the file maintained to the chairperson of the district-level committee if the decision of the building-level committee is appealed.~~
- 6) ~~Instructional materials challenged at the building-level for particular reasons may not be challenged on the basis of those same reasons for a period of one year in that building.~~
- 7) ~~If either the challenger or the person or committee that originally selected or locally produced the material is not satisfied with the decision of the building-level committee, referral may be made to the district-level reevaluation committee by submitting the Request for Reevaluation Form (Appendix A) to the Coordinator. The District-level formal procedures for reevaluation are then applied.~~

~~h.e.~~ District-level formal procedures

- 1) District staff shall respond to communication from the person initiating the challenge within two business days.
- 1)2) ~~If the challenged materials have been identified as district-level core/supplementary instructional materials or if the decision of a building-level reevaluation committee is being appealed,~~ the Coordinator, will distribute copies of the submitted Request for Reevaluation Form to:
  - a) The chairperson of the district-level reevaluation committee,
  - b) The Assistant Superintendents of Leadership, Teaching, and Learning,
  - c) The Director of Curriculum and Educational Standards Learning and Achievement, and

- ~~d) The Coordinator of Digital Learning and Instructional Media:~~
- 2)3) Use of challenged core/supplementary instructional materials must continue during the formal reevaluation process.
- 3)4) Availability of ~~media collection instructional~~ library materials must continue during the formal reevaluation process.
- 4)5) The chairperson of the ~~District-level~~ reevaluation committee:
- Will notify committee members of the challenge and set up a meeting within ~~two~~ four weeks of the formal challenge.
  - Will invite the building Principal, the teacher(s) and/or Licensed-Library Media Specialist to the meeting.
  - Will invite the person initiating the challenge to the meeting.
  - Will, in the case of district-level core/supplementary instructional materials, invite the appropriate Curriculum Specialist or Program Coordinator to the meeting.
  - Will provide an opportunity for the committee to hear the views of the person bringing the challenge, as well as the rationale for use from the building Principal, licensed teacher(s) and/or Library Media Specialist, and/or Curriculum Specialist/ Program Coordinator. The person bringing the challenge will be provided the option to speak first or last.
  - May ask that reviews of the materials be provided by the licensed staff.
  - May arrange for testimony from experts/ authorities on the subject.
- 5)6) The ~~District-level~~ reevaluation committee:
- Will meet to receive and review the challenged materials for examination.
  - Will review the purposes set in Policy 652 – Instructional and Library Materials Selection ~~and Production~~, and its accompanying procedures, identify the objection, and hear testimony, if necessary.
  - ~~Will review the file of the building-level reevaluation committee, if the challenge is an appeal of a building-level committee decision.~~
  - ~~c)~~ c) Will examine the materials in their entirety.
  - ~~d)~~ d) May check general acceptance of the materials. Will judge relative values and faults of the challenged materials and form opinions.
  - ~~e)~~ e) Will make a decision within four weeks in an open meeting (a ~~minimum~~ majority of seven-committee members, including the chairperson, must be present for a final decision).
  - ~~f)~~ f) A notetaker will be assigned for the meeting, and such notes will be used to prepare a report of the committee's decision immediately upon a decision.
  - ~~g)~~ g) Will send a copy of the report to the person initiating the challenge, including instructions as to how to appeal if the initiator is dissatisfied with the district-level committee's decision.
  - ~~Will send a copy of the report to the principal of the building from which a decision has been appealed to the District committee.~~
  - ~~h)~~ h) Will send a copy of the report to the Assistant Superintendents ~~of Leadership, Teaching, and Learning~~, the Coordinator, and the Director of Curriculum and Educational Standards Learning and Achievement,
  - ~~k)~~ k) Will maintain a file including ~~the building-level file where appropriate~~, the Request for Reevaluation, any written documentation presented or examined, and the report of the committee's decision.
  - ~~l)~~ l) Will forward the file maintained to the Superintendent if the decision of the ~~district-level~~ reevaluation committee is appealed.
- 6)7) Instructional and library materials ~~challenged at the district-level for particular reasons~~ may not be subject to additional requests for reevaluation for three years following the date of the final resolution of the initial Request for Reevaluation ~~challenged on the basis of those same reasons for a period of one year.~~
- 7)8) If either the challenger or the person or committee that originally selected ~~or locally produced~~ the material is not satisfied with the decision of the ~~district-level~~ reevaluation committee, the decision rendered may be appealed to the School Board by submitting the Procedure 652 Request for Reevaluation Form ~~(Appendix A)~~ to the Superintendent within five business days of the ~~district-level~~ reevaluation committee decision.

- a) If the challenge is properly appealed, the School Board will consider the merits of the appeal ~~within twenty days after receipt~~at the next regular school board meeting if that meeting is at least three weeks away.
- b) At the option of the School Board, a committee or representative(s) of the Board may be designated by the Board to hear the appeal at this level and report its findings and recommendations in writing to the full Board.
- c) If a committee is formed or if the full Board hears the merits of the appeal at its regular meeting, then the committee or Board ~~it~~ must review the documentation collected as part of the district-level deliberation. ~~It~~They may hear oral statements by the challenging party and a representative of the district-level reevaluation committee.

Revised

Revised 1/15/19

Adopted 12/2/03 (Formerly Procedure 6410 Appendix B)

*Procedure 6410 Appendix B*

Revised 5/17/94

Revised 10/15/85

Adopted 9/1/81

**Cross References**

Policy 652-Instructional Materials Selection and Production

Policy 641-Alternative Instruction

**Legal References**

Public Law 94-553: copyright

[Minn. Stat. §134.51](#)

## **Procedure 652 – REQUEST FOR REEVALUATION FORM**

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The Osseo Area Schools school board adopted Policy 652 Instructional and Library Materials Selection and Reevaluation, under which the school board delegated responsibility for selection and evaluation of library materials to school district staff. This policy establishes procedures (652B) for formal reconsideration of specific library collection material.

A district student, a parent or guardian of a school district student, employee or resident may request reconsideration of specific library material on the basis of appropriateness.

A requestor has the option to request Formal Reconsideration if the informal process set forth in Policy 652 has not resolved the matter.

The first step in the Formal Reconsideration process is submission of a fully completed Formal Request for Reconsideration form. A separate form must be completed in full for each library material item for which formal reconsideration is requested.

If you wish to request formal reconsideration of specific library material, please return a completed form to:

Andi Bodeau, Coordinator of Digital Learning and Instructional Media: bodeaua@district279.org

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**Date**

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**Name of Requestor**

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**Address**

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**Phone**

**Email**

**Type of Library Material** (please check)

Book (e-book)	
Movie	
Magazine	
Database	
Newspaper	

Audio Recording	
Digital Resource	
App	
Streaming Media	
Other	

**Title:** \_\_\_\_\_

**Author/Producer:** \_\_\_\_\_

**Please explain the concern you have concerning this Library Material.**

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**Please explain the circumstances that brought this Library Material to your attention.**

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**Have you examined the entire Library Material? If not, please identify the sections you reviewed.**

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**Please identify resources that may provide additional information and/or other viewpoints regarding this Library Material.**

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**Please set forth the ways in which you believe this Library Material does not comply with the selection objectives and criteria set forth in Policy 606.5**

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**Please set forth the resolution that you seek.**

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## **Guidelines for Audience Members during an Instructional Materials Reevaluation**

1. **Preparation and Review:** Committee members will thoroughly review the challenged book, including its content, themes, and any relevant materials such as reviews or summaries.
2. **Committee Discussion:** Committee members should engage in open and respectful discussion regarding the merits of the challenged book, considering factors such as educational value, literary quality, and appropriateness for the intended audience.
3. **Focus on Policy and Guidelines:** Committee members should base their decision on established school policies and guidelines for book selection and removal, rather than personal opinions or beliefs.
4. **Question and Answer Period:** Committee members should reserve questions or comments for the challenger or ISD 279 representative for their designated question and answer period. This ensures a structured and fair opportunity for all parties to present their viewpoints. Questions and comments should focus on the library material and never about another individual. If an individual has offered personal information and you have a follow up question that is relevant to the substance of the library material, first ask permission from that individual to ask the question and honor their answer whether yes or no.
5. **Respectful Conduct:** Committee members should conduct themselves with professionalism and respect towards all parties involved, including the challenger, ISD 279 representative, fellow committee members, and ISD 279 staff.
6. **Evidence-Based Decision Making:** Committee members should base their decision on evidence and facts rather than hearsay or conjecture. Any concerns or objections raised should be supported by specific examples or evidence from the challenged book.
7. **Definitions:** If there are categories of words or phrases that are a part of the discussion, such as how to define pornographic, appropriate, sexually explicit, pedagogical, the Meriam Webster online dictionary will be used.
8. **Confidentiality:** While the meeting is open to the public, we want to recognize that individuals may share sensitive information and we want to treat that information respectfully. To that end, Committee members will maintain the confidentiality of discussions and deliberations within the committee, refraining from disclosing sensitive information outside of the proceedings.
9. **Independence and Impartiality:** Committee members will approach the decision-making process with independence and impartiality.
10. **Audience Interaction:** Committee members will refrain from addressing the audience or providing materials to them during the meeting. The focus should remain on the deliberations within the committee.

11. Final Decision: After thorough discussion and consideration, committee members will reach a decision based on consensus or established procedures outlined in 652 Procedure B. The committee's decision is final and will be communicated respectfully and transparently to the parties required in 652 Procedure B.

By adhering to these guidelines, committee members can ensure a fair, transparent, and evidence-based process for considering whether to remove a book from the school library, while also upholding the principles of professionalism and respect for all stakeholders involved.

### **Guidelines for Audience Members during an Instructional Materials Reevaluation**

The purpose of the instructional materials evaluation committee is to carry out the business of the school district as outlined in Policy and Procedure 652. It is not a public meeting, but a meeting held in public and open to the public. As such these meetings do not include an opportunity for audience members to address the committee.

1. **Non-Interference:** Observers will refrain from interrupting or interfering with the proceedings of the committee. They are there to observe only and should not attempt to influence the committee's decision-making process.
2. **Silent Observation:** Observers will maintain silence throughout the proceedings, unless invited to speak by the Chair. This includes refraining from displaying signage, making gestures, facial expressions, or other non-verbal cues that could disrupt the meeting.
3. **No Recording:** Observers are not permitted to record audio, video, or take photographs during the meeting without explicit permission from the Chair, district staff, and all individuals present. This is to promote full engagement and protect the privacy of all participants.
4. **Respectful Conduct:** Observers must conduct themselves with respect towards all participants, including committee members, ISD 279 staff, and fellow observers. Disruptive or disrespectful behavior will not be tolerated and may result in removal from the proceedings.
5. **Confidentiality:** While the meeting is open to the public, we want to recognize that individuals may share sensitive information and we want to treat that information respectfully. To that end we request that observers maintain the confidentiality of the discussions and deliberations that take place during the meeting. We ask that you not disclose sensitive information or discussions outside of the meeting room.
6. **Limited Observers:** The number of observers allowed in the meeting room may be limited to ensure the smooth functioning of the proceedings and to maintain an appropriate atmosphere for discussion.
7. **No Participation in Deliberations:** Observers are not allowed to participate in the deliberative process or decision-making of the committee.
8. **Respect for Decision:** Observers must respect the final decision reached by the committee and refrain from harassing committee members after the final decision has been communicated.
9. **Adherence to School Policies:** Observers must adhere to all ISD 279 policies, including those related to conduct during meetings and visitor protocols.

These ground rules are designed to ensure that observers can witness the committee's decision-making process in a fair, transparent, and respectful manner, while also upholding the integrity of the proceedings and the rights of all participants involved.

## **POLICY 507 – CORPORAL PUNISHMENT AND PRONE RESTRAINT**

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### I. PURPOSE

The purpose of this policy is to describe the limitations on the use of corporal punishment and prone restraint upon a student.

### II. GENERAL STATEMENT OF POLICY

All school district employees or agents are prohibited from inflicting corporal punishment, causing corporal punishment to be inflicted upon a student or using prone restraint upon a student. [A school resource officer is not an employee or agent of the district.](#)

### III. PERMITTED RESTRAINT

Reasonable force may be used upon or toward the person of a student without the student's consent when ~~it is necessary under the circumstances to restrain a student to prevent bodily harm or death to the student or another, and for principals and teachers to prevent the imminent bodily harm or death to the student or another~~ the following circumstance exists or the actor reasonably believes it to exist:

- A. When used by a teacher, school principal, school employee, school bus driver or other agent of the district, or other member of the instructional, support, or supervisory staff of a public school upon or toward a student when necessary to restrain a student to prevent bodily harm or death to the student or another. Nothing in Minnesota Statutes, section 609.379 limits any other authorization to use reasonable force including but not limited to authorizations under Minnesota Statutes, section 121A.582, subdivision 1, and section 609.06, subdivision 1.

### ~~III~~.IV. REPORTING

Any school district employee or agent who employs or observes employed corporal punishment or physical restraint upon a student will report the incident in accordance with Procedures 507 – Corporal Punishment.

Policy 507 Revised: \_\_\_\_\_  
Policy 507 Revised: 6/13/17  
Policy 507 Revised: 10/21/14  
Policy 507 Adopted: 12/7/99  
(formerly Policy 4139.1 & 4239.1)  
Policy Adopted: 2/20/90

#### **Legal References:**

M.S. 121A.58  
M.S. 121A.582  
M.S. 123B.25  
[M.S. 125A.0941](#)  
[M.S. 125A.0942](#)  
M.S. 609.06, ~~Subd. 1(6), (7)~~  
[M.S. 609.379](#)  
[M.S. 626.8482](#)  
[M.S. 645.241](#)

#### **Cross References:**

Policy 414 – Mandated Reporting of Maltreatment of Children and Vulnerable Adults

School Board  
INDEPENDENT SCHOOL DISTRICT 279  
Maple Grove, Minnesota



## **PROCEDURE 507 – CORPORAL PUNISHMENT AND PRONE RESTRAINT**

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### I. Definition

- A. “Corporal punishment” is conduct involving:
  - 1. Hitting or spanking a person with or without an object, or
  - 2. Unreasonable physical force that causes bodily harm or substantial emotional harm.
- B. “Prone Restraint” means holding a student in a face-down position.
- ~~B.C.~~ “Employee or agent of the district” does not include a school resource officer as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c).

### II. Corporal Punishment

- A. In the event a school district employee or agent strikes, hits, grabs or attempts to apply unreasonable force to a student, or in a violent rude or angry manner, touches or lays hands upon a student, the individual so acting will:
  - 1. Immediately notify the Principal of the incident.
  - 2. Submit a written report of the incident to the Principal prior to leaving the building for the day.
- B. Any school district employee or agent who witnesses an incident such as described in II.A. above will:
  - 1. Immediately notify the Principal of the incident.
  - 2. Report as directed in Policy and Procedure 414 – Mandated Reporting of Children and Vulnerable Adults.
- C. Upon receipt of a report of an incident such as described in II.A. above, the Principal will:
  - 1. Immediately notify the supervising Assistant Superintendent of Leadership Teaching and Learning (DLTL) and the Executive Director of Human Resources of the incident.
  - 2. Determine whether or not it is appropriate for the student and/or school district employee or agent to remain in class or at the job station. When possible, the Principal will make this determination in consultation with the supervising Assistant Superintendent or Executive Director of Human Resources.
  - 3. Inform the student's parent/guardian immediately after reporting the incident to the supervising Assistant Superintendent of DLTL.
  - 4. Submit a written report of the incident to the supervising Assistant Superintendent of DLTL.
  - 5. Report as directed in Policy and Procedure 414 – Mandated Reporting of Maltreatment of Children and Vulnerable Adults.

### III. Permitted Restraint

A school district employee or agent may use reasonable force or a permitted restraint of a student under atypical or strenuous conditions and in accordance with Policy 543, Use of Restrictive Procedures as Behavioral Interventions.

### IV. Prohibitions

- A. An employee or agent of a district shall not inflict corporal punishment or cause corporal punishment to be inflicted upon a pupil to reform unacceptable conduct or as a penalty for unacceptable conduct.
- B. An employee or agent of a district shall not use prone restraint.
- C. An employee or agent of a district shall not inflict any form of physical holding that restricts or impairs a pupil's ability to breathe; restricts or impairs a pupil's ability to communicate distress; places pressure or weight on a pupil's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a pupil's torso.
- D. Conduct that violates this prohibition is not a crime under Minnesota Statutes, section 645.241, but may be a crime under Minnesota Statutes, chapter 609 if the conduct

violates a provision of Minnesota Statutes, chapter 609. Conduct that violates IV.1 above is not per se corporal punishment under the statute. Nothing in this Minnesota Statutes, section 121A.58 or 125A.0941 precludes the use of reasonable force under Minnesota Statutes, section 121A.582

V. Notification

Principals will review Policy 507 – Corporal Punishment with their staff annually during the preschool workshop. This Policy 507 – Corporal Punishment will be referenced in building staff handbooks.

Procedure 507 Revised: \_\_\_\_\_  
Procedure 507 Revised: 6/13/17  
Procedure 507 Revised: 9/23/14  
Procedure 507 Dated: 12/7/99  
(formerly Procedure 44139.1 & 4239.1)

Procedure Dated: 2/20/90

***Legal References***

M.S. 121A.58  
M.S. 121A.582  
M.S. 123B.25  
[M.S. 125A.0941](#)  
[M.S. 125A.0942](#)  
M.S. 609.06, ~~Subd. 1(6), (7)~~  
[M.S. 609.379](#)  
[M.S. 626.8482](#)  
[M.S. 645.241](#)

***Cross References***

Policy 414 – Mandated Reporting of Maltreatment of Children and Vulnerable Adults

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