

Regular Monthly Board Meeting

Monday, April 3, 2023 5:30 PM

High School Media Center, 810 First Street North, Pine River, MN 56474

1. **Call to Order and Pledge to the Flag**

Speaker(s): Board
Chair

Members: Leslie Bouchonville, Wanda Carlson,
Chris Cunningham, Roger D. Hoplin, Nicki Linsten-
Lodge, David Sheley, Ryan Trumble and
Superintendent Jonathan Clark

2. **Welcome to Visitors**

Speaker(s): Board
Chair

2.1. Public Comments and Time for Interaction with
the Board on Agenda Items

Speaker(s): Board
Chair

2.2. Spotlight on Education - Alternative Learning
Program (ALP)

3. **Approve Agenda**

****PLEASE NOTE** Action item 8.4 was added
4/3/2023**

4. **Approve Minutes of the March 6, 2023 regular
board meeting.**

Speaker(s): Board
Chair

5. **Informational Items**

5.1. Principal Reports

5.2. Director Reports

5.3. Superintendent Report

5.4. Enrollment Report

5.5. ESSER Funding

6. **Consent Calendar**

6.1. Approve Bills Presented

6.2. Approve Investment Report

6.3. Approve Treasurer's Report

6.4. Approve Electronic Funds Transfers and Other
Banking Transactions

6.5. Adopt Resolution Accepting Monetary Awards and
Donations

6.6. Approve Personnel Items as Listed

6.7. Approve the 2023-25 Classified Employee
Personnel Policies and 2023-25 At-Will Employee
Letters of Assignment with the following:

- ALP Director
- Bus Drivers
- Business Manager

- Community Education Director/Communications Coordinator
- Director of Buildings and Grounds
- Human Resource Director
- HRS Coordinator
- Director of Teaching and Learning
- Mechanic
- School Nurse
- Technology Director
- Technology Specialists
- Transportation Director
- Van Drivers
- Youth and Family Services Workers

6.8.

7. Discussion Items

7.1. Second Reading of Policies:

- 806 Crisis Management
- 807 Health and Safety

8. Action Items

8.1. Authorize Additional Speech Language Pathologist Position Effective with the 2023-24 School Year

8.2. Approve the Hiring of Mariah Kardell as Speech Language Pathologist effective with the 2023-24 school year

8.3. Third Reading and Approval of Policies:

- 801 Equal Access to School Facilities
- 802 Disposition of Obsolete Equipment and Material
- 805 Waste Reduction and Recycling
- 808 School Forest

8.4. Accept the Resignation of Diandra Gottsch, High School Special Education Teacher, Effective April 14, 2023 and Authorize Posting for Replacement for the 2023-24 School Year

9. Open Forum

10. Adjourn

A meeting of the Board of Education was held in the High School Media Center at 5:30 p.m. on Monday, March 6, 2023 with Chair Cunningham presiding.

Members present: Leslie Bouchonville, Wanda Carlson, Chris Cunningham, Roger D. Hoplin, Nicki Linsten-Lodge, David Sheley, Ryan Trumble and Superintendent Jonathan Clark.

The floor was opened for comments from the public on agenda items.

Spotlight on Education – National HRS Conference; Tina Hanneken, Becky Shackle and Shari Kamholz

Motion by Hoplin, second by Bouchonville, to approve the agenda. All voted aye and the motion carried.

Motion by Linsten-Lodge, second by Hoplin, to approve the minutes of the February 6, 2023 regular board meeting. All voted aye and the motion carried.

Administrative team, director, enrollment and Esser III financial reports were heard.

Consent Calendar - Motion by Carlson, second by Trumble, to approve the Consent Calendar, which consisted of the following items:

- Approve bills presented (checks 72881-73033 totaling \$233,250.48); approve the investment report; approve the treasurer's report; approve the report on electronic fund transfers and other banking transactions; adopt a resolution accepting monetary awards and donations; and
- Approve personnel items:
 - Approve the hiring of Abby Golish as High School Guidance Counselor effective with the 2023-24 school year and authorize up to 20 additional duty days at contracted rate
 - Approve the hiring of Julie Domino as Speech Language Pathologist effective with the 2023-24 school year
 - Approve the hiring of Matthew Casperson as Assistant Baseball Coach for the 2023 season
 - Approve the hiring of Henry Krecklau as Assistant Track Coach for the 2023 season

All voted aye and the motion carried.

Discussion items:

- Additional Youth and Family Services (YFS) Worker for the 2023-24 school year. Superintendent Clark spoke to the need for a third YFS position to fully support our students and families. Funding for the position will be requested through the ADSIS grant. The board gave authorization to post the position. Formal action to approve the additional position will be on the agenda for the April 3, 2023 regular meeting.
- Health services addition/DCD classroom remodel project updates. Jolene Bengtson, Business Manager, presented an update on planned spring building projects.
- Second reading of policies: 801 Equal Access to School Facilities; 802 Disposition of Obsolete Equipment and Material; 805 Waste Reduction and Recycling and 808 School Forest
- First reading of policies: 806 Crisis Management and 807 Health and Safety

Motion by Sheley, second by Hoplin, to authorize an additional Speech Language Pathologist position for the 2023-24 school year. All voted aye and the motion carried.

Open forum – The meeting was opened for comments from the public.

Cunningham adjourned the meeting at 6:53 p.m.

Wanda Carlson, Clerk
Recorded by Cindy Felthous



ELEMENTARY SCHOOL BOARD REPORT
PINE RIVER-BACKUS ELEMENTARY SCHOOL
MONDAY, APRIL 3, 2023

BUILDING GOALS:

Math - Increase MCA Math scores to 50% Proficient or higher by 2023.

Reading - Increase MCA Reading scores to 60% Proficient or higher by 2023.

Relationship - Understanding students' backgrounds and interests; Having high expectations for ALL learners.

STRATEGIC DIRECTIVES

Student Achievement

- MCA's
 - Students in grades 3-6 will begin taking our State Minnesota Comprehensive Assessments (MCA's) starting the end of April and into early May. State tests are given to students in a district once a year, based on their grade level and subject area. Classroom tests are given by individual teachers on a more regular basis and may include quizzes, mid-terms, chapter tests, and final exams, among others. Both types of tests give our teachers an idea of how well their students are learning the concepts presented to them in the classroom. It will be exciting to see the growth our children have made this year. Our testing schedule is posted on our website.

Staff Training and Professional Development - HRS Level 2

- We had sixteen teachers from the elementary participate in our most recent session of "instructional rounds". These job-embedded professional development opportunities allow teachers to observe instruction in various settings, across various grade levels, and to have good dialogue about teaching afterward. Feedback is generally very positive and our hope is teachers find more ideas to use with their own classroom. Mrs. Hanneken leads the instructional rounds and facilitates discussion afterward. - *2.6 Teachers have opportunities to observe and discuss effective teaching*

Safe Environment and Consistent Discipline - HRS Level 1

- Supervision is appropriately in place in all areas of our school (classroom, hallway, cafeteria, playground). This is monitored frequently, feedback is gathered, and we adjust as needed based on student needs.
- **Staff are positively and consistently reinforcing behaviors and re-teaching as needed.**
- All classrooms have discussed, updated, and shared their positive behavior management plans in the event a student behavior arises. Grade levels are following these to the best of our ability.
- All teachers reviewed our classroom managed vs. office managed behavior protocols.
- We averaged .72 major referrals and .56 minor referrals per day in March. This is once again down from the previous month. Overall 87.2% of students have 0-1 referrals for the year. We have had 91 bus referrals for the entire year. That is significantly down from this time last year.



Pine River-Backus

PUBLIC SCHOOLS - PINE RIVER, MN

- Classrooms continue to review specific student and grade level behavior data often (at least monthly) and put positive plans in place to support individual students. Our Multi-Tiered System of Supports team meetings bi-weekly to help problem solve as well if students have received 5 or more referrals. Currently all students that have received 5 or more major referrals are on some time of plan or watch.
- I will continue to attend policy meetings regarding policy 506 that address student discipline and administrative responses. I will also attended an informational meetings about our new Halo system in our bathrooms.

Facility Needs

- Thank you to our custodial staff for all of the preparation and daily work to keep things working smoothly. Even on the busiest of snow days, we can rely on great service for our staff and students.
- We look forward to seeing the next phases of our “branding” process unfold.

March Golden Ticket Nominees: - Congratulations to our March Tiger Pride Golden Ticket Nominees! Attached are the names of students that exemplified Tiger Pride in March by following our ROAR expectations. They were also chosen because they went above and beyond to show kinde

Upcoming planning items from the elementary office for April & May

- Elementary Master Schedule
- 23-24 Staffing, room, and other assignments
- Data review and planning
- Class lists/rosters - May
- Fall Professional Development
- Strategic Planning Items
- Early Childhood to Kindergarten Transition (end of April and throughout May)
- Reviewing, updating, and assessing School Action Plan strategies & Comprehensive Needs Assessment - May
- Reviewing, updating, and approving our “Reading Well By Third Grade” plan - May
- Organizing and getting registrations for Extended Summer School and other Summer School events
- Summer School Staffing and scheduling
- Final check-out Student Learning Goal meetings with all teachers - end of May



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Kindergarten Roundup

- Kindergarten Roundup will be held on Wednesday, March 29th. We currently have 24 kindergarteners registered for fall. Our census has approximately 55 students that are expected to enter kindergarten this fall.

Elementary Happenings

- Field Trips - Grade levels are planning spring adventures with their students. Field Trips offer enrichment and high level engagement opportunities for our students. Students will get to experience real-world events that enhance learning. It is always an exciting time for all!
- Elementary Spring Picture Day - Thursday, April 4th
- Spring Parent-Teacher-Student conferences - Thursday, March 30 - 3:30-7:00pm
- MCA testing - Calendar posted on our website.
- Spring Benchmark Assessment - May 1-19
- 1-4 Spelling Bee - Date TBD



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PUBLIC SCHOOLS - PINE RIVER, MN

Early Childhood		
Kids Together	19	
School Readiness	45	
Headstart	11	
	75	
Kindergarten		Updated 3/26/2023
Dallas	20	
Norman	18	
Travis	20	
	58	
Grade 1		
Anderson	19	
Hicks	19	
Kamholz	21	
	59	
Grade 2		
Ackerman	17	
Robbi	21	
Rice	19	
	57	
Grade 3		
Diederich	18	
Dinnel	18	
Goddard	19	
Hoffarth	19	
	74	
Grade 4		
Rowell	22	
Vry	22	
	44	
Grade 5		
Ackerman	23	
Freeman	24	
Holden	24	
	71	
Grade 6		
Hradsky	18	
Ramler	18	
Soukup	21	
	57	
TOTAL	420	



Pine River-Backus

PUBLIC SCHOOLS - PINE RIVER, MN

Student	Teacher		
Kolbie Willette	Mrs. Norman	March Character Trait: Kindness	
Easton Gordon	Ms. Dallas		
Austyn Diederich	Mrs. Travis	Date on certificate: March 31, 2023	
Ruby Shackle	Mrs. Anderson		
Jace Ackerman	Mrs. Hicks		
Tristan Anderson	Mrs. Kamholz		
Willow Larson	Mr. Ackerman		
Tucker Diederich	Ms. Robbi		
Damian Davis	Mrs. Rice		
Brylee Freeman	Mrs. Diederich		
Jaxon Imgrund	Mr. Hoffarth		
Willa Sawyer	Mr. Dinnel		
Kylara Goble	Mrs. Goddard		
Payton Norman	Mrs. Rowell		
Conner Fenstermaker	Mrs. Vry		
5-6 Grade Level			
Rosalie Christenson	Mr. Ackerman		
Layla Wendt	Mrs. Freeman		
Emyliah Thomsen	Mrs. Holden		
Michael Mick	Mr. Hradsky		
Trever Carlson	Mr. Johnson		
Jayden Eastman	Mr. Ramler		
Gilbert Stockman	Mrs. Soukup		
Title/Specials			
Reed Fenstermaker	Mrs. Davis	Micholas Mueller	Gertie Dice
Kimber Shepard	Mrs. Shackle	Jack Johnson	
Serena Nelson	Ms. Arnold	Oliver Lindstam	
Justice Mattsen	Mrs. Sether	Rayne Mick	
Logan Treague	Mr. Gonnion	Hannah Johnson	
Corbin Callahan	Mr. Ehlert	Daphne Kordiak	
Temperance Ericson	Mr. Casperson	Henry Tulenchik	
Gavynn Reyes	Ms. Benson	Chevy Carlson	Kaiden Miller
Rick Roden	Ms. Determan	Damian Davis	
	Ms. Kussart		
Wyatt Schuett	Mrs. Bergem		
Daniel Koons	Mrs. Dinnel		
Mason Callahan	Ms. Smith		
Jace Gormley	Mrs. Adkins		
Jesse Lamke	Mrs. Odens		
Isabella Hopkins	Mrs. Loge		

Jon Clark, Superintendent
Chris Halverson, High School Principal
Rick Aulie, Elementary Principal
Sue Peet, ALC Director
Charity Crannel, Transportation Director
Kevin Furst, Technology Director

PINE RIVER-BACKUS SCHOOLS ISD 2174

Troy Gregory, Community Ed Director
Jolene Bengtson, Business Manager
Cindy Felthous, Human Resources
Jill Blanchard, Food Service Director
Karl Flier, Bldgs & Grounds Director
Tim Tungseth, Activity Director



School Board Report for April 3rd, 2023 *Current Happenings at PR-B High School*

PRB High School Site Goals:

- The percent of PR-B high school students who can identify a positive adult connection with PR-B staff will increase by 20% over the 2022-23 school year.

● High School

- **Math** - Increase MCA Math scores to 48% Proficient or higher by 2023.
- **Reading** - Increase MCA Reading scores to 60% Proficient or higher by 2023.
- **Relationship** - Understanding students' backgrounds and interests;
Having high expectations for ALL learners.

- **Level Two HRS Certification (Complete / Celebration)**

2022-2023 Level 1 Current Goals: Safe & Collaborative School

- -Administer Level 1 and 2 Surveys to staff, parents, students (*Established*)
- -Utilize monitoring system to identify lagging indicators - *In-Action*
- -Continue to strengthen PBIS program - *ongoing*
- -Implementation of Catalyst Strategies at the habitual and systems level - *daily/ongoing (training in Catalyst toward certification)*
- -Professional Learning Teams - *2 Wednesdays per month*
- -ALICE/Crisis Planning - *Ongoing*

Focus of Effective Instructional Practices: (HRS Level 2)

- Standards, Rigor, Vocabulary, Common Model of Instruction, Instructional Rounds, REACH, Envoy Strategies, Learning Goals Posted, HRS Framework
- -Marzano Art & Science of Teaching Learning Segment(s) (PLC focus)
- -Learning Goals Posted, Rigor, Vocabulary, Common Model of Instruction, Instructional Rounds

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Staff Training and Professional Development:

- I have been working on my final formal observations as well as walkthroughs in the building. The data and conversations with students and teachers has been positive. Best practice is evident and students have been able to tell me what they are supposed to be learning.
- We currently have postings out for CTE, Special Education, and English. MS. Telfer and myself will be attending the Annual Educational Career Fair in Minneapolis to recruit possible applicants. More updates to come.
- Our PR-B Site Council Team has been meeting and coordinating positive opportunities for staff. They have coordinated some shared lunches and a "Custodial Team Recognition Day"! Both were received well by the staff and were great for Team building and overall morale. "Thank You" to the Site Team!
- We held our Attendance Review Board Meeting to collaborate and address truancy and other student and family challenges. I am happy to report we continue to have more families join us that were invited to the meeting.. The collaboration was supportive in nature and was much appreciated.
- Our PR-B High School Leadership Team met and discussed feedback and direction for our PLCs, Advisory/"Tiger Time", instructional rounds, Professional Growth Goals / Student Learning Goals, mentorship program and ALICE.
- **STUDENT ACHIEVEMENT/ACTIVITIES**
- Mrs. Hamp and her choir students executed another well attended concert performance! Furthermore, the Senior High Choir performed at the Large Group Contest in Pillager the following day.
- We held our Student of the Month celebrations for grades 5-8 and 9-12. It continues to be one of my favorite times to interact with students and families who deserve the recognition for their work and dedication. GO TIGERS!!!
- **Upcoming events**
 - April 7 - No School - "Good Friday:
 - April 27 -28 - Student of the Month Celebrations

Respectfully,
Chris A. Halverson

Teach Inspire Grow Excel Reach Succeed! TIGERS!

Jon Clark, Superintendent
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“Congratulations to Blake Hoplin - PRB Spelling Bee Champ!!”

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Fridays are Tiger Token Time! Students have reacted very positively to this opportunity to be rewarded for adding to the positive culture of our school!

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Meet Officer Sabas! Not only is he our new Police Liaison addition, but he is a proud PRB Alumni!

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“Tools for Schools Career Seminar!” This was an awesome opportunity for collaboration and networking for our students! “Thank you to Mrs. Sigán” for the time and dedication needed to organize for our PRB students.

Teach Inspire Grow Excel Reach Succeed! TIGERS!

The largest project for technology lately has been organizing the surplus auction/sale and creating the program to make the sale happen. The sale ended the Friday before last and I've spent the last week of March coordinating item payment and pick-up with local customers. We were able to sell 125 of 515 items. That doesn't sound great but one must remember that ~300+ items on the sale were student desks and student chairs; there just isn't a market for those and they were unlikely to sell.

So all in all I'm very happy with the sale. We made ~\$7,500 for the school. The largest items that were taking up space in the bus garage and new beginnings all sold allowing us to now use those spaces for their intended purposes.

The items that didn't sell will be relisted again -- likely a once a month type sale at a much smaller scale.

As a closing note:

I have reached out to service organizations and non-profits that deal with education in less fortunate countries to see if they'd be willing to take donations of student desks or chairs. Unfortunately, those that did respond have said that shipping is too expensive now and they only take donations.

Kevin Furst

Technology Director
Pine River-Backus Schools
218.587.8030
kfurst@prbschools.org

April 2023

It has been a challenging year in Foodservice. Most days we have worked a couple positions short and so have used a lot of paper food trays. We have shifted and made changes daily. I am proud of my staff, they have worked hard.

I will be using a new primary distributor next year. I am still purchasing with the Brainerd Buying group, Sysco will be our new distributor.

Spring Surveys are in. This year my entitlement was \$50,331.54

Waiting for direction from MDE on Minnesota Free meals next Fall.

Respectfully,

Jilline Blanchard

2022-2023 SCHOOL YEAR
ENROLLMENT REPORT

	<u>2021-22</u>	<u>9/7/2022</u>	<u>9/28/2022</u>	<u>11/1/2022</u>	<u>11/30/2022</u>	<u>1/5/2023</u>	<u>2/1/2023</u>	<u>3/1/2023</u>	<u>4/1/2023</u>	<u>5/1/2023</u>	<u>6/1/2023</u>	2022-2023 YTD Average
ELEMENTARY:												
Kindergarten	66	61	61	61	60	60	60	60	61			61
First	64	60	60	60	60	60	60	61	61			60
Second	77	59	59	59	60	60	60	60	60			60
Third	45	77	78	79	79	79	79	79	79			79
Fourth	67	46	46	46	46	46	46	46	46			46
Fifth	55	68	69	70	71	71	72	73	73			71
Sixth	68	56	56	56	56	56	56	58	58			57
Total Elementary	442	427	429	431	432	432	433	437	438	0	0	432
HIGH SCHOOL:												
Seventh	57	72	70	70	70	72	73	73	73			72
Eighth	71	66	66	66	68	68	68	69	69			68
Ninth	68	74	72	71	72	72	73	71	71			72
Tenth	63	75	76	76	76	76	76	77	77			76
Eleventh	63	63	63	58	57	59	59	59	59			60
Twelfth	44	65	68	65	65	65	65	65	65			65
Total High School	366	415	415	406	408	412	414	414	414	0	0	412
Total w/o FT ALC	808	842	844	837	840	844	847	851	852	0	0	847
ALC:												
Ninth	2	0	0	0	0	0	0	0	1			0
Tenth	4	0	3	5	5	6	7	10	10			6
Eleventh	12	0	9	13	15	15	17	17	17			13
Twelfth (includes 12th +)	31	0	24	37	38	39	40	40	41			32
Total Full-time ALC	49	0	36	55	58	60	64	67	69	0	0	51
DISTRICT TOTAL	857	842	880	892	898	904	911	918	921	0	0	898
<u>PUPIL UNITS:</u>												
ECSE	12.5	12.5	12.5	12.5	12.5	12.5	12.5	12.5	12.5	12.5	12.5	12.5
Kindergarten	66.0	61.0	61.0	61.0	60.0	60.0	60.0	60.0	61.0	0.0	0.0	60.5
Elementary 1-3	186.0	196.0	197.0	198.0	199.0	199.0	199.0	200.0	200.0	0.0	0.0	198.5
Elementary 4-6	190.0	170.0	171.0	172.0	173.0	173.0	174.0	177.0	177.0	0.0	0.0	173.4
Secondary	439.2	498.0	498.0	487.2	489.6	494.4	496.8	496.8	496.8	0.0	0.0	494.7
ALC	58.8	0.0	21.6	33.0	34.8	36.0	38.4	40.2	41.4	0.0	0.0	61.4
Less Mid Year Decline												
Total Pupil Units	952.5	937.5	961.1	963.7	968.9	974.9	980.7	986.5	988.7	12.5	12.5	1000.9

ADM ALC (full and part-time) is included in last year's data and budget data but the ALC is budgeted based on total average daily membership and attendance. In addition, the full-time ALC is not included in the pupil units section because it would not reflect an accurate picture of the ALC pupil units due to the nature of the program.

FEDERAL FUNDS UPDATE - Allocation, Budget, Spending 3/29/2023

FEDERAL COVID FUNDS:

State Fiscal Year	Finance Code	Description	Funds Available	Funds Budgeted	Balance Unbudgeted	YTD SPENT 2022-2023	Carry Forward to FY2024	Application Status	Budget Status	Proposed Use of Funds
2023	155	Formula 155 - SFY2023 Budget Only	\$38,015.03	\$38,015.03	\$0.00	\$38,015.03	\$0.00	None Needed	Funded and Active	Balance to final payments on security camera system install approved FY2022.
2023	160	Formula 160 - SFY2023 Budget Only	\$1,050,059.31	\$984,422.00	\$65,637.31	\$109,524.79	TBD	In Process	Funded and Active	2.0 fte Interventionists - High School Health Services Addition - \$820,000
2023	161	Formula 161 - SFY2023 Budget Only	\$362,909.06	\$127,062.00	\$235,847.06	\$48,417.57	TBD	In Process	Funded and Active	1.0 fte Curriculum Coordinator District, extended time for teachers to work with Curriculum Coordinator
2023	171	Formula - 171 - SFY2023, Pandemic Enrollment Loss	\$31,029.51	\$21,928.97	\$9,100.54	\$13,812.11	TBD	None Needed	Submitted	Curriculum purchase updates as approved by Curriculum Coordinator Staffing for Summer School 2022 Teachers on Call substitutes for COVID needs
FEDERAL COVID FUNDS TOTAL			\$1,482,012.91	\$1,171,428.00	\$310,584.91	\$209,769.50	\$0.00			

FEDERAL TITLE FUNDS:

State Fiscal Year	Finance Code	Description	Funds Available	Funds Budgeted	Balance Unbudgeted	YTD SPENT 2022-2023	Carry Forward to FY2024	Application Status	Budget Status	Proposed Use of Funds
2023	401	Formula - 401 - SFY 2023, Title I, Part A: Improving the Academic Achievement of the Disadvantaged, FFY 2022, CFDA 84.010A, S010A220023A	\$301,413.96	\$283,693.89	\$17,720.07	\$117,047.83	TBD	Funded & Active Cindy Ward Thomson 9/15/2022	Same	3.0 fte Title I Teachers - Elementary
2023	414	Formula - 414 - SFY 2023, Title II, Part A: Teacher and Principal Training and Recruitment, FFY 2022, CFDA 84.367A, S367A220022	\$59,792.31	\$59,543.32	\$248.99	\$12,052.76	TBD	Funded & Active Renee Ringold 9/8/2022	Same	Staff Development - extended time for curriculum alignment and intervention implementation training and training on appropriate methods for data review, conferences and supplies.
2023	433	Formula - 433 - SFY 2023, Title IV, Part A, Student Support and Academic Enrichment, FFY 2022, CFDA 84.424A, S424A220024	\$0.00	\$0.00	\$0.00	N/A	N/A	No Application Needed	Same	All \$16,885.07 Title IV Funds transferred to Title II. No FY2023 application in Title IV.
FEDERAL TITLE FUNDS TOTAL			\$361,206.27	\$343,237.21	\$17,969.06	\$129,100.59	\$0.00			

NOTE: Final allocations on Title I - 401 and Title II - 414 have been updated.

PINE RIVER BACKUS SCHOOLS
Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
2174	CHEC	74323	73034	Check	1	104784		ACKERMAN, JORDAN	Yes	No	No	USD	03/02/2023	604.19
		74328	73035	Check	1	105304		ALL STAR TROPHY AND AWARDS, INI	Yes	No	No	USD	03/02/2023	97.00
		74345	73036	Check	1	59100		AUTO VALUE PARTS STORE	Yes	No	No	USD	03/02/2023	584.10
		74330	73037	Check	1	105556		BECKER, OLIVIA	Yes	No	No	USD	03/02/2023	44.48
		74316	73038	Check	1	103887		BERGEM, TIFFANY	Yes	No	No	USD	03/02/2023	52.53
		74321	73039	Check	1	104564		BITES GRILL & BAR	Yes	No	No	USD	03/02/2023	242.00
		74318	73040	Check	1	104348		BIX PRODUCE CO.	Yes	No	No	USD	03/02/2023	3,282.92
		74333	73041	Check	1	105595		BOBCAT OF BRAINERD	Yes	No	No	USD	03/02/2023	454.26
		74294	73042	Check	1	00292		BREEZY POINT RESORT	Yes	No	No	USD	03/02/2023	150.00
		74308	73043	Check	1	102611		BUSINESS CARD	Yes	No	No	USD	03/02/2023	4,022.69
		74303	73044	Check	1	101604		CENTRAL MCGOWAN, INC - 139156	Yes	No	No	USD	03/02/2023	50.95
		74338	73045	Check	1	13500		CENTRAL MINNESOTA ERDC	Yes	No	No	USD	03/02/2023	200.00
		74293	73046	Check	1	00221		CERVIN, JOHN	Yes	No	No	USD	03/02/2023	32.00
		74334	73047	Check	1	105604		CHEF MIKE'S CATERING	Yes	No	No	USD	03/02/2023	380.80
		74296	73048	Check	1	01119		CLIMATE MAKERS	Yes	No	No	USD	03/02/2023	2,873.55
		74295	73049	Check	1	00418		DACOTAH PAPER CO	Yes	No	No	USD	03/02/2023	1,638.82
		74339	73050	Check	1	20650		DEMCO INC	Yes	No	No	USD	03/02/2023	435.84
		74311	73051	Check	1	103012		EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	03/02/2023	266.89
		74299	73052	Check	1	100471		EHLERS AND ASSOCIATES	Yes	No	No	USD	03/02/2023	1,720.00
		74331	73053	Check	1	105570		GROSSKREUTZ, JERRY OR CARRIE	Yes	No	No	USD	03/02/2023	508.64
		74309	73054	Check	1	102806		HANDYMANS HARDWARE	Yes	No	No	USD	03/02/2023	1,672.07
		74312	73055	Check	1	103186		HERC-U-LIFT	Yes	No	No	USD	03/02/2023	158.36
		74340	73056	Check	1	37650		HILLYARD/HUTCHINSON	Yes	No	No	USD	03/02/2023	5.73
		74336	73057	Check	1	105606		IND SCHOOL DIST #2909	Yes	No	No	USD	03/02/2023	120.00
		74337	73058	Check	1	105606		IND SCHOOL DIST #2909	Yes	No	No	USD	03/02/2023	120.00
		74290	73059	Check	1	00015		IND SCHOOL DIST #309	Yes	No	No	USD	03/02/2023	150.00
		74291	73060	Check	1	00015		IND SCHOOL DIST #309	Yes	No	No	USD	03/02/2023	150.00
		74341	73061	Check	1	40275		IND SCHOOL DIST #31	Yes	No	No	USD	03/02/2023	175.00
		74310	73062	Check	1	102997		INFINITY ONLINE	Yes	No	No	USD	03/02/2023	6,715.00
		74306	73063	Check	1	102101		INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	USD	03/02/2023	418.78
		74305	73064	Check	1	102081		KENNEDY & GRAVEN	Yes	No	No	USD	03/02/2023	2,896.50
		74300	73065	Check	1	100595		LAKES COUNTRY SERVICE COOP	Yes	No	No	USD	03/02/2023	75.00
		74302	73066	Check	1	100780		LINDQUIST, MELANIE	Yes	No	No	USD	03/02/2023	144.04
		74342	73067	Check	1	49670		MASSP	Yes	No	No	USD	03/02/2023	870.00
		74292	73068	Check	1	00095		MID-AMERICAN RESEARCH CHEMIC.	Yes	No	No	USD	03/02/2023	391.84
		74324	73069	Check	1	104948		MIDWEST BUS PARTS, INC.	Yes	No	No	USD	03/02/2023	181.05
		74343	73070	Check	1	56100		MINNESOTA SCHOOL BOARDS ASSC	Yes	No	No	USD	03/02/2023	545.00
		74344	73071	Check	1	58360		NASCO	Yes	No	No	USD	03/02/2023	578.88
		74332	73072	Check	1	105574		NOR-SON CONSTRUCTION LLC	Yes	No	No	USD	03/02/2023	6,930.00
		74335	73073	Check	1	105605		PATRIOT WELDING	Yes	No	No	USD	03/02/2023	187.50
		74319	73074	Check	1	104407		PERRIN MOBILE MEDICAL INC	Yes	No	No	USD	03/02/2023	270.00

PINE RIVER BACKUS SCHOOLS
Check Register by Bank and Check

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2174		CHEC	74315	73075	Check	1	103851		RASINSKI TOTAL DOOR SERVICE LLC	Yes	No	No	USD	03/02/2023	183.75
			74301	73076	Check	1	100728		REGION 6A	Yes	No	No	USD	03/02/2023	1,905.00
			74307	73077	Check	1	102417		RTS	Yes	No	No	USD	03/02/2023	4.54
			74326	73078	Check	1	105080		RUDLANG, ANDREW	Yes	No	No	USD	03/02/2023	102.24
			74298	73079	Check	1	100434		SCHOOL SPECIALTY	Yes	No	No	USD	03/02/2023	95.94
			74313	73080	Check	1	103230		SETH, JENNY	Yes	No	No	USD	03/02/2023	33.84
			74317	73081	Check	1	104339		SHERWIN-WILLIAMS	Yes	No	No	USD	03/02/2023	241.05
			74325	73082	Check	1	104951		SHERWOOD FLORIST	Yes	No	No	USD	03/02/2023	125.00
			74304	73083	Check	1	101712		SHETKA, MIKE	Yes	No	No	USD	03/02/2023	359.95
			74329	73084	Check	1	105426		SHUTTERFLY LIFETOUCH LLC	Yes	No	No	USD	03/02/2023	100.40
			74297	73085	Check	1	04800		TDS TELECOM	Yes	No	No	USD	03/02/2023	4,909.31
			74320	73086	Check	1	104486		TEACHERS ON CALL	Yes	No	No	USD	03/02/2023	11,485.76
			74322	73087	Check	1	104719		TRIMARK-MARLINN LLC	Yes	No	No	USD	03/02/2023	752.25
			74327	73088	Check	1	105195		TUNGSETH, TIM	Yes	No	No	USD	03/02/2023	246.28
			74346	73089	Check	1	89210		UPPER LAKES FOODS, INC.	Yes	No	No	USD	03/02/2023	18,149.98
			74314	73090	Check	1	103628		VERIZON WIRELESS	Yes	No	No	USD	03/02/2023	98.52
			74347	73091	Check	1	105214		STB OF BLOOMINGTON, INC.	Yes	No	No	USD	03/03/2023	936.00
			74385	73092	Check	1	105611		BREAKDOWN SPORTS USA	Yes	No	No	USD	03/08/2023	1,020.00
			74354	73093	Check	1	10045		BRIDGE OF HARMONY	Yes	No	No	USD	03/08/2023	196.25
			74350	73094	Check	1	00376		BUREAU OF CRIMINAL APPREHENSIV	Yes	No	No	USD	03/08/2023	15.00
			74364	73095	Check	1	102716		CENEX CREDIT CARD	Yes	No	No	USD	03/08/2023	3,334.64
			74352	73096	Check	1	00586		CENTRAL LAKES COLLEGE	Yes	No	No	USD	03/08/2023	3,500.00
			74387	73097	Check	1	13500		CENTRAL MINNESOTA ERDC	Yes	No	No	USD	03/08/2023	140.00
			74388	73098	Check	1	13500		CENTRAL MINNESOTA ERDC	Yes	No	No	USD	03/08/2023	3,611.13
			74389	73099	Check	1	14850		CITY OF PINE RIVER	Yes	No	No	USD	03/08/2023	1,438.72
			74372	73100	Check	1	104756		COMMUNITY BOWL & PIZZERIA	Yes	No	No	USD	03/08/2023	170.00
			74390	73101	Check	1	18200		CULLIGAN	Yes	No	No	USD	03/08/2023	199.31
			74381	73102	Check	1	105607		DEPAUL UNIVERSITY	Yes	No	No	USD	03/08/2023	500.00
			74368	73103	Check	1	103554		ESTR PUBLICATIONS	Yes	No	No	USD	03/08/2023	109.80
			74353	73104	Check	1	100427		FORUM COMMUNICATIONS COMPAN	Yes	No	No	USD	03/08/2023	485.00
			74371	73105	Check	1	104435		FREEMAN, LEAH	Yes	No	No	USD	03/08/2023	84.75
			74391	73106	Check	1	31800		GARDINER HARDWARE	Yes	No	No	USD	03/08/2023	1,631.27
			74349	73107	Check	1	00171		GONNION, MARK	Yes	No	No	USD	03/08/2023	260.94
			74369	73108	Check	1	104159		HANNEKEN, TINA	Yes	No	No	USD	03/08/2023	294.02
			74363	73109	Check	1	102688		HOFFARTH, TRAVIS	Yes	No	No	USD	03/08/2023	48.50
			74392	73110	Check	1	37900		HOGLUND BUS CO., INC.	Yes	No	No	USD	03/08/2023	1,273.97
			74382	73111	Check	1	105608		HOPLIN, ROGER	Yes	No	No	USD	03/08/2023	117.90
			74362	73112	Check	1	102101		INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	USD	03/08/2023	104.03
			74393	73113	Check	1	51950		KEMPS, LLC	Yes	No	No	USD	03/08/2023	4,451.17
			74359	73114	Check	1	101111		KISH, LORI	Yes	No	No	USD	03/08/2023	20.00
			74365	73115	Check	1	103259		KRAUS, PATTY	Yes	No	No	USD	03/08/2023	20.00

PINE RIVER BACKUS SCHOOLS
Check Register by Bank and Check

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2174	CHEC	74358	73116	Check	1	100918		LAKES PRINTING	Yes	No	No	USD	03/08/2023	667.10
		74377	73117	Check	1	105259		MALACEK TEAM WRESTLING CAMP,	Yes	No	No	USD	03/08/2023	500.00
		74375	73118	Check	1	104948		MIDWEST BUS PARTS, INC.	Yes	No	No	USD	03/08/2023	1,115.85
		74374	73119	Check	1	104890		NEE MINNESOTA PROJECTS LLC	Yes	No	No	USD	03/08/2023	1,924.71
		74394	73120	Check	1	62176		NORTHERN PINES MENTAL HEALTH	Yes	No	No	USD	03/08/2023	4,444.00
		74357	73121	Check	1	100798		NORTHERN STAR CO-OP	Yes	No	No	USD	03/08/2023	14,332.53
		74380	73122	Check	1	105441		ODP BUSINESS SOLUTIONS, LLC	Yes	No	No	USD	03/08/2023	567.45
		74378	73123	Check	1	105376		OLSON, TRACY	Yes	No	No	USD	03/08/2023	128.58
		74383	73124	Check	1	105609		OTICON, INC.	Yes	No	No	USD	03/08/2023	869.99
		74395	73125	Check	1	67575		PINE RIVER AREA SANITARY DIST.	Yes	No	No	USD	03/08/2023	3,186.60
		74386	73126	Check	1	10650		PINE RIVER FAMILY MARKET	Yes	No	No	USD	03/08/2023	90.02
		74376	73127	Check	1	105107		R & J BROADCASTING, INC.	Yes	No	No	USD	03/08/2023	175.00
		74356	73128	Check	1	100728		REGION 6A	Yes	No	No	USD	03/08/2023	1,465.00
		74361	73129	Check	1	101729		REICHERT BUS SERVICE	Yes	No	No	USD	03/08/2023	1,850.00
		74366	73130	Check	1	103401		RISTER, JOHN	Yes	No	No	USD	03/08/2023	35.00
		74370	73131	Check	1	104409		SCHRUPP, SUSAN	Yes	No	No	USD	03/08/2023	20.00
		74373	73132	Check	1	104844		SELECT THERAPY, INC.	Yes	No	No	USD	03/08/2023	150.00
		74367	73133	Check	1	103466		SEWALL, TOM	Yes	No	No	USD	03/08/2023	40.00
		74379	73134	Check	1	105390		SHAMP, KYANN	Yes	No	No	USD	03/08/2023	30.00
		74360	73135	Check	1	101712		SHETKA, MIKE	Yes	No	No	USD	03/08/2023	744.85
		74384	73136	Check	1	105610		UNIVERSITY OF MISSISSIPPI	Yes	No	No	USD	03/08/2023	4,500.00
		74355	73137	Check	1	100701		WASTE PARTNERS	Yes	No	No	USD	03/08/2023	2,077.30
		74351	73138	Check	1	00566		XCEL ENERGY	Yes	No	No	USD	03/08/2023	25,045.93
		74427	73139	Check	1	105556		BECKER, OLIVIA	Yes	No	No	USD	03/14/2023	22.98
		74396	73140	Check	1	00376		BUREAU OF CRIMINAL APPREHENSIV	Yes	No	No	USD	03/14/2023	15.00
		74437	73141	Check	1	13500		CENTRAL MINNESOTA ERDC	Yes	No	No	USD	03/14/2023	980.00
		74431	73142	Check	1	105614		CLOSET AT THE CABIN	Yes	No	No	USD	03/14/2023	636.00
		74438	73143	Check	1	18200		CULLIGAN	Yes	No	No	USD	03/14/2023	83.65
		74430	73144	Check	1	105613		DIGITAL INK DESIGN & GRAPHICS, IN	Yes	No	No	USD	03/14/2023	355.00
		74419	73145	Check	1	105237		FERGUS FALLS AREA YOUTH ACTIVI	Yes	No	No	USD	03/14/2023	150.00
		74424	73146	Check	1	105481		GILBERT, ABIGAIL	Yes	No	No	USD	03/14/2023	40.00
		74398	73147	Check	1	101957		GILLES, JASON	Yes	No	No	USD	03/14/2023	975.00
		74425	73148	Check	1	105550		GOTTSCH, DIONDRA	Yes	No	No	USD	03/14/2023	548.19
		74428	73149	Check	1	105560		HAMP, TERESA	Yes	No	No	USD	03/14/2023	71.13
		74400	73150	Check	1	102688		HOFFARTH, TRAVIS	Yes	No	No	USD	03/14/2023	1,101.34
		74439	73151	Check	1	37900		HOGLUND BUS CO., INC.	Yes	No	No	USD	03/14/2023	937.08
		74432	73152	Check	1	105615		IRISH, MAEGAN	Yes	No	No	USD	03/14/2023	200.00
		74440	73153	Check	1	44820		K & K BUILDING SUPPLY, INC.	Yes	No	No	USD	03/14/2023	627.60
		74403	73154	Check	1	103912		KAMHOLZ, SHARI	Yes	No	No	USD	03/14/2023	134.61
		74409	73155	Check	1	104222		KINSER, BEN	Yes	No	No	USD	03/14/2023	729.96
		74404	73156	Check	1	103999		KRECKLAU, HENRY	Yes	No	No	USD	03/14/2023	875.00

PINE RIVER BACKUS SCHOOLS

Check Register by Bank and Check

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2174	CHEC	74401	73157	Check	1	103257		MBDA North West Region	Yes	No	No	USD	03/14/2023	125.00
		74402	73158	Check	1	103257		MBDA North West Region	Yes	No	No	USD	03/14/2023	60.00
		74429	73159	Check	1	105612		MILLS PARTS CENTER	Yes	No	No	USD	03/14/2023	187.26
		74405	73160	Check	1	104085		MINNESOTA GRAD SERVICES	Yes	No	No	USD	03/14/2023	1,243.00
		74433	73161	Check	1	105616		MONGAN, BRODY	Yes	No	No	USD	03/14/2023	20.00
		74420	73162	Check	1	105334		MOON, TAMMY	Yes	No	No	USD	03/14/2023	70.00
		74418	73163	Check	1	105208		MUNZ, CHARLIE	Yes	No	No	USD	03/14/2023	75.00
		74415	73164	Check	1	105005		MUSIC FESTIVALS & TOURS	Yes	No	No	USD	03/14/2023	5,485.81
		74399	73165	Check	1	102172		NDSU	Yes	No	No	USD	03/14/2023	3,300.00
		74421	73166	Check	1	105376		OLSON, TRACY	Yes	No	No	USD	03/14/2023	12.78
		74434	73167	Check	1	105617		PETITT, JOSH	Yes	No	No	USD	03/14/2023	75.00
		74435	73168	Check	1	105618		POPKES, DEBREN	Yes	No	No	USD	03/14/2023	200.00
		74414	73169	Check	1	104994		RAHM, DENNY	Yes	No	No	USD	03/14/2023	70.00
		74397	73170	Check	1	100728		REGION 6A	Yes	No	No	USD	03/14/2023	2,732.00
		74412	73171	Check	1	104638		RICE, DYLAN	Yes	No	No	USD	03/14/2023	60.00
		74416	73172	Check	1	105080		RUDLANG, ANDREW	Yes	No	No	USD	03/14/2023	268.75
		74407	73173	Check	1	104207		SAWYER, RHONDA	Yes	No	No	USD	03/14/2023	78.60
		74426	73174	Check	1	105554		SCHMITT DIRECTOR CENTER	Yes	No	No	USD	03/14/2023	62.99
		74413	73175	Check	1	104789		SOURCEWELL	Yes	No	No	USD	03/14/2023	190.00
		74410	73176	Check	1	104486		TEACHERS ON CALL	Yes	No	No	USD	03/14/2023	3,452.80
		74422	73177	Check	1	105419		TOFT, BILL	Yes	No	No	USD	03/14/2023	30.00
		74408	73178	Check	1	104216		TRAVIS, CALEB	Yes	No	No	USD	03/14/2023	60.00
		74417	73179	Check	1	105195		TUNGSETH, TIM	Yes	No	No	USD	03/14/2023	332.78
		74423	73180	Check	1	105420		VANDERARK, ELI	Yes	No	No	USD	03/14/2023	40.00
		74436	73181	Check	1	105619		VILLNOW, TALIN	Yes	No	No	USD	03/14/2023	20.00
		74406	73182	Check	1	104167		WHEELER, RACHEL	Yes	No	No	USD	03/14/2023	318.59
		74411	73183	Check	1	104490		WILSON, AIMEE	Yes	No	No	USD	03/14/2023	211.49
		74442	73185	Check	1	02080		AFLAC	Yes	No	No	USD	03/16/2023	100.00
		74444	73186	Check	1	70801		NCPERS Group Life Ins	Yes	No	No	USD	03/16/2023	16.00
		74443	73187	Check	1	68350		PINE RIVER-BACKUS	Yes	No	No	USD	03/16/2023	5,909.16
		74445	73188	Check	1	77300		SCHOOL SERVICE EMPLOYEES	Yes	No	No	USD	03/16/2023	1,421.59
		74453	73189	Check	1	66750		PETTY CASH	Yes	No	No	USD	03/16/2023	343.00
		74456	73190	Check	1	105368		COLONIAL LIFE	Yes	No	No	USD	03/22/2023	3,044.93
		74455	73191	Check	1	104817		Minnesota Life Insurance Company	Yes	No	No	USD	03/22/2023	969.45
		74464	73192	Check	1	103797		BSN SPORTS LLC	Yes	No	No	USD	03/23/2023	6,650.85
		74463	73193	Check	1	103210		GREGORY, TROY	Yes	No	No	USD	03/23/2023	43.26
		74462	73194	Check	1	102806		HANDYMANS HARDWARE	Yes	No	No	USD	03/23/2023	130.48
		74470	73195	Check	1	46875		LAKESHORE	Yes	No	No	USD	03/23/2023	575.70
		74461	73196	Check	1	101855		MENARDS	Yes	No	No	USD	03/23/2023	453.12
		74468	73197	Check	1	104948		MIDWEST BUS PARTS, INC.	Yes	No	No	USD	03/23/2023	980.50
		74471	73198	Check	1	55800		MINNESOTA POWER	Yes	No	No	USD	03/23/2023	13,148.36

PINE RIVER BACKUS SCHOOLS
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2174		CHEC	74459	73199	Check	1	100459		PAN-O-GOLD BAKING CO	Yes	No	No	USD	03/23/2023	722.26
			74466	73200	Check	1	104547		PINE RIVER AREA FOOD SHELF	Yes	No	No	USD	03/23/2023	900.00
			74469	73201	Check	1	105080		RUDLANG, ANDREW	Yes	No	No	USD	03/23/2023	99.39
			74458	73202	Check	1	100434		SCHOOL SPECIALTY	Yes	No	No	USD	03/23/2023	23.59
			74460	73203	Check	1	101712		SHETKA, MIKE	Yes	No	No	USD	03/23/2023	76.74
			74457	73204	Check	1	04800		TDS TELECOM	Yes	No	No	USD	03/23/2023	4,972.51
			74465	73205	Check	1	104486		TEACHERS ON CALL	Yes	No	No	USD	03/23/2023	3,382.08
			74467	73206	Check	1	104719		TRIMARK-MARLINN LLC	Yes	No	No	USD	03/23/2023	134.90
			74472	73207	Check	1	03175		NATIONAL INSURANCE SERVICES	Yes	No	No	USD	03/24/2023	861.54
			74473	73208	Check	1	105195		TUNGSETH, TIM	Yes	No	No	USD	03/24/2023	915.49
			74475	73209	Check	1	00004		BEST WESTERN KELLY INN	Yes	No	No	USD	03/27/2023	108.12
			74476	73210	Check	1	105549		MetLife	Yes	No	No	USD	03/28/2023	1,075.31
			74515	73211	Check	1	59100		AUTO VALUE PARTS STORE	Yes	No	No	USD	03/29/2023	2,170.04
			74495	73212	Check	1	103197		BENGTSON, JOLENE	Yes	No	No	USD	03/29/2023	119.21
			74484	73213	Check	1	10045		BRIDGE OF HARMONY	Yes	No	No	USD	03/29/2023	70.00
			74493	73214	Check	1	102611		BUSINESS CARD	Yes	No	No	USD	03/29/2023	3,356.99
			74478	73215	Check	1	00078		CASS COUNTY AUDITOR / TREASUR	Yes	No	No	USD	03/29/2023	500.00
			74482	73216	Check	1	01119		CLIMATE MAKERS	Yes	No	No	USD	03/29/2023	1,724.96
			74502	73217	Check	1	103992		CRANNELL, CHARITY	Yes	No	No	USD	03/29/2023	5.00
			74479	73218	Check	1	00418		DACOTAH PAPER CO	Yes	No	No	USD	03/29/2023	809.58
			74488	73219	Check	1	101913		DEPARTMENT OF PUBLIC SAFETY	Yes	No	No	USD	03/29/2023	2,681.35
			74498	73220	Check	1	103397		GLS PROMOTIONS	Yes	No	No	USD	03/29/2023	132.00
			74494	73221	Check	1	102806		HANDYMANS HARDWARE	Yes	No	No	USD	03/29/2023	836.92
			74497	73222	Check	1	103392		HILLER'S COMMERCIAL FLOORS	Yes	No	No	USD	03/29/2023	408.00
			74512	73223	Check	1	37650		HILLYARD/HUTCHINSON	Yes	No	No	USD	03/29/2023	482.82
			74500	73224	Check	1	103966		IEA INC	Yes	No	No	USD	03/29/2023	1,070.50
			74491	73225	Check	1	102101		INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	USD	03/29/2023	60.94
			74486	73226	Check	1	101369		INTERQUEST DETECTION CANINES	Yes	No	No	USD	03/29/2023	340.00
			74490	73227	Check	1	102081		KENNEDY & GRAVEN	Yes	No	No	USD	03/29/2023	5,435.00
			74507	73228	Check	1	105170		LOGE, AUTUMN	Yes	No	No	USD	03/29/2023	129.75
			74504	73229	Check	1	104156		MARCHWICK CHIROPRACTIC	Yes	No	No	USD	03/29/2023	90.00
			74513	73230	Check	1	56100		MINNESOTA SCHOOL BOARDS ASSC	Yes	No	No	USD	03/29/2023	545.00
			74514	73231	Check	1	58360		NASCO	Yes	No	No	USD	03/29/2023	53.52
			74511	73232	Check	1	105620		NAVIGATE 360, LLC	Yes	No	No	USD	03/29/2023	3,572.50
			74485	73233	Check	1	101234		NORTHLAND FIRE PROTECTION LLC	Yes	No	No	USD	03/29/2023	1,325.00
			74483	73234	Check	1	100384		NORTHLAND SEPTIC MAINTENANCE	Yes	No	No	USD	03/29/2023	730.00
			74510	73235	Check	1	105441		ODP BUSINESS SOLUTIONS, LLC	Yes	No	No	USD	03/29/2023	138.08
			74503	73236	Check	1	104077		OFFICE SUPPLY.COM	Yes	No	No	USD	03/29/2023	63.18
			74496	73237	Check	1	103340		PIONEER MANUFACTURING CO	Yes	No	No	USD	03/29/2023	358.35
			74508	73238	Check	1	105174		QUADIENT FINANCE USA, INC.	Yes	No	No	USD	03/29/2023	1,000.00
			74487	73239	Check	1	101729		REICHERT BUS SERVICE	Yes	No	No	USD	03/29/2023	403.57

PINE RIVER BACKUS SCHOOLS

Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
2174		CHEC	74480	73240	Check	1	00423		ROTO ROOTER	Yes	No	No	USD	03/29/2023	318.00
			74492	73241	Check	1	102417		RTS	Yes	No	No	USD	03/29/2023	4.54
			74489	73242	Check	1	101941		SCHRUPP EXCAVATING LLC	Yes	No	No	USD	03/29/2023	2,870.00
			74501	73243	Check	1	103978		SHACKLE, REBECCA	Yes	No	No	USD	03/29/2023	500.00
			74509	73244	Check	1	105263		SYSTEMATIC TECHNOLOGIES, LLC.	Yes	No	No	USD	03/29/2023	4,289.53
			74505	73245	Check	1	104486		TEACHERS ON CALL	Yes	No	No	USD	03/29/2023	3,793.92
			74506	73246	Check	1	104719		TRIMARK-MARLINN LLC	Yes	No	No	USD	03/29/2023	359.10
			74499	73247	Check	1	103628		VERIZON WIRELESS	Yes	No	No	USD	03/29/2023	98.52
			74481	73248	Check	1	00566		XCEL ENERGY	Yes	No	No	USD	03/29/2023	19,804.18
Bank Total: CHEC														\$302,085.30	
Report Total:														\$302,085.30	

PINE RIVER-BACKUS SCHOOLS

Investment Report

April 3, 2023

Brokered CD's

3-Apr-23

<u>Name of Bank</u>	<u>Address</u>	<u>Orig Date</u>	<u>Maturity Date</u>	<u>Days</u>	<u>Amount</u>	<u>Percent</u>	<u>Interest To Date</u>
Franklin Bank	Franklin, TN	4/19/2021	4/19/2024	1096	\$ 99,000.00	1.50%	\$ 2,904.90
<i>Total Brokered CD's</i>					<u>\$ 99,000.00</u>		

Investments in Local Banks

Accrued Interest

Pine River State Bank (no broker)	Pine River, MN	1/12/2022	1/12/2025	36	\$ 249,253.11	0.65%	\$ 49,253.11
First National Bank of Walker (no broker)	Backus, MN	11/14/2022	11/14/2023	12	\$ 103,261.13	1.75%	\$ 4,261.13
<i>Total Pine River State Bank CD's</i>					<u>\$ 352,514.24</u>		

MN School District Liquid Asset Fund

<u>Name of Account / Bank</u>	<u>Orig Date</u>	<u>Maturity Date</u>	<u>Amount</u>	<u>Percent</u>	<u>Interest To Date</u>
MSDLAF Max & Liquid Class	NA	NA	4,055,667.64	Blended	NA
<i>Total MSDLAF</i>			<u>\$ 4,055,667.64</u>		

Business Treasury Savings Account (QZAB)

<u>Name of Bank</u>	<u>Orig Date</u>	<u>Maturity Date</u>	<u>Amount</u>	<u>Percent</u>	<u>Interest To Date</u>
Minnesota Bank & Trust	Edina, MN	9/3/2010	9/3/2024	\$ 764,117.82	3.04% \$ 186,664.74
			<u>\$ 764,117.82</u>		

Scholarship Funds

<u>Name of Fund</u>	<u>Maturity Date</u>	<u>Term</u>	<u>Amount</u>	<u>Percent</u>
Good Citizen Scholarship Savings Acct			536.16	0.15%
Marshall Scholarship CD	7/17/2025	36	39,770.72	0.90%
Marshall Savings			1,224.39	0.15%
Alfred Weise Scholarship CD	9/3/2023	48	5,492.30	1.61%
Alfred Weise Scholarship Savings			1,010.71	0.15%
Fillings (Reighard) Scholarship CD	4/16/2023	48	8,228.44	1.60%
Fillings (Reighard) Scholarship Savings Acct			67.94	0.15%
Evelyn W. Berg Savings			8,113.95	0.15%
Sheila Joan Anderson Scholarship CD	4/4/2025	48	1,303.96	0.80%
Sheila Joan Anderson Savings Acct			963.06	0.15%
Dennis Heemstra Scholarship CD - FNB	2/17/2025	60	104,622.87	2.02%
Dennis Heemstra Scholarship CD - FNB	4/3/2024	48	119,264.37	1.50%
Dennis Heemstra Scholarship CD - FNB	9/22/2026	48	58,847.43	1.55%
Dennis Heemstra Scholarship Savings - PRSB			13,465.31	0.50%
PR-B Scholarship CD	4/10/2025	36	10,500.51	0.65%
PR-B Scholarship Savings Acct			21,101.54	0.15%
Evan Lindquist Memorial Scholarship CD	6/20/2024	48	49,518.05	1.00%
Evan Lindquist Memorial Scholarship Savings			4,477.50	0.15%
Earl & Violet Fenton CD	5/2/2024	48	4,879.84	1.41%
Earl & Violet Fenton Savings Acct			405.39	0.15%
<i>Total Pine River State Bank / First National Bank Walker</i>			<u>\$ 453,794.44</u>	

TOTAL INVESTMENTS

\$ 4,960,976.32

Notes & Changes from prior report:

Balances updated per bank statements - PRSB CDs, MSDLAF, QZAB and Scholarships

PINE RIVER BACKUS SCHOOLS Multi Year Fd, Obj Series

Sequence: Fd, O/S	202109			202209			202309		
Description	Budget rbud21	Year to Date	%	Budget rbud22	Year to Date	%	Budget pbud23	Year to Date	%
01 General Fund									
100 Salaries & Wages	6,398,761.00	3,876,073.95	61%	6,732,315.00	4,109,166.40	61%	6,800,373.00	4,146,115.43	61%
200 Employee Benefits	1,745,599.00	1,053,997.97	60%	1,780,984.00	1,119,066.58	63%	1,889,735.00	1,122,383.28	59%
300 Purchased Services	1,252,702.00	734,256.79	59%	1,419,565.00	892,224.51	63%	1,333,725.00	945,105.15	71%
400 Supplies & Materials	682,399.00	522,281.45	77%	513,907.00	329,207.90	64%	468,017.00	306,894.48	66%
500 Capital Expenditures	64,052.00	84,352.20	132%	0.00	361.54	0%	0.00	4,801.28	0%
800 Other Expenditures	24,094.00	21,854.00	91%	24,094.00	16,939.16	70%	24,094.00	22,028.50	91%
900 Other Financing Uses	110,000.00	0.00	0%	110,000.00	0.00	0%	110,000.00	0.00	0%
01 General Fund	10,277,607.00	6,292,816.36	61%	10,580,865.00	6,466,966.09	61%	10,625,944.00	6,547,328.12	62%
02 Food Service Fund									
100 Salaries & Wages	182,276.00	102,274.75	56%	181,931.00	112,114.90	62%	191,247.00	114,363.28	60%
200 Employee Benefits	42,158.00	25,978.39	62%	44,886.00	27,814.25	62%	45,846.00	28,674.50	63%
300 Purchased Services	11,390.00	8,283.95	73%	11,520.00	9,204.21	80%	11,520.00	16,675.78	145%
400 Supplies & Materials	239,333.00	151,990.01	64%	257,500.00	187,044.01	73%	257,500.00	217,043.96	84%
500 Capital Expenditures	5,000.00	0.00	0%	5,000.00	0.00	0%	5,000.00	1,257.97	25%
800 Other Expenditures	1,200.00	1,278.50	107%	1,200.00	626.00	52%	1,200.00	2,372.00	198%
02 Food Service Fund	481,357.00	289,805.60	60%	502,037.00	336,803.37	67%	512,313.00	380,387.49	74%
03 Transportation Fund									
100 Salaries & Wages	450,738.00	282,619.48	63%	468,263.00	295,320.49	63%	470,857.00	275,874.43	59%
200 Employee Benefits	90,312.00	56,278.02	62%	87,806.00	53,580.83	61%	92,157.00	50,858.04	55%
300 Purchased Services	33,102.00	38,867.15	117%	29,902.00	61,939.56	207%	27,808.00	56,277.86	202%
400 Supplies & Materials	159,000.00	74,085.61	47%	161,000.00	118,122.21	73%	161,000.00	125,858.59	78%
500 Capital Expenditures	130,000.00	153,357.87	118%	163,958.00	201,005.40	123%	130,000.00	219.98	0%
800 Other Expenditures	4,810.00	2,830.00	59%	3,600.00	2,825.00	78%	3,600.00	4,850.00	135%
03 Transportation Fund	867,962.00	608,038.13	70%	914,529.00	732,793.49	80%	885,422.00	513,938.90	58%
04 Community Service									
100 Salaries & Wages	207,159.00	119,363.29	58%	259,361.00	144,766.70	56%	276,882.00	161,792.72	58%
200 Employee Benefits	56,970.00	34,759.50	61%	80,734.00	47,289.85	59%	88,351.00	53,859.29	61%
300 Purchased Services	25,658.00	5,939.69	23%	28,715.00	9,372.06	33%	28,715.00	22,553.29	79%
400 Supplies & Materials	13,800.00	3,925.87	28%	15,100.00	6,604.43	44%	15,100.00	14,436.22	96%

PINE RIVER BACKUS SCHOOLS
Multi Year Fd, Obj Series

Sequence: Fd, O/S	Description	202109			202209			202309		
		Budget rbud21	Year to Date	%	Budget rbud22	Year to Date	%	Budget pbud23	Year to Date	%
04	Community Service									
	800 Other Expenditures	5,550.00	644.00	12%	5,700.00	676.00	12%	5,700.00	730.00	13%
04	Community Service	309,137.00	164,632.35	53%	389,610.00	208,709.04	54%	414,748.00	253,371.52	61%
05	Capital Expenditure									
	300 Purchased Services	138,310.00	122,278.02	88%	180,040.00	173,213.44	96%	172,000.00	79,699.72	46%
	400 Supplies & Materials	79,100.00	29,851.14	38%	79,100.00	71,689.97	91%	79,100.00	71,689.52	91%
	500 Capital Expenditures	184,554.00	156,342.60	85%	289,422.00	129,001.05	45%	322,000.00	286,929.93	89%
05	Capital Expenditure	401,964.00	308,471.76	77%	548,562.00	373,904.46	68%	573,100.00	438,319.17	76%
06	Construction									
	500 Capital Expenditures	401,765.00	130,314.25	32%	227,740.00	227,739.60	100%	0.00	0.00	0%
06	Construction	401,765.00	130,314.25	32%	227,740.00	227,739.60	100%	0.00	0.00	0%
07	Debt Redemption Fund									
	700 Debt Service	504,564.00	504,098.74	100%	523,612.00	523,607.05	100%	532,711.00	531,698.59	100%
07	Debt Redemption Fund	504,564.00	504,098.74	100%	523,612.00	523,607.05	100%	532,711.00	531,698.59	100%
08	Scholarship									
	800 Other Expenditures	65,200.00	40,825.00	63%	43,150.00	43,150.00	100%	101,250.00	57,350.00	57%
08	Scholarship	65,200.00	40,825.00	63%	43,150.00	43,150.00	100%	101,250.00	57,350.00	57%
20	Student Activity Fund									
	400 Supplies & Materials	184,889.97	26,244.54	14%	198,309.25	68,017.43	34%	184,188.49	138,987.93	75%
20	Student Activity Fund	184,889.97	26,244.54	14%	198,309.25	68,017.43	34%	184,188.49	138,987.93	75%
	Report Totals:	13,494,445.97	8,365,246.73	62%	13,928,414.25	8,981,690.53	64%	13,829,676.49	8,861,381.72	64%

PINE RIVER BACKUS SCHOOLS

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void			Amount	
									Print	Recon	Void		Date
CHEC		74271		Wire	1	105351	MEDICA		No	No	No	03/01/2023	82,696.48
CHEC		74348		Wire	1	105548	FIDELITY SECURITY LIFE INSURANCE		No	No	No	03/06/2023	187.71
CHEC		74446		Wire	1	102302	PUBLIC EMPLOYEE RETIRE ASSOC		No	No	No	03/16/2023	25,277.84
CHEC		74447		Wire	1	102303	STATE OF MN TAX WITHHOLDING		No	No	No	03/16/2023	21,439.10
CHEC		74448		Wire	1	102304	US GOVT TAX WITHHOLDING		No	No	No	03/16/2023	138,133.60
CHEC		74449		Wire	1	104958	FURTHER		No	No	No	03/16/2023	6,082.60
CHEC		74450		Wire	1	104996	Minnesota State Retirement System		No	No	No	03/16/2023	550.00
CHEC		74451		Wire	1	105150	AVIBEN		No	No	No	03/16/2023	17,615.29
CHEC		74452		Wire	1	83400	MN TEACHERS RETIREMENT ASSOC		No	No	No	03/16/2023	74,525.04
CHEC		74474		Wire	1	105548	FIDELITY SECURITY LIFE INSURANCE		No	No	No	03/27/2023	187.71
CHEC		74477		Wire	1	102304	US GOVT TAX WITHHOLDING		No	No	No	03/29/2023	6.98
Bank Total:												\$366,702.35	
Report Total:												\$366,702.35	

Resolution Accepting Monetary Awards and Donations

Be it resolved by the School Board of Independent School District No 2174 that we hereby acknowledge and accept the following monetary awards and donations received in March 2023:

<u>Name</u>	<u>Amount</u>	<u>Purpose</u>
Pine River American Legion	\$100.00	ALP Rewards Program
Hunt Utility Group (HUG)	\$500.00	Robotics Program
Lexington Manufacturing	\$500.00	Robotics Program
Delta Airlines Match Program (Dan Meixner)	\$1,000.00	Tiger Den Food Pantry and Volleyball
Bull Moose Township	\$150.00	Tiger Den Food Pantry
Resource Training and Solutions	\$1,000.00	PBIS Grant

PINE RIVER-BACKUS SCHOOL DISTRICT #2174

CLASSIFIED EMPLOYEE PERSONNEL POLICIES

2023-24

2024-25

Table of Contents

I.	Covered Employees.....	1
II.	At-Will Employment.....	1
III.	Rates of Pay.....	1
IV.	Group Insurance.....	1
	A. Selection of Carrier.....	1
	B. Claims Against the School District.....	1
	C. Duration of Insurance Contribution.....	1
	D. Revisions.....	1
	E. Term Life Insurance.....	2
V.	Leaves of Absence.....	2
	A. Sick Leave.....	2
	B. Emergency Leave.....	2
	C. Insurance Application.....	3
VI.	Hours of Service and Duty Year.....	3
	A. Basic Work Week and Basic Work Year.....	3
	B. School Closings.....	3
	C. Overtime.....	3
VII.	Holidays.....	3
	A. Paid Holidays.....	3
	B. Weekends.....	3
	C. Vacation.....	3
VIII.	Vacations.....	3
	A. Earned Vacation.....	3
	B. Application.....	4
IX.	403(b) Match.....	4
X.	Duration and Notification of Modifications.....	4

I
COVERED EMPLOYEES

These personnel policies apply to the following at-will employees of Independent School District No. 2174, Pine River-Backus, Minnesota, hereinafter referred to as the School District: ALC Director, Director of Buildings and Grounds, Food Service Director, Community Education Director/Communications Coordinator, Director of Teaching and Learning, High Reliability Schools Coordinator, Mechanic, Transportation Director, Transportation Personnel, Technology Director, Technology Specialists, Human Resource Director, Business Manager, Youth and Family Services Workers, Food Service Workers, School Nurse and any other qualifying personnel.

II
AT-WILL EMPLOYMENT

The employees covered by these personnel policies are at-will employees whose employment may be terminated by either the individual employee or the School District at any time, with or without just cause, with ten working-days written notice.

III
RATES OF PAY

The rates of pay of the employees covered by these personnel policies are stipulated in the individual employment at-will letter of assignment of the employees.

IV
GROUP INSURANCE

- A. Selection of Carrier: The selection of the insurance carrier and policy shall be made by the School District.
- B. Claims Against the School District: No claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.
- C. Duration of Insurance Contribution: An employee is eligible for the School District's contribution toward the School District's group health insurance plan as stipulated in the employee's individual employment-at-will letter of assignment as long as the employee is employed by the School District and working more than thirty hours per week. Upon termination of employment, all School District contribution shall cease.
- D. Revisions: In the event health insurance premium costs will cause or do cause penalties, fees or fines to be assessed against the School District, the parties agree to revise this

assignment and eliminate or reduce the penalties, fees or fines to be assessed against the School District.

- E. Term Life Insurance: The School District shall provide term life insurance in the amount of \$20,000 for each employee working more than twenty hours per week who is covered by these personnel policies.

V

LEAVES OF ABSENCE

- A. Sick Leave: Those employees who qualify for sick leave as stipulated in the individual employment at-will letter of assignment shall accrue sick leave at the rate of one and one-fourth days for each month of service in the employ of the School District. Annual sick leave shall accrue monthly as it is earned on a proportionate basis to the employee's work year.
 - 1. Unused sick leave days may accumulate to a maximum credit of one hundred days for employees employed 1,650-2,080 hours per year. Unused sick leave days may accumulate to a maximum credit of seventy-five days for employees working less than 1,650 hours per year.
 - 2. Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to the employee's illness/disability which prevented his/her attendance at school and performance of duties on that day or days. In addition, an employee may use sick leave pursuant to M.S. 181.9413.
 - 3. The School District may require an employee to furnish a medical certificate from a qualified physician 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 School District. In the event a medical certificate will be required, the employee will be advised. The School District may also require an employee to furnish a medical certificate from a qualified physician as evidence of fitness to return to work.
 - 4. Sick leave allowed shall be deducted from the accrued sick leave days earned by the employee.
 - 5. Illness or accident to the employee directly related to outside employment will not be covered under this policy.
 - 6. Sick leave pay shall only be approved upon submission of a signed sick leave form available in the building offices or electronically approved via Aesop/Frontline.

- B. Emergency Leave: Up to five days of emergency leave may be allowed per year, the days to be deducted from sick leave. All applications for emergency leave must have approval from the employee's supervisor.
 - 1. Uses of emergency leave may include deaths, funerals, court appearances, estate settlements, or other personal situations which require the employee's attention during hours of employment with the School District.

- C. Insurance Application: An employee on unpaid leave is eligible to continue to participate in the School District's group insurance programs if permitted under the insurance policy provisions. The employee shall pay the entire premium for such insurance commencing with the beginning of the leave, and shall pay to the School District the monthly premium in advance. Failure to pay the monthly premium in advance will result in immediate cancellation of the employee's policy.

VI
HOURS OF SERVICE AND DUTY YEAR

- A. Basic Work Week and Basic Work Year: Each employee's basic work week and basic work year shall be determined and may be modified by the Superintendent (or as stipulated in the employee's individual employment-at-will letter of assignment).
- B. School Closings: In the event school is closed for any reason and the employees are not required to perform services, the employee's compensation will be reduced accordingly.
- C. Overtime. Overtime for non-exempt employees will be paid at the rate of time-and-one-half for all hours worked in excess of forty hours per week. No overtime will be allowed without prior, written approval of the employee's supervisor. Compensatory time may be taken with the supervisor's written approval.

VII
HOLIDAYS

- A. Paid Holidays. Each employee shall be granted paid holidays as stipulated in the employee's individual employment-at-will letter of assignment.
- B. Weekends: Holidays that fall on weekends will be observed on a day established by the Superintendent.
- C. Vacation. Any legal holiday which falls within an employee's vacation period shall not be counted as a vacation day.

VIII
VACATIONS

- A. Earned Vacation:
 - 1. Employees working 1,900-2,080 hours per year shall earn vacation as follows:
 - a. Five days after one year;
 - b. Ten days after three years;
 - c. Fifteen days after ten years;
 - d. Twenty days after twenty years.
 - * Or as noted in individual employment at-will letter of assignment.

2. Employees working 1,650-1,899 hours per year shall earn pro-rated vacation based on the schedule in “A.1.” above.

B. Application:

1. If an employee resigns before completing the first full year of service, he/she shall not be entitled to any vacation pay. An employee who has completed at least one year of service shall be entitled to receive the pro-rata pay for unused vacation time provided such employee provides the School District with at least two weeks advance, written notice of the employee’s resignation time.
2. The scheduling of all vacation time shall be approved by the employee’s supervisor.
3. A full year of service or the advancement date is the employee’s employment anniversary date.
4. Employees will be able to carry over up to twenty vacation days each year based on individual anniversary dates. Vacation days in excess of twenty days will be lost.

IX
403(b) MATCH

An employee is eligible for the School District’s 403(b) match as stipulated in the employee’s individual employment-at-will letter of assignment. District and employee contributions into a 403(b) account will be limited to approved vendors in accordance with the District 403(b) Written Plan Document. A list of approved vendors will be maintained in accordance with the Written Plan Document and available in the District Office.

X
DURATION AND NOTIFICATION OF MODIFICATIONS

These personnel policies shall remain in force until modifications are made by the School Board. In the event modifications are made, the affected employee(s) will be given at least a two-week written notification and explanation of the modification(s).

2023-25 At-Will Employees
Total Package Costs - Includes Salary and Benefits

Position	Base Year	2023-24	Increase 23-24	% Increase	2024-25	Increase 24-25	% Increase	Total 2 Year	Wage increase
ALP Director	\$60,175.22	\$62,087.15	\$1,911.94	3.18%	\$63,949.77	\$1,862.61	3.00%	6.18%	3%/3%
Bus Drivers (14)	\$332,070.48	\$356,975.77	\$24,905.29	7.50%	\$383,748.95	\$26,773.18	7.50%	15.00%	7.5%/7.5%
Business Manager	\$98,244.23	\$103,340.44	\$5,096.21	5.19%	\$108,586.46	\$5,246.02	5.08%	10.26%	5%/5%
Comm Ed/Comm Dir	\$73,930.14	\$77,978.86	\$4,048.72	5.48%	\$82,006.80	\$4,027.94	5.17%	10.64%	5%/5%
Dir of Teaching/Lrng	\$106,775.20	\$112,881.60	\$6,106.40	5.72%	\$118,688.22	\$5,806.62	5.14%	10.86%	6%/5%
Dir of Bldgs/Grounds	\$91,716.12	\$96,510.93	\$4,794.81	5.23%	\$101,440.48	\$4,929.55	5.11%	10.34%	5%/5%
HRS Coordinator	\$29,767.65	\$31,347.19	\$1,579.54	5.31%	\$32,914.55	\$1,567.36	5.00%	10.31%	5%/5%
Human Resource Dir	\$77,656.56	\$83,767.48	\$6,110.92	7.87%	\$87,298.98	\$3,531.50	4.22%	12.09%	8%/4%
Mechanic	\$29,689.87	\$32,094.85	\$2,404.98	8.10%	\$33,378.64	\$1,283.79	4.00%	12.10%	8%/4%
Nurse	\$63,296.00	\$68,325.04	\$5,029.04	7.95%	\$70,087.52	\$1,762.48	2.58%	10.52%	7.65%/1.95%
Tech Director	\$99,730.78	\$104,332.06	\$4,601.28	4.61%	\$109,726.20	\$5,394.14	5.17%	9.78%	5%/5%
Tech Specialist (MS)	\$64,816.09	\$70,099.78	\$5,283.69	8.15%	\$73,184.57	\$3,084.79	4.40%	12.55%	8%/4%
Tech Specialist (JH)	\$57,686.00	\$61,385.96	\$3,699.96	6.41%	\$64,122.20	\$2,736.24	4.46%	10.87%	6%/4%
Transportation Dir	\$64,815.00	\$68,809.50	\$3,994.50	6.16%	\$71,490.68	\$2,681.18	3.90%	10.06%	6%/4%
Van Drivers (4)	\$79,577.33	\$88,643.39	\$9,066.06	11.39%	\$90,830.68	\$2,187.29	2.47%	13.86%	11.2%/2%
YFS Worker (OB)	\$55,633.00	\$60,457.98	\$4,824.98	8.67%	\$62,204.38	\$1,746.41	2.89%	11.56%	8.6%/2.2%
YFS Worker (AL)	\$58,577.39	\$62,785.16	\$4,207.77	7.18%	\$64,530.41	\$1,745.26	2.78%	9.96%	6.9%/2.1%
TOTALS	\$1,444,157.05	\$1,541,823.12	\$97,666.07		\$1,618,189.49	\$76,366.37		\$174,032.44	

District health insurance contribution increase from \$585 per month to \$640 per month for fiscal year 2024 and \$689 per month for fiscal year 2025 for those who qualify and participate in the group health insurance. The Technology Director and Director of Teaching and Learning are grandfather in at \$642.10 per month for fiscal year 2024.

Van Drivers are granted one additional paid personal leave day (from 2 days to 3) effective with fiscal year 2024.

Adopted: 2000
Revised: 2016
Reviewed: 2019
Next Review: Tri-Annual

Pine River-Backus School District Policy 806
Orig. 2022

806 CRISIS MANAGEMENT POLICY

[Note: The Minnesota Commissioner of Education is required to maintain and make available to school boards and charter schools a Model Crisis Management Policy. See Minnesota Statutes section, § 121A.035. School boards and charter schools must adopt a Crisis Management Policy to address potential crisis situations in their school districts or charter schools. Id. This Model Crisis Management Policy was originally the result of a collaborative effort among the Minnesota Department of Education, Division of Compliance and Assistance; the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management; and the Minnesota School Boards Association.]

I. PURPOSE

The purpose of this Model Crisis Management Policy is to act as a guide for school district and building administrators, school employees, students, school board members, and community members to address a wide range of potential crisis situations in the school district. For purposes of this Policy, the term, “school districts,” shall include charter schools. The step-by-step procedures suggested by this Policy will provide guidance to each school building in drafting crisis management plans to coordinate protective actions prior to, during, and after any type of emergency or potential crisis situation. Each school district should develop tailored building-specific crisis management plans for each school building in the school district, and sections or procedures may be added or deleted in those crisis management plans based on building needs.

The school district will, to the extent possible, engage in ongoing emergency planning within the school district and with emergency responders and other relevant community organizations. The school district will ensure that relevant emergency responders in the community have access to their building-specific crisis management plans and will provide training to school district staff to enable them to act appropriately in the event of a crisis.

II. GENERAL INFORMATION

A. The Policy and Plans

The school district’s Crisis Management Policy has been created in consultation with local community response agencies and other appropriate individuals and groups that would likely be involved in the event of a school emergency. It is designed so that each building administrator can tailor a building-specific crisis management plan to meet that building’s specific situation and needs.

The school district's administration and/or the administration of each building shall present tailored building-specific crisis management plans to the school board for review and approval. The building-specific crisis management plans will include general crisis procedures and crisis-specific procedures. Upon approval by the school board, such crisis management plans shall be an addendum to this Crisis Management Policy. This Policy and the plans will be maintained and updated on an annual basis.

B. Elements of the District Crisis Management Policy

1. 1. General Crisis Procedures. The Crisis Management Policy includes general crisis procedures for securing buildings, classroom evacuation, building evacuation, campus evacuation, and sheltering. The Policy designates the individual(s) who will determine when these actions will be taken. These district-wide procedures may be modified by building administrators when creating their building-specific crisis management plans. A communication system will be in place to enable the designated individual to be contacted at all times in the event of a potential crisis, setting forth the method to contact the designated individual, the provision of at least two designees when the contact person is unavailable, and the method to convey contact information to the appropriate staff persons. The alternative designees may include members of the emergency first responder response team. A secondary method of communication should be included in the plan for use when the primary method of communication is inoperable. Each building in the school district will have access to a copy of the Comprehensive School Safety Guide (2011 Edition) to assist in the development of building-specific crisis management plans.

All general crisis procedures will address specific procedures for the safe evacuation of children and employees with special needs such as physical, sensory, motor, developmental, and mental health challenges.

[Note: More specific information on planning for children with special needs can be found in the Comprehensive School Safety Guide (2011 Edition) and United States Department of Education's document entitled, "Practical Information on Crisis Planning, a Guide for Schools and Communities." A website link is provided in the resource section of this Policy.]

- a. Lock-Down Procedures. Lock-down procedures will be used in situations where harm may result to persons inside the school building, such as a shooting, hostage incident, intruder, trespass, disturbance, or when determined to be necessary by the building administrator or his or her designee. The building administrator or designee will announce the lock-down over the public address system or other designated system. Code words will not be used. Provisions for emergency evacuation will be maintained even in the event of a lock-down. Each building administrator

will submit lock-down procedures for their building as part of the building-specific crisis management plan.

[Note: State law requires a minimum of five school lock-down drills each school year. See Minnesota Statutes section, 121A.035.]

- b. Evacuation Procedures. Evacuations of classrooms and buildings shall be implemented at the discretion of the building administrator or his or her designee. Each building's crisis management plan will include procedures for transporting students and staff a safe distance from harm to a designated safe area until released by the building administrator or designee. Safe areas may change based upon the specific emergency situation. The evacuation procedures should include specific procedures for children with special needs, including children with limited mobility (wheelchairs, braces, crutches, etc.), visual impairments, hearing impairments, and other sensory, developmental, or mental health needs. The evacuation procedures should also address transporting necessary medications for students that take medications during the school day.

[Note: State law requires a minimum of five school fire drills, consistent with Minnesota Statutes section 299F.30, and one school tornado drill each school year. See Minnesota Statutes section 121A.035.]

- c. Sheltering Procedures. Sheltering provides refuge for students, staff, and visitors within the school building during an emergency. Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change based upon the specific emergency. The building administrator or his or her designee will announce the need for sheltering over the public address system or other designated system. Each building administrator will submit sheltering procedures for his or her building as part of the building-specific crisis management plan.

[Note: The Comprehensive School Safety Guide (2011 Edition) has sample lock-down procedures, evacuation procedures, and sheltering procedures.]

2. Crisis-Specific Procedures. The Crisis Management Policy includes crisis-specific procedures for crisis situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed to enable building administrators to tailor response procedures when creating building-specific crisis management plans.

[Note: The Comprehensive School Safety Guide (2011 Edition) includes crisis-specific procedures.]

3. School Emergency Response Teams

- a. Composition. The building administrator in each school building will select a school emergency response team that will be trained to respond to emergency situations. All school emergency response team members will receive on-going training to carry out the building's crisis management plans and will have knowledge of procedures, evacuation routes, and safe areas. For purposes of student safety and accountability, to the extent possible, school emergency response team members will not have direct responsibility for the supervision of students. Team members must be willing to be actively involved in the resolution of crises and be available to assist in any crisis situation as deemed necessary by the building administrator. Each building will maintain a current list of school emergency response team members which will be updated annually. The building administrator, and his or her alternative designees, will know the location of that list in the event of a school emergency. A copy of the list will be kept on file in the school district office, or in a secondary location in single building school districts.

[Note: The Comprehensive School Safety Guide (2011 Edition) has a sample School Emergency Response Team list.]

- b. Leaders. The building administrator or his or her designee will serve as the leader of the school emergency response team and will be the primary contact for emergency response officials. In the event the primary designee is unavailable, the designee list should include more than one alternative designee and may include members of the emergency response team. When emergency response officials are present, they may elect to take command and control of the crisis. It is critical in this situation that school officials assume a resource role and be available as necessary to emergency response officials.

III. PREPARATION BEFORE AN EMERGENCY

A. Communication

1. District Employees. Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they must be aware of their role in responding to crisis situations. This also applies to non-teaching school personnel who have direct contact with students. All staff shall be aware of the school district's Crisis Management Policy and their own building's crisis management plan. Each school's building-specific crisis management plan shall include the method and dates of dissemination of the plan to its staff. Employees will receive a copy of the relevant building-specific crisis management plans and shall receive periodic training on plan implementation.

2. Students and Parents. Students and parents shall be made aware of the school district's Crisis Management Policy and relevant tailored crisis management plans for each school building. Each school district's building-specific crisis management plan shall set forth how students and parents are made aware of the district and school-specific plans. Students shall receive specific instruction on plan implementation and shall participate in a required number of drills and practice sessions throughout the school year.

B. Planning and Preparing for Fire

1. Designate a safe area at least 50 feet away from the building to enable students and staff to evacuate. The safe area should not interfere with emergency responders or responding vehicles and should not be in an area where evacuated persons are exposed to any products of combustion. (Depending on the wind direction, where the building on fire is located, the direction from which the fire is arriving, and the location of fire equipment, the distance may need to be extended.)

[Note: Evacuation areas at least 50 feet from school buildings are recommended but not mandated by statute or rule. Evacuation areas should be selected based on safety and the individual school site's proximity to streets, traffic patterns, and other hazards.]

2. Each building's facility diagram and site plan shall be available in appropriate areas of the building and shall identify the most direct evacuation routes to the designated safe areas both inside and outside of the building. The facility diagram and site plan must identify the location of the fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs.
3. Teachers and staff will receive training on the location of the primary emergency evacuation routes and alternate routes from various points in the building. During fire drills, students and staff will practice evacuations using primary evacuation routes and alternate routes.
4. Certain employees, such as those who work in hazardous areas in the building, will receive training on the locations and proper use of fire extinguishers and protective clothing and equipment.
5. Fire drills will be conducted periodically without warning at various times of the day and under different circumstances, e.g., lunchtime, recess, and during assemblies. State law requires a minimum of five fire drills each school year, consistent with *Minnesota Statutes section 299F.30*. See *Minnesota Statutes section 121A.035*.

[Note: The State Fire Marshal advises schools to defer fire drills during the winter months.]

6. A record of fire drills conducted at the building will be maintained in the building administrator's office.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Preparedness/Planning section, has a sample fire drills schedule and log.]

7. The school district will have prearranged sites for emergency sheltering and transportation as needed.
8. The school district will determine which staff will remain in the building to perform essential functions if safe to do so (e.g., switchboard, building engineer, etc.). The school district also will designate an administrator or his or her designee to meet local fire or law enforcement agents upon their arrival.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Response section, has a sample fire procedure form, evacuation/relocation and student reunification/release procedures, and planning for student reunification.]

C. Facility Diagrams and Site Plans

All school buildings will have a facility diagram and site plan that includes the location of primary and secondary evacuation routes, exits, designated safe areas inside and outside of the building, and the location of fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs. All facility diagrams and site plans will be updated regularly and whenever a major change is made to a building. Facility diagrams and site plans will be maintained by the building administrator and will be easily accessible and on file in the school district office. Facility diagrams and site plans will be provided to first responders, such as fire and law enforcement personnel.

[Note: For single building school districts, such as charter schools, a secondary location for the diagrams and site plans will be included in the district's Crisis Management Policy and may include filing documents with a charter school sponsor, or compiling facility diagrams and site plans on a CD-Rom and distributing copies to first responders or sharing the documents with first responders during the crisis planning process.]

[Note: To the extent data contained in facility diagrams and site plans constitute security information pursuant to Minnesota Statutes section 13.37, school districts are advised to consult with appropriate officials and/or legal counsel prior to dissemination of the facility diagrams or site plans to anyone other than first responders.]

D. Emergency Telephone Numbers

Each building will maintain a current list of emergency telephone numbers and the names and addresses of local, county, and state personnel who may be involved in a crisis situation. The list will include telephone numbers for local police, fire, ambulance, hospital, the Poison Control Center, county and state emergency management agencies, local public works departments, local utility companies, the

public health nurse, mental health/suicide hotlines, and the county welfare agency. A copy of this list will be kept on file in the school district office, or at a secondary location for single building school district and will be updated annually.

School district employees will receive training on how to make emergency contacts, including 911 calls, when the school district's main telephone number and location is electronically conveyed to emergency personnel instead of the specific building in need of emergency services.

School district plans will set forth a process to internally communicate an emergency, using telephones in classrooms, intercom systems, or two-way radios, as well as the procedure to enable the staff to rapidly convey emergency information to a building designee. Each plan will identify a primary and secondary method of communication for both internal and secondary use. It is recommended that the plan include several methods of communication because computers, intercoms, telephones, and cell phones may not be operational or may be dangerous to use during an emergency.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Preparedness/Planning section, has a sample Emergency Phone Numbers list.]

E. Warning and Notification Systems

The school district shall maintain a warning system designed to inform students, staff, and visitors of a crisis or emergency. This system shall be maintained on a regular basis under the maintenance plan for all school buildings. The school district should consider an alternate notification system to address the needs of staff and students with special needs, such as vision or hearing.

The building administrator shall be responsible for informing students and employees of the warning system and the means by which the system is used to identify a specific crisis or emergency situation. Each school's building-specific crisis management plan will include the method and frequency of dissemination of the warning system information to students and employees.

Early School Closure Procedures

The superintendent will make decisions about closing school or buildings as early in the day as possible. The early school closure procedures will set forth the criteria for early school closure (e.g., weather-related, utility failure, or a crisis situation), will specify how closure decisions will be communicated to staff, students, families, and the school community (designated broadcast media, local authorities, e-mail, or district or school building web sites), and will discuss the factors to be considered in closing and reopening a school or building.

Early school closure procedures also will include a reminder to parents and guardians to listen to designated local radio and TV stations for school closing announcements, where possible.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Response section, provides universal procedures for severe weather shelter.]

G. Media Procedures

The superintendent has the authority and discretion to notify parents or guardians and the school community in the event of a crisis or early school closure. The superintendent will designate a spokesperson who will notify the media in the event of a crisis or early school closure. The spokesperson shall receive training to ensure that the district is in strict compliance with federal and state law relative to the release of private data when conveying information to the media.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Response section, has a sample Media Procedures form.]

H. Behavioral Health Crisis Intervention Procedures

Short-term behavioral health crisis intervention procedures will set forth the procedure for initiating behavioral health crisis intervention plans. The procedures will utilize available resources including the school psychologist, counselor, community behavioral health crisis intervention, or others in the community. Counseling procedures will be used whenever the superintendent or the building administrator determines it to be necessary, such as after an assault, a hostage situation, shooting, or suicide. The behavioral health crisis intervention procedures shall include the following steps:

1. Administrator will meet with relevant persons, including school psychologists and counselors, to determine the level of intervention needed for students and staff.
 2. Designate specific rooms as private counseling areas.
 3. Escort siblings and close friends of any victims as well as others in need of emotional support to the counseling areas.
 4. Prohibit media from interviewing or questioning students or staff.
 5. Provide follow-up services to students and staff who receive counseling.
 6. Resume normal school routines as soon as possible.
- #### I. Long-Term Recovery Intervention Procedures

Long-term recovery intervention procedures may involve both short-term and long-term recovery planning:

1. Physical/structural recovery.
2. Fiscal recovery.
3. Academic recovery.
4. Social/emotional recovery.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Recovery section, addresses the recovery components in more detail.]

IV. SAMPLE PROCEDURES INCLUDED IN THIS POLICY

Sample procedures for the various hazards/emergencies listed below are attached to this Policy for use when drafting specific crisis management plans. Additional sample procedures may be found in the Response section of the Comprehensive School Safety Guide (2011 Edition). After approval by the school board, an adopted procedure will become an addendum to the Crisis Management Policy.

Fire

Hazardous Materials

Severe Weather: Tornado/Severe Thunderstorm/Flooding

Medical Emergency

Fight/Disturbance

Assault

Intruder

Weapons

Shooting

Hostage

Bomb Threat

Chemical or Biological Threat

Checklist for Telephone Threats

Demonstration

Suicide

Lock-down Procedures

Shelter-In-Place Procedures

Evacuation/Relocation

Media Procedures

Post-Crisis Procedures

U. School Emergency Response Team

V. Emergency Phone Numbers

W. Highly Contagious Serious Illness or Pandemic Flu

V. MISCELLANEOUS PROCEDURES

A. Chemical Accidents

Procedures for reporting chemical accidents shall be posted at key locations such as chemistry labs, art rooms, swimming pool areas, and janitorial closets.

[Note: School buildings must maintain Material Safety Data Sheets (M.S.D.S.) for all chemicals on campus. State law, federal law, and OSHA require that pertinent staff have access to M.S.D.S. in the event of a chemical accident.]

B. Visitors

The school district shall implement procedures mandating visitor sign in and visitors in school buildings. See MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites).

The school district shall implement procedures to minimize outside entry into school buildings except at designated check-in points and assure that all doors are locked prior to and after regular building hours.

C. Student Victims of Criminal Offenses at or on School Property

The school district shall establish procedures allowing student victims of criminal offenses on school property the opportunity to transfer to another school within the school district.

[Note: The Every Student Succeeds Act, 20 United States Code section, 6301, et seq.; Title IX, 20 United States Code section, 1681, et seq.; and the Unsafe School Choice Option, 20 United States Code section, 7912, require school districts to establish such transfer procedures.]

D. Radiological Emergencies at Nuclear Generating Plants [OPTIONAL]

School districts within a 10 mile radius of the Monticello or Prairie Island nuclear power plants will implement crisis plans in the event of an accident or incident at the power plant.

Questions relative to the creation or implementation of such plans will be directed to the Minnesota Department of Public Safety.

Legal References: Minn. Stat. Ch. 12 (Emergency Management)
Minn. Stat. Ch. 12A (Natural Disaster; State Assistance)
Minn. Stat. § 121A.035 (Crisis Management Policy)
Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. § 299F.30 (Fire Drill in School; Doors and Exits)
Minn. Stat. § 326B.02, Subd. 6 (Powers)
Minn. Stat. § 326B.106 (General Powers of Commissioner of Labor and Industry)
Minn. Stat. § 609.605, Subd. 4 (Trespasses)
Minn. Rules Ch. 7511 (Fire Code)
20 U.S.C. § 1681, et seq. (Title IX)
20 U.S.C. § 6301, et seq. (The Every Student Succeeds Act)
20 U.S.C. § 7912 (Unsafe School Choice Option)
42 U.S.C. § 5121 et seq. (Disaster Relief and Emergency Assistance)

<https://dps.mn.gov/divisions/sfm/documents/2011comprehensiveschoolsafetyguide.pdf>

Adopted: 2012
Policy 807
Revised: 2022
Reviewed: 2022
Next Review: Tri-Annual

Pine River-Backus School

Orig. 2012

807 HEALTH AND SAFETY POLICY

[Note: To receive health and safety revenue for any fiscal year, school districts must submit an application to the Minnesota Commissioner of Education, along with a health and safety budget adopted and confirmed by the school board as being consistent with the school district's health and safety policy. This policy has been approved by the Minnesota Department of Education.]

The subdivisions of Minnesota Statutes Section, 123B.57 that relate to a school district's ability to apply for health and safety revenue have been repealed effective fiscal year 2017. The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to implement a health and safety program that includes plans and procedures to protect employees, students, volunteers, and members of the general public who enter school district buildings and grounds. The objective of the health and safety program will be to provide a safe and healthy learning environment; to increase safety awareness; to help prevent accidents, illnesses, and injuries; to reduce liability; to assign duties and responsibilities to school district staff to implement and maintain the health and safety program; to establish written procedures for the identification and management of hazards or potential hazards; to train school district staff on safe work practices; and to comply with all health and safety, environmental, and occupational health laws, rules, and regulations.

B. All school district employees have a responsibility for maintaining a safe and healthy environment within the school district and are expected to be involved in the health and safety program to the extent practicable. For the purpose of implementing this policy, the school district may form a health and safety advisory committee to be appointed by the superintendent. The health and safety advisory committee will be composed of employees and other individuals with specific knowledge of related issues. The advisory committee will provide recommendations to the administration regarding plans and procedures to implement this policy and to establish procedures for identifying,

analyzing, and controlling hazards, minimizing risks, and training school district staff on safe work practices. The committee will also recommend procedures for investigating accidents and enforcement of workplace safety rules. Each recommendation shall include estimates of annual costs of implementing and maintaining that proposed recommendation. The superintendent may request that the safety committee established under Minnesota Statutes section 182.676 carry out all or part of the duties of the advisory committee or the advisory committee may consider recommendations from a separate safety committee established under Minnesota Statutes section 182.676.

III. PROCEDURES

A. Based upon recommendations from the health and safety advisory committee and subject to the budget adopted by the school board to implement or maintain these recommendations, the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing within the school district in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and reviewed by the school board on an annual basis and shall be an addendum to this policy. The administration shall identify in writing a contact person to oversee compliance with each specific plan or procedure.

B. To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the health and safety advisory committee shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions which, through experience or research, have consistently proven to lead to specific positive outcomes.

C. The school district shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

IV. PROGRAM AND PLANS

A. For the purpose of implementing this policy, the administration will, within the budgetary limitations adopted by the school board, implement a health and safety program that includes specific plan requirements in various areas as identified by the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:

1. Asbestos
2. Fire and Life Safety
3. Employee Right to Know
4. Emergency Action Planning
5. Combustible and Hazardous Materials Storage
6. Indoor Air Quality
7. Mechanical Ventilation
8. Mold Cleanup and Abatement

9. Accident and Injury Reduction Program: Model AWAIR Program for Minnesota Schools

10. Infectious Waste/Bloodborne Pathogens
11. Community Right to Know
12. Compressed Gas Safety
13. Confined Space Standard
14. Electrical Safety
15. First Aid/CPR/AED
16. Food Safety Inspection
17. Forklift Safety
18. Hazardous Waste
19. Hearing Conservation
20. Hoist/Lift/Elevator Safety
21. Integrated Pest Management
22. Laboratory Safety Standard/Chemical Hygiene Plan
23. Lead
24. Control of Hazardous Energy Sources (Lockout/Tagout)
25. Machine Guarding
26. Safety Committee
27. Personal Protection Equipment (PPE)
28. Playground Safety
29. Radon
30. Respiratory Protection
31. Underground and Above Ground Storage Tanks
32. Welding/Cutting/Brazing
33. Fall Protection
34. National Emission Standards for Hazardous Air Pollutants for School Generators established by the United States E.P.A.
35. Other areas determined to be appropriate by the health and safety advisory committee.

If a risk is not present in the school district, the preparation of a plan or procedure for that risk will not be necessary.

B. The administration shall establish procedures to ensure, to the extent practicable, that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.

C. The administration shall conduct or arrange safety inspections and drills. Any identified hazards, unsafe conditions, or unsafe practices will be documented and corrective action taken to the extent practicable to control that hazard, unsafe condition, or unsafe practice.

D. Communication from employees regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices is encouraged in

either written or oral form. No employee will be retaliated against for reporting hazards or unsafe or potentially unsafe working conditions or practices.

E. The administration shall conduct periodic workplace inspections to identify potential hazards and safety concerns.

F. In the event of an accident or a near miss, the school district shall promptly cause an accident investigation to be conducted in order to determine the cause of the incident and to take action to prevent a similar incident. All accidents and near misses must be reported to an immediate supervisor as soon as possible.

V. BUDGET

The superintendent shall be responsible to provide for periodic school board review and approval of the various plan requirements of the health and safety program, including current plan requirements and related written plans and procedures and recommendations for additional plan requirements proposed to be adopted. The superintendent, or such other school official as designated by the superintendent, each year shall prepare preliminary revenue and expenditure budgets for the school district's health and safety program. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for this program and make such adjustments within the expenditure budget to carry out the current program and to implement new recommendations within the revenues projected and appropriated for this purpose. No funds may be expended for the health and safety program in any school year prior to the adoption of the budget document authorizing that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year. The health and safety program shall be implemented, conducted, and administered within the fiscal restraints of the budget so adopted.

VI. ENFORCEMENT

Enforcement of this policy is necessary for the goals of the school district's health and safety program to be achieved. Within applicable budget limitations, school district employees will be trained and receive periodic reviews of safety practices and procedures, focusing on areas that directly affect the employees' job duties. Employees shall participate in practice drills. Willful violations of safe work practices may result in disciplinary action in accordance with applicable school district policies.

References: Minn. Stat. § 123B.56 (Health, Safety, and Environmental Management)
Minn. Stat. § 123B.57 (Health and Safety Projects)
Minn. Stat. § 182.676 (Safety Committees)

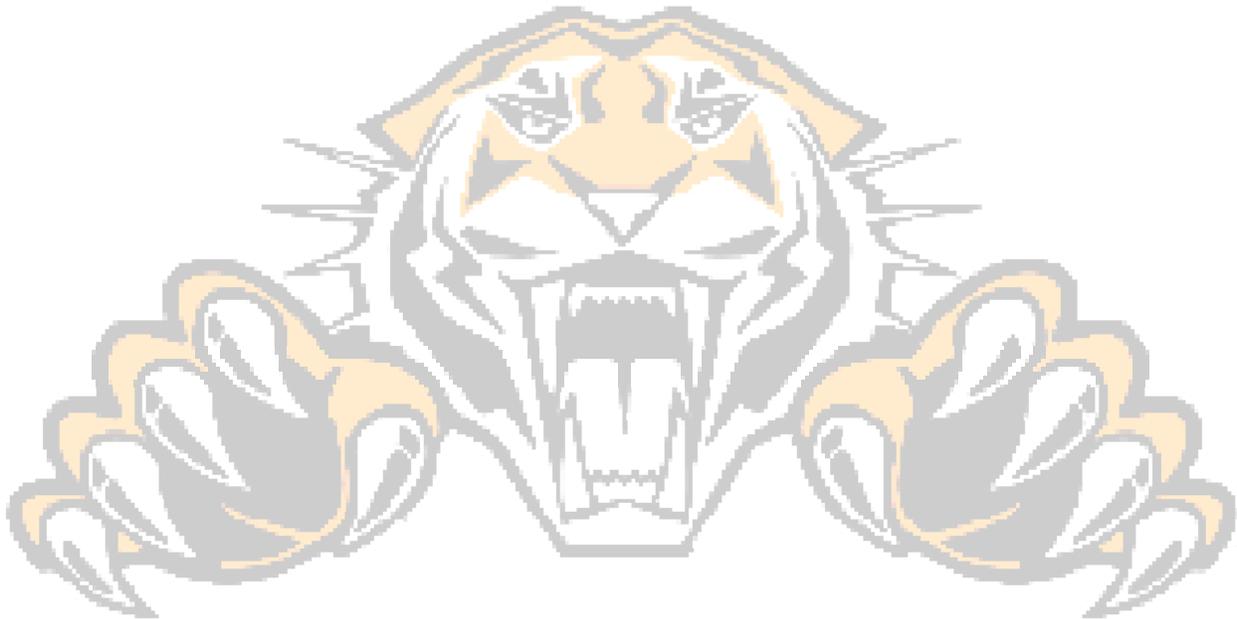
Minn. Rules Part 5208.0010 (Accident and Injury Reduction
Program:
Applicability)

Minn, Rules Part 5208.0070 (Accident Program Alternative Forms of
Committee)

References: MSBA/MASA Model Policy 407 (Employee Right to Know - Exposure to
Hazardous Substances)

MSBA/MASA Model Policy 701 (Establishment and Adoption of School
District Budget)

MSBA/MASA Model Policy 806 (Crisis Management Policy)



Adopted: 2000
801

Revised: 2016
1995

Reviewed: 2022
Next Review:

Pine River-Backus School Policy

Orig.

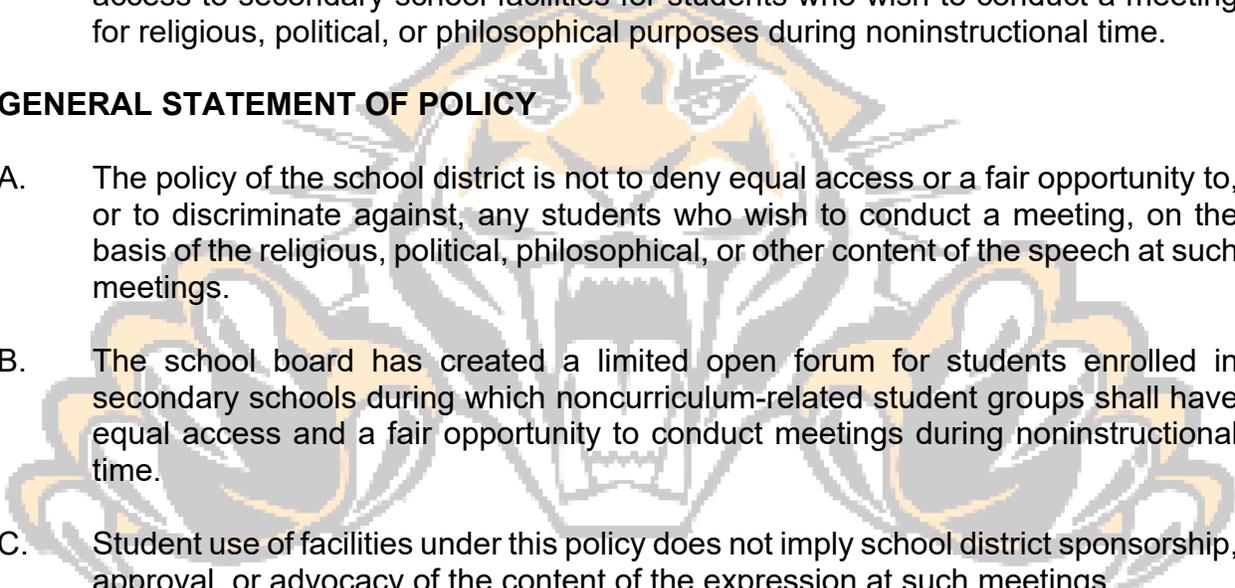
801 EQUAL ACCESS TO SCHOOL FACILITIES

[Note: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to implement the Equal Access Act by granting equal access to secondary school facilities for students who wish to conduct a meeting for religious, political, or philosophical purposes during noninstructional time.

II. GENERAL STATEMENT OF POLICY

- 
- A. The policy of the school district is not to deny equal access or a fair opportunity to, or to discriminate against, any students who wish to conduct a meeting, on the basis of the religious, political, philosophical, or other content of the speech at such meetings.
 - B. The school board has created a limited open forum for students enrolled in secondary schools during which noncurriculum-related student groups shall have equal access and a fair opportunity to conduct meetings during noninstructional time.
 - C. Student use of facilities under this policy does not imply school district sponsorship, approval, or advocacy of the content of the expression at such meetings.
 - D. The school district retains its authority to maintain order and discipline on school premises, to protect the well-being of students and faculty, and to assure that attendance of students at meetings is voluntary.
 - E. In adopting and implementing this equal access policy, the school district will NOT:
 - 1. influence the form or content of any prayer or other religious activity;
 - 2. require any person to participate in prayer or other religious activity;
 - 3. expend public funds beyond the incidental cost of providing the space for student-initiated meetings;

4. compel any school agent or employee to attend a school meeting if the content of the speech at the meeting is contrary to the beliefs of the agent or employee;
5. sanction meetings that are otherwise unlawful;
6. limit the rights of groups of students based on the size of the group;
7. abridge the constitutional rights of any person.

III. DEFINITIONS

- A. "Limited open forum" means that the school grants an offering to or opportunity for one or more noncurriculum related student groups to meet on school premises during noninstructional time.
- B. "Secondary school" means any school with enrollment of pupils ordinarily in grades 7 through 12 or any portion thereof.
- C. "Sponsorship" includes the act of promoting, leading, or participating in a meeting. The assignment of a school employee for custodial, observation, or maintenance of order and discipline purposes does not constitute sponsorship of the meeting.
- D. "Meeting" includes activities of student groups which are permitted under a limited open forum and are not directly related to the school curriculum. Distribution of literature does not constitute a meeting protected by the Equal Access Act.
- E. "Noninstructional time" means time set aside by the school before actual classroom instruction begins or after actual classroom instruction ends, including such other periods that occur during the school day when no classroom instruction takes place.

IV. FAIR OPPORTUNITY CRITERIA

Schools in this school district shall uniformly provide that:

- A. A meeting held pursuant to this policy is voluntary and student-initiated;
- B. There is no sponsorship of the meeting by the school or its agents or employees;
- C. Employees or agents of the school are present at religious meetings only in a nonparticipatory capacity;
- D. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and

- E. Nonschool persons may not direct, control, or regularly attend activities of student groups.

V. PROCEDURES

- A. Any student who wishes to initiate a meeting under this policy shall apply to the principal of the building at least 48 hours in advance of the time of the activity or meeting. The student must agree to the following:
 - 1. All activities or meetings must comply with existing policies, regulations, and procedures that govern operation of school-sponsored activities.
 - 2. The activities or meetings are voluntary and student-initiated. The principal may require assurances of this fact.
- B. Student groups meeting under this policy must comply with the following rules:
 - 1. Those attending must not engage in any activity that is illegal, dangerous, or which materially and substantially interferes with the orderly conduct of the educational activities of the school. Such activities shall be grounds for discipline of an individual student and grounds for a particular group to be denied access.
 - 2. The groups may not use the school name, school mascot name, school emblems, the school district name, or any name that might imply school or district sponsorship or affiliation in any activity, including fundraising and community involvement.
 - 3. The groups must comply with school policies, regulations and procedures governing school-sponsored activities.
- C. Students applying for use of school facilities under this policy must provide the following information to the principal: time and date of meeting, estimated number of students in attendance, and special equipment needs.
- D. The building principal has responsibility to:
 - 1. Keep a log of application information.
 - 2. Find and assign a suitable room for the meeting or activity. The number of students in attendance will be limited to the safe capacity of the meeting space.
 - 3. Note the condition of the facilities and equipment before and after use.

4. Assure proper supervision. Assignment of staff to be present in a supervisory capacity does not constitute school district sponsorship of the meeting or activity.
 5. Assure that the meeting or activity does not interfere with the school's regular instructional activities.
- E. The school district shall not expend public funds for the benefit of students meeting pursuant to this policy beyond the incidental cost of providing space. The school district will provide no additional or special transportation.
 - F. Nonschool persons may not direct, conduct, control, or regularly attend meetings and activities held pursuant to this policy.
 - G. School district employees or agents may not promote, lead, participate in, or otherwise sponsor meetings or activities held pursuant to this policy.
 - H. A copy of this policy and procedures shall be made available to each student who initiates a request to use school facilities.

Legal References: 20 U.S.C. §§ 4071-74 (Equal Access Act)
20 U.S.C. § 7905 (Boy Scouts of America Equal Access Act)
Board of Educ. of Westside Community Schools v. Mergens, 496 U.S. 226, (1990)
Good News Club v. Milford Central School, 533 U.S. 98, (2001)
Child Evangelism Fellowship of Minnesota v. Special Sch. Dist. 1, 690 F.3d 996 (8th Cir. 2012)
Child Evangelism Fellowship of Minnesota v. Elk River Area School Dist. 728, 599 F.Supp. 2d 1136 (D. Minn. 2009)

References: MSBA/MASA Model Policy 902 (Use of School District Facilities and Equipment)

The Purpose, General Statement of Policy, Definitions, and Fair Opportunity Criteria sections reflect the language and requirements of the Equal Access Act and so should be adopted as written. School Boards have discretion to adopt reasonable procedures to implement the Act, however. We have provided a section on Procedures as a model.

Adopted: 2000
Policy 802
Revised: 2016
Orig. 1995
Reviewed: 2022
Next Review: Tri-Annual

Pine River-Backus School District

802 DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL

[Note: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

II. GENERAL STATEMENT OF POLICY

Effective use of school building space, and consideration for safety of personnel, will at times require disposal of obsolete equipment and material.

III. DEFINITIONS

- A. "Contract" means an agreement entered into by the school district for the sale of supplies, materials, or equipment.
- B. "Official newspaper" is a regular issue of a qualified legal newspaper.

IV. MANNER OF DISPOSITION

A. Authorization

The superintendent shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the school board. The superintendent shall be authorized to properly dispose of used books, materials, and equipment deemed to have little or no value.

B. Contracts Over \$175,000

1. If the value of the equipment or materials is estimated to exceed \$100,000, sealed bids shall be solicited by two weeks' published notice in the official newspaper. This notice shall state the time and place of receiving bids and

contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the school board shall deem necessary.

2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.
3. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the highest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.
4. In the case of identical high bids from two or more bidders, the school board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the school board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not fall below the original bid. If no satisfactory bid is received, the board may readvertise.
5. All bids obtained shall be kept on file for a period of at least one year after their receipt. Every contract made without compliance with the foregoing provisions shall be void.
6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion of the selection process, meaning the school has completed its evaluation and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until resolicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From \$25,000 to \$175,000

If the amount of the sale is estimated to exceed \$25,000 but not to exceed \$100,000, the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts \$25,000 or Less

If the amount of the sale is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, at the discretion of the school board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Electronic Sale of Surplus Supplies, Materials, and Equipment

Notwithstanding the other procedural requirements of this policy, the school district may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused through an electronic selling process in which purchasers compete to purchase the supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

F. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

G. Sales to Employees

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at a public auction or by sealed response, if the employee is not directly involved in the auction or sale process. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district at any one auction. This section shall not apply to the sale of property or materials acquired or produced by the school district for sale to the general public in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or

possession for sale is in the ordinary course of business or the normal course of the employee's duties.

H. Exceptions for Surplus School Computers

1. A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contracts if it is disposing of surplus school computer and related equipment, including a tablet device, by conveying the property and title to:

- a. another school district;
- b. the state department of corrections;
- c. the board of trustees of Minnesota State Colleges and Universities;
- d. the family of a student residing in the district whose total family income meets the federal definition of poverty, or
- e. a charitable organization under section 501(c)(3) of the Internal Revenue Code that is registered with the attorney general's office for educational use.

2. If surplus school computers are not disposed of as described in Paragraph 1., upon adoption of a written resolution of the school board, when updating or replacing school computers, including tablet devices, used primarily by students, the school district may sell or give used computers or tablets to qualifying students at the price specified in the written resolution. A student is eligible to apply to the school board for a computer or tablet under this subdivision if the student is currently enrolled in the school and intends to enroll in the school in the year following the receipt of the computer or tablet. If more students apply for computers or tablets than are available, the school must first qualify students whose families are eligible for free or reduced-price meals and then dispose of the remaining computers or tablets by lottery.

References: Minn. Stat. § 13.591 (Business Data)

Minn. Stat. § 15.054 (Sale or Purchase of State Property; Penalty)

Minn. Stat. § 123B.29 (Sale, at Auction)

Minn. Stat. § 123B.52 (Contracts)

Minn. Stat. § 471.345 (Uniform Municipal Contracting Law)

Minn. Stat. § 645.11 (Published Notice)

References: MSBAI, School Law Bulletin "F" (School District Contract and Bidding Procedures)



805 WASTE REDUCTION AND RECYCLING

[Note: The obligations stated in this policy are substantial and virtually all are governed by statute. A school district may choose to add obligations by policy.]

I. PURPOSE

The purpose of this policy is to establish a resource recovery program to promote the reduction of waste, the separation and recovery of recyclable and reusable commodities, the procurement of recyclable commodities and commodities containing recycled materials, the disposition of waste materials and surplus property, and the establishment of a program of education to develop an awareness of environmentally sound waste management.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to comply with all state laws relating to waste management and to make resource conservation an integral part of the physical operations and curriculum of the school district.

III. DEFINITIONS

- A. "Lamp recycling facility" means a facility operated to remove, recover, and recycle for reuse mercury or other hazardous materials from fluorescent or high intensity discharge lamps.
- B. "Mixed municipal solid waste" means garbage, refuse, and other solid waste that is aggregated for collection but does not include auto hulks, street sweepings, ash, construction debris, mining waste, sludges, tree and agricultural wastes, tires, lead acid batteries, motor and vehicle fluids and filters, and other materials collected, processed, and disposed of as separate waste streams.
- C. "Packaging" means a container and any appurtenant material that provide a means of transporting, marketing, protecting, or handling a product and includes pallets and packing such as blocking, bracing, cushioning, weatherproofing, strapping, coatings, closures, inks, dyes, pigments, and labels.
- D. "Postconsumer materials" means a finished material that would normally be discarded as a solid waste having completed its life cycle as a consumer item.

- E. “Rechargeable battery” means a sealed nickel-cadmium battery, a sealed lead acid battery, or any other rechargeable battery, except certain dry cell batteries or a battery exempted by the Commissioner of the Minnesota Pollution Control Agency (PCA) (Commissioner).
- F. “Recyclable commodities” means materials, pieces of equipment, and parts which are not reusable but which contain recoverable resources.
- G. “Recyclable materials” means materials that are separated from mixed municipal solid waste for the purpose of recycling or composting, including paper, glass, plastics, metals, automobile oil, batteries, source-separated compostable materials, and sole source food waste streams that are managed through biodegradative processes. Refuse-derived fuel or other material that is destroyed by incineration is not a recyclable material.
- H. “Recycling” means the process of collecting and preparing recyclable materials and reusing the materials in their original form that do not cause the destruction of recyclable materials in a manner that precludes further use.
- I. “Resource conservation” means the reduction in the use of water, energy, and raw materials.
- J. “Reusable commodities” means materials, pieces of equipment, parts, and used supplies which can be reused for their original purpose in their existing condition.
- K. “Source-separated compostable materials” means materials that:
 - 1. are separated at the source by waste generators for the purpose of preparing them for use as compost;
 - 2. are collected separately from mixed municipal solid waste and are governed by state licensing provisions;
 - 3. are comprised of food wastes, fish and animal waste, plant materials, diapers, sanitary products, and paper that is not recyclable because the Commissioner has determined that no other person is willing to accept the paper for recycling;
 - 4. are delivered to a facility to undergo controlled microbial degradation to yield a humus-like product meeting the PCA’s class I or class II, or equivalent, compost standards and where process rejects do not exceed 15 percent by weight of the total material delivered to the facility; and
 - 5. may be delivered to a transfer station, mixed municipal solid waste processing facility, or recycling facility only for the purposes of composting or transfer to a composting facility, unless the

Commissioner determines that no other person is willing to accept the materials.

- L. "Waste reduction" or "source reduction" means an activity that prevents generation of waste or the inclusion of toxic materials in waste, including:
 - 1. reusing the product in its original form;
 - 2. increasing the lifespan of a product;
 - 3. reducing material or the toxicity of material used in production or packaging; or
 - 4. changing procurement, consumption, or waste generation habits to result in smaller quantities or lower toxicity of waste generated.

IV. WASTE DISPOSAL

- A. The school district will attempt to decrease the amount of waste consumable materials by:
 - 1. reduction of the consumption of consumable materials whenever practicable;
 - 2. full utilization of materials prior to disposal;
 - 3. minimization of the use of non-biodegradable products whenever practicable.
- B. Each school district facility shall also collect at least three recyclable materials, such as, but not limited to, the following: paper, glass, plastic, and metal.
- C. The school district will transfer all recyclable materials collected to a recycler and, to the extent practicable, cooperate with, and participate in, recycling efforts being made by the city and/or county where the school district is located.
- D. Prior to entering into a contract for the management of mixed municipal solid waste, the school district will determine whether the disposal method provided for in the contract is equal to or better than the waste management practices currently employed in the county or district plan in the county where the school district is located and whether the contract is consistent with the solid waste plan. If the waste management method provided for in the contract is ranked lower than the waste management practices employed by the county or district, the school district will:

1. determine the potential liability to the school district and its taxpayers for managing waste in this manner;
2. develop and implement a plan for managing the potential liability; and
3. submit the information in (1) and (2) above to the PCA.

If the contract is inconsistent with the county plan or if the school district's waste management activities are inconsistent with the county plan, the school district should obtain the consent of the county prior to entering into a binding contract or developing or implementing inconsistent solid waste management activities.

- E. The school district may not knowingly place motor oil, brake fluid, power steering fluid, transmission fluid, motor oil filters, or motor vehicle antifreeze (other than small amounts of antifreeze contained in water used to flush the cooling system of a vehicle after the antifreeze has been drained and does not include de-icer that has been used on the exterior of a vehicle) in or on:
1. solid waste or solid waste management facilities other than a recycling facility or household hazardous waste collection facility;
 2. the land unless approved by the PCA; or
 3. the waters of the state, an individual sewage treatment system, or in a storm water or wastewater collection or treatment system unless:
 - a. permitted to do so by the operator of the system and the PCA;
 - b. the school district generates an annual average of less than 50 gallons of waste motor vehicle antifreeze per month; and
 - c. the school district keeps records of the amount of waste antifreeze generated, maintains these records on site and makes the records available for inspection for a minimum of three years following generation of the waste antifreeze.
- F. The school district may not place mercury or a thermostat, thermometer, electric switch, appliance, gauge, medical or scientific instrument, fluorescent or high-intensity discharge lamp, electric relay, or other electrical device from which the mercury has not been removed for reuse or recycling:
1. in solid waste; or
 2. in a wastewater disposal system.

- G. The school district may not knowingly place mercury or a thermostat, thermometer, electric switch, appliance, gauge, medical or scientific instrument, fluorescent or high-intensity discharge lamp, electric relay, or other electrical device from which the mercury has not been removed for reuse or recycling:
1. in a solid waste processing facility; or
 2. in a solid waste disposal facility.
- H. The school district will recycle a fluorescent or high-intensity discharge lamp by delivery of the lamp to a lamp recycling facility or to a facility that collects and stores lamps for the purpose of delivering them to a lamp recycling facility, including, but not limited to, a household hazardous waste collection or recycling facility, retailer take-back and utility provider program sites, or other sites designated by an electric utility under Minnesota Statutes section. 216B.241, subdivision, 2.
- I. The school district may not place a lead acid battery in mixed municipal solid waste or dispose of a lead acid battery. The school district also may not place in mixed municipal solid waste a dry cell battery containing mercuric oxide electrode, silver oxide electrode, nickel-cadmium, or sealed lead-acid that was purchased for use or used by the school district. The school district also may not place in mixed municipal solid waste a rechargeable battery, a rechargeable battery pack, a product with a nonremovable rechargeable battery, or a product powered by rechargeable batteries or rechargeable battery pack, from which all batteries or battery packs have not been removed.
- J. The school district may not place yard waste:
1. in mixed municipal solid waste;
 2. in a disposal facility;
 3. in a resource recovery facility, except for the purposes of reuse, composting, or cocomposting; or
 4. in a plastic bag unless exempt as specified in Minnesota Statutes section 115A.931(c), (d), or (e).
- K. The school district may not place a telephone directory:
1. in solid waste;
 2. in a disposal facility; or

3. in a resource recovery facility, except a recycling facility.

L. The school district may not:

1. place major appliances in mixed municipal solid waste; or
2. dispose of major appliances in or on the land or in a solid waste processing or disposal facility.

M. The school district may not place in mixed municipal solid waste an electronic product containing a cathode-ray tube. (Minn. Stat. § 115A.9565)

N. The school district, on its own or in cooperation with others, may implement a program to collect, process, or dispose of household batteries. The school district may provide financial incentives to any person, including public or private civic groups, to collect the batteries.

V. PROCUREMENT OF RECYCLED COMMODITIES AND MATERIALS

A. When practicable and when the price of recycled materials does not exceed the price of nonrecycled materials by more than 10 percent, the school district may purchase recycled materials. In order to maximize the quantity and quality of recycled materials purchased, the school district may also use other appropriate procedures to acquire recycled materials at the most economical cost to the school district.

B. When purchasing commodities and services, the school district will apply and promote waste management practices with special emphasis on the reduction of the quantity and toxicity of materials in waste.

C. Whenever practicable, the school district will:

1. purchase uncoated copy paper, office paper, and printing paper unless the coated paper is made with at least 50 percent post consumer material;
2. purchase recycled content copy paper with at least 30 percent post consumer material by weight and purchase office and printing paper with at least 10 percent post consumer material by weight;
3. purchase paper which has not been dyed with colors, excluding pastel colors;
4. purchase recycled content copy, office, and printing paper that is manufactured using little or no chlorine bleach or chlorine derivatives;
5. use reusable binding materials or staples and bind documents by

methods that do not use glue;

6. use soy-based inks;
7. purchase printer or duplication cartridges that:
 - a. have 10 percent post-consumer material; or
 - b. are purchased as remanufactured; or
 - c. are backed by a vendor-offered program that will take back the printer cartridges after their useful life, ensure that the cartridges are recycled, and comply with the definition of recycling in Minnesota Statute 115A.03, subdivision 25b.
8. produce reports, publications, and periodicals that are readily recyclable;
9. purchase paper which has been made on a paper machine located in Minnesota; and
10. print documents on both sides of the paper where commonly accepted publishing practices allow.

(Minn. Stat. § 16C.073, Subd. 2)

- D. The school district may not use a specified product included on the prohibited products list published in the State Register. (Minn. Stat. § 115A.9651)
- E. In developing bid specifications, the school district will consider the extent to which a commodity or product is durable, reusable or recyclable, and marketable through applicable local or regional recycling programs and the extent to which the commodity or product contains postconsumer material. (Minn. Stat. § 16C.073, Subd. 3(b))
- F. When a project involves the replacement of carpeting, the school district may require all persons who wish to bid on the project to designate a carpet recycling company in their bids. (Minn. Stat. § 16C.073, Subd. 3(b))

VI. OTHER

The policy of the school district is to actively advocate, where appropriate, for resource conservation practices to be adopted at the local, regional, and state levels.

Legal References: Minn. Stat. § 16C.073 (Purchase and Use of Paper Stock; Printing)
Minn. Stat. § 115A.03 (Definitions)

Minn. Stat. § 115A.15 (State Government Resource Recovery)
Minn. Stat. § 115A.151 (Recycling Requirements: Public Entities;
Commercial Buildings; Sports Facilities)
Minn. Stat. § 115A.46 (Regional and Local Solid Waste Management
Plan)
Minn. Stat. § 115A.471 (Public Entities; Managing of Solid Waste)
Minn. Stat. § 115A.915 (Lead Acid Batteries; Land Disposal Prohibited)
Minn. Stat. § 115A.9155 (Disposing of Certain Dry Cell Batteries)
Minn. Stat. § 115A.9157 (Rechargeable Batteries and Products)
Minn. Stat. § 115A.916 (Motor Vehicle Fluids and Filters; Prohibitions)
Minn. Stat. § 115A.931 (Yard Waste Prohibition)
Minn. Stat. § 115A.932 (Mercury Prohibition)
Minn. Stat. § 115A.951 (Telephone Directories)
Minn. Stat. § 115A.9561 (Major Appliances)
Minn. Stat. § 115A.9565 (Cathode-Ray Tube Prohibition)
Minn. Stat. § 115A.961, Subd. 3 (Household Batteries; Collection,
Processing, and Disposal)
Minn. Stat. § 115A.9651 (Listed Metals in Specified Products,
Enforcement)
Minn. Stat. § 116.93, Subd. 1 (Lamp Recycling Facilities)
Minn. Stat. § 216B.241, Subds. 2 (Public Utilities; Energy Conservation
and Optimization)
Minn. Stat. § 458D.07 (Sewage Collection and Disposal)
National Solid Waste Management Ass'n v. Williams, et al., 966
F.Supp. 844 (D. Minn. 1997)

Cross References: None

Adopted 9/11/1974

Pine River-Backus School District Policy 808

Revised: 1/17/89, 7/21/03, 11/2013

Orig. 1974

Local Modification:

Report:

Review: Tri-Annual

808 SCHOOL FOREST

BE IT RESOLVED that the area owned by the Pine River-Backus Independent School District No. 2174 and located immediately adjacent to Norway Lake shall be set aside by the district for purposes of furthering the study of all phases of the environmental education. The administration and general use of this area will be under the direction of the Pine River-Backus School Board.