



Excellence. For each and every student.

**BOARD OF EDUCATION**

Regular Meeting - Monday, July 10, 2023 - 7:00 PM  
Wayzata City Hall  
600 Rice Street  
Wayzata, Minnesota 55391

**Minutes of Regular Meeting Meeting**

A Regular Meeting Meeting of the Board of Education of Wayzata Public Schools was held Monday, July 10, 2023, beginning at 7:00 PM in the Wayzata City Hall  
600 Rice Street  
Wayzata, Minnesota 55391.

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**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Call to Order

**ITEM:** Roll Call Attendance

**COMMENTS BY:** Sarah Johansen, Board Chair

	<b>PRESENT</b>	<b>ABSENT</b>
Milind Sohoni	_____	_____
Linda Cohen	_____	_____
Heidi Kader	_____	_____
Bonita Lucky	_____	_____
Cheryl Polzin	_____	_____
Sheila Prior	_____	_____
Sarah Johansen	_____	_____
Chace Anderson, ex-officio	_____	_____



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Approval of Agenda and Consent Agenda Items

**COMMENTS BY:** Sarah Johansen, Board Chair

Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event, the item will be removed as a Consent Agenda item and addressed. Consent Agenda items are as follows:

- A. Approval of Minutes
  - 1. Regular Meeting Minutes- June 12, 2023
  - 2. Special Meeting Minutes- June 26, 2023
- B. Finance and Operations Services Recommendations
  - 1. Monthly Reports
    - i. Board Gifts- June 2023
    - ii. Check Report- June 2023
    - iii. Wire, EFT & ACH Report- May 2023
  - 2. P-Card Approvals
- C. Human Resource Recommendations
  - 1. Monthly Recommendation
  - 2. Community Ed Contract
  - 3. Unaffiliated Handbook 2023-24
  - 4. University Agreements

**Recommended Action:** Approve the full agenda as presented, and the consent agenda items.

Motion by: \_\_\_\_\_ **ROLL CALL** Passed: \_\_\_\_\_

Second by: \_\_\_\_\_ Failed: \_\_\_\_\_

Abstentions: \_\_\_\_\_



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Approval of Board Minutes

**COMMENTS BY:** Sarah Johansen, Board Chair

Approve the minutes of the following meetings:

- June 12, 2023- Regular Meeting
- June 26, 2023- Special Meeting

**Recommended Action:** Approve the minutes of the Board meeting(s).

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_ **4** \_\_\_\_\_

Regular Meeting  
Monday, June 12, 2023 7:00 PM Central

Wayzata City Hall  
600 Rice Street  
Wayzata, Minnesota 55391

Linda Cohen: Present  
Sarah Johansen: Present  
Heidi Kader: Present  
Bonita Lucky: Present  
Cheryl Polzin: Present  
Sheila Prior: Present  
Milind Sohoni: Present  
Present: 7.

### 1. CALL TO ORDER/ROLL CALL

### 2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS

Approve the full agenda as presented, and the consent agenda items. This motion, made by Linda Cohen and seconded by Heidi Kader, Passed.

Linda Cohen: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Sheila Prior: Aye, Milind Sohoni: Aye  
Aye: 7, Nay: 0

#### 2.A. Approval of Minutes

2.A.1. Regular Meeting Minutes- 5.8.23

2.A.2. Special Meeting Minutes- 6.5.23

#### 2.B. Finance and Operations

##### 2.B.1. Monthly Reports

2.B.1.i. Board Gifts- May 2023

2.B.1.ii. Check Reports- May 2023

2.B.1.iii. Wire, EFT & ACH Report- April 2023

##### 2.B.2. Office and Classroom Supply Vendor

2.B.3. Gleason Lake and District Admin Building Pavement Rehab

#### 2.C. Human Resource Services

2.C.1. Monthly Recommendations

#### 2.D. Superintendent

2.D.1. Minnesota State High School League Membership Renewal

### 3. REPORTS FROM ORGANIZATIONS

3.A. Wayzata High School Student Council Representative

**4. RECOGNITIONS**

4.A. Math Masters State Champions

The Math Masters mathematics competition program challenges 4th, 5th, and 6th grade students to use critical thinking and problem-solving skills in mathematics. WPS students finished with high marks in several categories. Congrats to these WPS winners of the 2023 Math Masters competitions!

4.B. Wayzata Inclusive Education Awards

In the 2020-21 school year, the Wayzata Special Education Advisory Committee (WSEAC) established an award to recognize outstanding school staff who work to ensure students with disabilities have the opportunity for an inclusive education in Wayzata Public Schools. Congratulations to the 2022-23 Wayzata Inclusive Education Award winners: Alyssa Honmyhr, Melissa O'Neil, Sarah Diaz, Beth Struve and Joe Rodekuhr.

4.B.1. Alyssa Honmyhr

4.B.2. Sarah Diaz

4.B.3. Beth Struve

4.C. Wayzata Education Fund Grant Awards

Thank you to Sara Griffin, Wayzata Education Fund Chair for presenting WPS with a check for \$48,182.02 in grant awards.

4.D. Employee of the Month

Congratulations to the June 2023 WPS Employee of the month, Diane Krull, Behavior Support Paraprofessional from Birchview Elementary.

4.D.1. Diane Krull- Behavior Support Paraprofessional, Birchview Elementary

4.E. Retiree Recognition

**5. SCHOOL SPOTLIGHT PRESENTATION**

5.A. Birchview Elementary

**6. AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD**

**7. ADMINISTRATIVE REPORTS AND RECOMMENDATIONS**

7.A. Superintendent

7.A.1. MDE IOwA Proxy Reauthorization Resolution

Approve the attached resolution naming Chace Anderson to act as the Identified Official with Authority (IOwA) for Wayzata Public School District and waive the reading of the resolution. This motion, made by Cheryl Polzin and seconded by Heidi Kader, Passed.

Linda Cohen: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Sheila Prior: Aye, Milind Sohoni: Aye

Aye: 7, Nay: 0

## 7.B. Teaching and Learning

## 7.C. Finance and Operations

### 7.C.1. Monthly Financial Reports

#### 7.C.2. FY23 Revised Budget

Approve the updated revised budget for the fiscal year ending June 30, 2023. This motion, made by Cheryl Polzin and seconded by Sheila Prior, Passed.

Linda Cohen: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Sheila Prior: Aye, Milind Sohoni: Aye

Aye: 7, Nay: 0

Milind Sohoni requested to know the fund balance. DeeDee Kahring reported that the unassigned fund balance is \$10.26 million.

### 7.C.3. FY24 Preliminary Budget Presentation

#### 7.C.4. Resolution Establishing Dates for Filing Affidavits of Candidacy

Adopt the resolution establishing the dates for filing affidavits of candidacy for the November 2023 election. This motion, made by Linda Cohen and seconded by Heidi Kader, Passed.

Linda Cohen: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Sheila Prior: Aye, Milind Sohoni: Aye

Aye: 7, Nay: 0

## 7.D. Human Resource Services

#### 7.D.1. Resolution - Unrequested Leave of Absence

Adopt the resolution relating to the Unrequested Leave of Absence of the identified staff members and waive the reading of the resolution. This motion, made by Heidi Kader and seconded by Milind Sohoni, Passed.

Linda Cohen: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Sheila Prior: Aye, Milind Sohoni: Aye

Aye: 7, Nay: 0

## 8. OTHER BOARD ACTION

## 9. BOARD REPORTS

## 10. ADJOURN

Call the meeting to a close at 9:40pm. This motion, made by Linda Cohen and seconded by Milind Sohoni, Passed.

Linda Cohen: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Sheila Prior: Aye, Milind Sohoni: Aye

Aye: 7, Nay: 0

Special Meeting  
Monday, June 26, 2023 4:30 PM Central

Wayzata Public Schools District Office  
210 County Road 101 North  
Plymouth, Minnesota 55447

- Linda Cohen: Present
  - Sarah Johansen: Present
  - Heidi Kader: Present
  - Bonita Lucky: Present
  - Cheryl Polzin: Present
  - Sheila Prior: Present
  - Milind Sohoni: Present
- Present: 7.

**1. CALL TO ORDER/ROLL CALL**

**2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**

Approve the full agenda as presented, and the consent agenda items. This motion, made by Heidi Kader and seconded by Linda Cohen, Passed.

Linda Cohen: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Sheila Prior: Aye, Milind Sohoni: Aye  
Aye: 7, Nay: 0

**2.A. Approve Bid- Milk**

**2.B. Approve Bid- Restroom Renovation**

**2.C. Approve Bid- Elevator Project**

**3. SUPERINTENDENT REPORTS**

**3.A. Resolution Establishing Dates for Filing Affidavits of Candidacy**  
Adopt the resolution establishing the dates for filing affidavits of candidacy for the November 2023 election and waive reading of the resolution. This motion, made by Cheryl Polzin and seconded by Sheila Prior, Passed.

Linda Cohen: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Sheila Prior: Aye, Milind Sohoni: Aye  
Aye: 7, Nay: 0

**4. FINANCE AND OPERATIONS**

**4.A. Approval of 2023-2024 Fiscal Year Budget**  
Approve the preliminary budget for the 2023-2024 fiscal year. This motion, made by Milind Sohoni and seconded by Cheryl Polzin, Passed.

Linda Cohen: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Cheryl Polzin: Aye, Sheila Prior: Aye, Milind Sohoni: Aye, Bonita Lucky: Nay  
Aye: 6, Nay: 1 Bonita Lucky: Nay

**4.B. Attendance Area Adjustments for 2023-2024 School Year**

Approve the administrative change of attendance areas for new Medina developments: Marsh Pointe, Weston Woods, Woods of Medina and Meadowview and any other new developments to Gleason Lake Elementary; and for new Corcoran developments: Ravinia, Tavera and Walcott Glenn and any other new developments to Oakwood Elementary. This motion, made by Linda Cohen and seconded by Cheryl Polzin, Passed.

Linda Cohen: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Sheila Prior: Aye, Milind Sohoni: Aye  
Aye: 7, Nay: 0

#### **5. ADJOURN**

Call the meeting to a close at 6:52pm. This motion, made by Cheryl Polzin and seconded by Linda Cohen, Passed.

Linda Cohen: Aye, Sarah Johansen: Aye, Heidi Kader: Aye, Bonita Lucky: Aye, Cheryl Polzin: Aye, Sheila Prior: Aye, Milind Sohoni: Aye  
Aye: 7, Nay: 0



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Finance and Operation Services Recommendations

**COMMENTS BY:** DeeDee Kahring, Executive Director of Finance and Operations

**Finance and Operations Recommendations**

These routine items are presented for Board of Education review and approval through a single consent motion.

**Monthly Bills**

The attached lists itemize claims for which the Board of Education is requested to authorize payment.

**Acknowledgement of Contributions**

Minn. Stat. 465.03 - GIFTS TO MUNICIPALITIES.

“Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”

**Recommended Action:** Approve the checking account and wire transfer payments and accept with appreciation the donations, listed on the following page, which are in compliance with current district policy and guidelines.

**Motion by:** \_\_\_\_\_

**ROLL CALL**

**Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_

**Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

# 2022-23 School Year Gifts & Bequests

For the Month Ended June 30, 2023



Excellence. For each and every student.

## Acknowledgment of Contributions:

Per Minnesota Statutes § 465.03, Gifts to Municipalities, "Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full."

A schedule of such gifts received in June of 2023 can be found below:

Donated By	Purpose	Amount
Wayzata CMS PTA	Central Middle School - Donation for Field Trip	\$ 798.20
Wayzata CMS PTA	Central Middle School - Donation for Field Trips for all three grades	\$ 3,000.00
Blackbaud Giving Fund	Central Middle School - Scholarships & classroom supplies for students	\$ 100.00
Box Tops for Education	Central Middle School - Scholarships & classroom supplies for students	\$ 45.20
Blackbaud Giving Fund	Greenwood - To purchase classroom supplies	\$ 50.00
Greenwood PTA	Greenwood - To purchase classroom supplies	\$ 1,293.12
Brad Gustafson	Greenwood - To support food for staff professional development	\$ 203.52
Kimberly Lane PTA	Kimberly Lane - PTA Reimbursement - Art	\$ 848.90
Kimberly Lane PTA	Kimberly Lane - PTA Reimbursement - Art	\$ 730.00
Kimberly Lane PTA	Kimberly Lane - PTA Reimbursement - Media	\$ 375.73
Kimberly Lane PTA	Kimberly Lane - PTA Reimbursement - Media	\$ 81.81
Kimberly Lane PTA	Kimberly Lane - PTA Reimbursement - BizTown Field Trip 5th Gr.	\$ 1,660.00
Kimberly Lane PTA	Kimberly Lane - PTA Reimbursement - Media	\$ 97.65
Kimberly Lane PTA	Kimberly Lane - PTA Reimbursement - KG Grant - Literacy Stations	\$ 273.54
Kimberly Lane PTA	Kimberly Lane - PTA Reimbursement - Media	\$ 539.03
Kimberly Lane PTA	Kimberly Lane - PTA Specialist Reimbursement - PE	\$ 1,850.66
Kimberly Lane PTA	Kimberly Lane - PTA FT Grant Reimbursement - 4th Gr. Science Museum	\$ 1,170.00
Kimberly Lane PTA	Kimberly Lane - PTA FT Grant Reimbursement - 4th GR. The Works	\$ 1,316.00
Kimberly Lane PTA	Kimberly - PTA FT Grant Reimbursement - KG The Arboretum	\$ 518.00
Target Corporation	Kimberly Lane - CyberGrant	\$ 10.00
Target Corporation	Kimberly Lane - CyberGrant	\$ 10.00
Sunset Hill PTSA	Sunset Hill - Reimbursement for 3rd and 5th gr. field trip bussing	\$ 1,226.44
Blackbaud Giving Fund	Sunset Hill - Wells Fargo Employee Charitable Giving Program	\$ 20.00
Gleason Lake PTO	Gleason Lake - PTO Reimbursement for media center books	\$ 654.21
Gleason Lake PTO	Gleason Lake - PTO Reimbursement for kindergarten night wristbands	\$ 85.50
Gleason Lake PTO	Gleason Lake - PTO Reimb. for classroom electric sharpeners	\$ 848.12
Gleason Lake PTO	Gleason Lake - PTO Reimb. for 2nd Gr. field trip scholarships	\$ 65.00
Gleason Lake PTO	Gleason Lake - PTO Reimbursement for kindergarten field trips	\$ 17.00
Target Corporation	Gleason Lake - Employee Giving Campaign	\$ 20.00
Oakwood PTA	Oakwood - 3rd Grade field trip grant	\$ 764.80
Blackbaud Giving Fund	Wayzata High - Robotics Program	\$ 1,600.00

Meadow Ridge PTO

Meadow Ridge - Shade structure playground, media center FT busing

\$ 30,786.80

**Total Cash Donations** \$ 51,059.23

**Total In-Kind Donations** \$ -

**Total 2022-23 School Year Gifts and Donations\*** \$ 51,059.23

*\*Total amount for the 2022-23 school year reflects cash gifts and in-kind donations submitted for School Board approval in 2022-23.*

# 2022 - 23 School Year Check Report

For the Month Ended June 30, 2023



Excellence. For each and every student.

Check No.	Vendor	Description	Date	Amount
30446	SAFETY FIRST PLAYGROUND MAINTENANCE	SVCS PC	6/1/2023	(10,624.43)
30730	A-1 OUTDOOR POWER INC	CSF PARTS	6/6/2023	122.04
30730	A-1 OUTDOOR POWER INC	CSF SNOWBLOWER PARTS	6/6/2023	775.73
30731	ABRAHAMSON, THOMAS	OFCL 5/22/23	6/6/2023	83.00
30732	ACME TOOLS - PLYMOUTH	CSF TOOL REPLACEMENT	6/6/2023	247.28
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	45.34
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	89.98
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	353.61
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	222.93
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	239.59
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	236.17
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	439.80
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	238.89
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	32.05
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	1,247.47
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	106.89
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	474.72
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	689.22
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	33.98
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	104.97
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	3,621.25
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	161.95
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	122.89
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	155.15
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	1,751.92
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	491.51
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	35.23
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	27.55
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	334.19
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	35.95
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	41.97
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	250.97
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	314.15
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	359.98
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	11.04
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	1,061.67
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	(13.99)
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	(13.99)
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	(13.99)
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	(14.57)
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	(14.57)
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	97.96
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	46.98
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	195.00
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	839.10
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	155.88
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	2,999.94
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	26.71
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	114.00
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	157.54
30742	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/6/2023	143.62
30743	ANDERSON, KELLY	DHH CONSLT	6/6/2023	506.25
30744	ARAMSCO INC	SUPPLIES	6/6/2023	5,618.50
30745	ARVIG	SVCS 5/28-6/27/23	6/6/2023	4,603.95
30746	ASSOCIATED SPEECH & LANGUEAGE SPECIALISTS	4/11 & 4/18/23	6/6/2023	240.00
30747	AWARDS DIRECT - DIRECT IMPRESSIONS	PLAQUE NAME PLATE	6/6/2023	28.50
30748	B & H PHOTO & ELECTRONICS	COMMUNICATIONS - 49329569608	6/6/2023	1,795.64
30749	BAKER SKEET AND TRAP LLC	YOUTH CLASS	6/6/2023	500.00
30750	BATTERIES R US	MR BATT	6/6/2023	2,519.97
30751	BENEFITFOCUS.COM INC - SC	INS SVCS	6/6/2023	50,378.20
30752	BENEFITFOCUS.COM INC - MN	INS SVCS	6/6/2023	3,500.00
30753	BIRKELAND, EMILY	ofcl 5/23/23	6/6/2023	143.00
30759	BIX PRODUCE COMPANY LLC	MR - CREDIT MEMO	6/6/2023	(90.60)

Check No.	Vendor	Description	Date	Amount
30759	BIX PRODUCE COMPANY LLC	NW - CREDIT MEMO	6/6/2023	(140.50)
30759	BIX PRODUCE COMPANY LLC	BV - Produce	6/6/2023	23.40
30759	BIX PRODUCE COMPANY LLC	BV - Produce	6/6/2023	349.32
30759	BIX PRODUCE COMPANY LLC	NW - Produce	6/6/2023	106.60
30759	BIX PRODUCE COMPANY LLC	PC - Produce	6/6/2023	83.20
30759	BIX PRODUCE COMPANY LLC	KL - Produce	6/6/2023	44.20
30759	BIX PRODUCE COMPANY LLC	GL - Produce	6/6/2023	88.40
30759	BIX PRODUCE COMPANY LLC	GL - Produce	6/6/2023	724.14
30759	BIX PRODUCE COMPANY LLC	KL - Produce	6/6/2023	522.38
30759	BIX PRODUCE COMPANY LLC	MR - Produce	6/6/2023	1,110.58
30759	BIX PRODUCE COMPANY LLC	GW - Produce	6/6/2023	754.11
30759	BIX PRODUCE COMPANY LLC	OW - Produce	6/6/2023	674.19
30759	BIX PRODUCE COMPANY LLC	OW Home Base - Produce	6/6/2023	30.75
30759	BIX PRODUCE COMPANY LLC	PC - Produce	6/6/2023	402.92
30759	BIX PRODUCE COMPANY LLC	CMS - Produce	6/6/2023	1,530.99
30759	BIX PRODUCE COMPANY LLC	CMS - Produce	6/6/2023	380.70
30759	BIX PRODUCE COMPANY LLC	CMS - Produce	6/6/2023	1,960.28
30759	BIX PRODUCE COMPANY LLC	OW - Produce	6/6/2023	153.40
30759	BIX PRODUCE COMPANY LLC	NW - Produce	6/6/2023	693.36
30759	BIX PRODUCE COMPANY LLC	NW - Produce	6/6/2023	337.84
30759	BIX PRODUCE COMPANY LLC	NW - Produce	6/6/2023	1,120.74
30759	BIX PRODUCE COMPANY LLC	CMS - Produce	6/6/2023	221.00
30759	BIX PRODUCE COMPANY LLC	SSH - Produce	6/6/2023	545.46
30759	BIX PRODUCE COMPANY LLC	SSH - Produce	6/6/2023	46.80
30759	BIX PRODUCE COMPANY LLC	GW - Produce	6/6/2023	46.80
30759	BIX PRODUCE COMPANY LLC	EMS - Produce	6/6/2023	591.44
30759	BIX PRODUCE COMPANY LLC	EMS - Produce	6/6/2023	23.40
30759	BIX PRODUCE COMPANY LLC	MR - Produce	6/6/2023	70.20
30759	BIX PRODUCE COMPANY LLC	WMS - Produce	6/6/2023	530.02
30759	BIX PRODUCE COMPANY LLC	WMS - Produce	6/6/2023	88.40
30759	BIX PRODUCE COMPANY LLC	HS - Produce	6/6/2023	70.20
30759	BIX PRODUCE COMPANY LLC	HS - Produce	6/6/2023	1,357.82
30760	BLICK ART MATERIALS	Year end supplies for Art room	6/6/2023	648.05
30761	BOOTH, KENNETH	OFCL 5/24/23	6/6/2023	166.00
30762	BREADSMITH	HS - BREAD Products	6/6/2023	220.22
30763	BROWN'S ICE CREAM CO	CMS - ICE CREAM PRODUCTS	6/6/2023	328.08
30763	BROWN'S ICE CREAM CO	CMS - ICE CREAM PRODUCTS	6/6/2023	202.56
30764	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/6/2023	116.93
30764	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/6/2023	240.85
30764	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/6/2023	240.85
30765	CDW GOVERNMENT LLC	Color printer for NW	6/6/2023	728.69
30766	CENTERPOINT ENERGY	SVCS MR	6/6/2023	793.28
30767	CENTURY COLLEGE	Scholarships	6/6/2023	300.00
30768	CHLAN, ETHAN	OFCL 5/18/23	6/6/2023	143.00
30769	CHLAN, MAXWELL	OFCL 5/4/23	6/6/2023	143.00
30770	CITI-CARGO & STORAGE	CMS DOME	6/6/2023	87.00
30771	CITY OF PLYMOUTH	WK T SHIRTS	6/6/2023	1,200.00
30772	CITY OF PLYMOUTH	MARCH 2023 FUEL	6/6/2023	8,061.57
30776	CITY OF PLYMOUTH	SVCS OW FIELD	6/6/2023	207.02
30776	CITY OF PLYMOUTH	SVCS EMS FIELD	6/6/2023	97.68
30776	CITY OF PLYMOUTH	SVCS GW	6/6/2023	502.31
30776	CITY OF PLYMOUTH	CSF	6/6/2023	98.08
30776	CITY OF PLYMOUTH	DOME	6/6/2023	89.36
30776	CITY OF PLYMOUTH	ARENA	6/6/2023	120.10
30776	CITY OF PLYMOUTH	TRANS	6/6/2023	148.28
30776	CITY OF PLYMOUTH	STA	6/6/2023	25.30
30776	CITY OF PLYMOUTH	WHS	6/6/2023	5,840.34
30776	CITY OF PLYMOUTH	EMS	6/6/2023	1,255.11
30776	CITY OF PLYMOUTH	CMS	6/6/2023	2,660.41
30776	CITY OF PLYMOUTH	SH	6/6/2023	1,101.23
30776	CITY OF PLYMOUTH	CRKSD	6/6/2023	415.66
30776	CITY OF PLYMOUTH	PC	6/6/2023	1,135.91
30776	CITY OF PLYMOUTH	OW	6/6/2023	1,365.85
30776	CITY OF PLYMOUTH	NW	6/6/2023	2,174.60
30776	CITY OF PLYMOUTH	MR	6/6/2023	1,678.50
30776	CITY OF PLYMOUTH	KL	6/6/2023	1,394.73
30776	CITY OF PLYMOUTH	GW	6/6/2023	973.14
30776	CITY OF PLYMOUTH	GL	6/6/2023	1,025.49
30776	CITY OF PLYMOUTH	BV	6/6/2023	841.90
30777	CLEMSON UNIVERSITY	Scholarships	6/6/2023	1,000.00
30778	CLIFFORD, MAX	ORCH 5/18,5/25/23	6/6/2023	141.12
30779	COLUMBIA UNIVERSITY	Scholarships	6/6/2023	1,000.00
30781	COMMERCIAL DOOR SYSTEMS LLC	GW WK DOOR REP	6/6/2023	1,391.96
30781	COMMERCIAL DOOR SYSTEMS LLC	CRK SEC DOOR	6/6/2023	579.25
30781	COMMERCIAL DOOR SYSTEMS LLC	GW DOOR REP	6/6/2023	786.93
30781	COMMERCIAL DOOR SYSTEMS LLC	EMS DOOR REPLACEMENT	6/6/2023	519.86
30781	COMMERCIAL DOOR SYSTEMS LLC	CRK HALL DR	6/6/2023	520.32

Check No.	Vendor	Description	Date	Amount
30781	COMMERCIAL DOOR SYSTEMS LLC	CRK SEC DOOR	6/6/2023	1,483.11
30781	COMMERCIAL DOOR SYSTEMS LLC	CMS MUSIC RM DOOR	6/6/2023	2,722.00
30782	CONCORD THEATRICALS CORP	WHS 101-009-124564	6/6/2023	6,110.47
30782	CONCORD THEATRICALS CORP	WHS 101-009-124564	6/6/2023	1,162.50
30783	CONTEMPORARY IMAGES INC	BAND	6/6/2023	495.00
30783	CONTEMPORARY IMAGES INC	BAND	6/6/2023	470.00
30783	CONTEMPORARY IMAGES INC	WAY PLAYERS	6/6/2023	75.00
30783	CONTEMPORARY IMAGES INC	SVCS	6/6/2023	310.00
30783	CONTEMPORARY IMAGES INC	SVCS	6/6/2023	415.00
30784	CUB FOODS	TRNS SUP	6/6/2023	36.79
30784	CUB FOODS	TRNS SUPP	6/6/2023	68.90
30785	DAY, EMMANUEL	OFCL 5/22/23	6/6/2023	56.15
30786	DEMCO, INC.	MEDIA SUPP	6/6/2023	272.32
30787	DEMPSEY, JOHN	ADULT CLASS	6/6/2023	307.50
30788	DOUGHERTY-HEIM, CARMEN	ADULT CLASS	6/6/2023	626.00
30789	DRAKE UNIVERSITY	N R ID#100403094	6/6/2023	300.00
30790	DUKE UNIVERSITY	Scholarships	6/6/2023	1,000.00
30791	EKON-O-PAC LLC	All Schools - Bags for Meal Prep	6/6/2023	150.00
30792	ELMQUIST, JAY	OFCL 5/19/23	6/6/2023	83.00
30793	FAIRVIEW HEALTH SERVICES	A - FB CAMP 6/13-6/16/22	6/6/2023	225.00
30793	FAIRVIEW HEALTH SERVICES	FB PRAC 7/13-7/28/22	6/6/2023	462.50
30794	FASTSIGNS	CSF LOT SIGNS	6/6/2023	172.61
30794	FASTSIGNS	CSF SIGNS	6/6/2023	147.19
30795	FINALSITE	SVCS	6/6/2023	4,200.00
30796	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	587,658.39
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	237.30
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	120.17
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	374.52
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	273.19
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	624.70
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	303.61
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	120.17
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	186.80
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	617.58
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	212.35
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	120.17
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	512.76
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	120.17
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	498.94
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	120.17
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	262.85
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	424.70
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	120.17
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	546.38
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	120.17
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	186.80
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	311.07
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	560.40
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	373.60
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	120.17
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	592.44
30801	FIRST STUDENT INC	TRANSPORTATION	6/6/2023	413.68
30802	FRANZ REPROGRAPHICS	SUPPLIES	6/6/2023	146.75
30803	FRONTLINE EDUCATION	SUBSCRIPTION	6/6/2023	24,919.67
30804	GERBER, STEVEN	OFCL 5/22/23	6/6/2023	161.38
30805	GOLD MEDAL MINNEAPOLIS	SUPPLIES	6/6/2023	753.60
30806	GRAINGER INC., W. W.	BV RTU 2,3,5	6/6/2023	280.65
30806	GRAINGER INC., W. W.	GW CONS STAND	6/6/2023	232.72
30806	GRAINGER INC., W. W.	WHS PE CART WHEELS	6/6/2023	27.08
30807	GS CONSULTANTS	SVCS	6/6/2023	1,070.00
30808	HAMANN, WILLIAM	OFCL 5/23/23	6/6/2023	84.00
30809	HARDWARE DISTRIBUTORS, LTD	SUPPLIES	6/6/2023	448.26
30810	HENNEPIN COUNTY	MAR 2023 RADIO FEES	6/6/2023	296.89
30811	HIGH NORTH INC	4/14&4/18 EVENTS	6/6/2023	235.00
30811	HIGH NORTH INC	5/5&5/11 EVENTS	6/6/2023	190.00
30813	HIREQUEST	5/8-5/12/23 DM	6/6/2023	756.32
30813	HIREQUEST	5/8-5/12/23 AG	6/6/2023	1,043.20
30813	HIREQUEST	5/9-5/12/23 DS	6/6/2023	769.36
30813	HIREQUEST	5/15-5/18 DM 5/16 CC	6/6/2023	1,043.20
30813	HIREQUEST	5/16-5/19 AG	6/6/2023	828.04
30813	HIREQUEST	5/15-5/19 DS	6/6/2023	1,043.20
30813	HIREQUEST	5/22-5/26 DS	6/6/2023	1,043.20
30813	HIREQUEST	5/22-5/26/23 CH	6/6/2023	925.84
30813	HIREQUEST	5/15/23 KD 5/17/23 CC	6/6/2023	312.96
30813	HIREQUEST	5/22-5/26/23 AG	6/6/2023	795.44
30814	HOUGHTON MIFFLIN CO LLC	MATH IN FOCUS - TITLE II - APPROVED BY ANN F & JEN V	6/6/2023	2,000.00
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	24.25

Check No.	Vendor	Description	Date	Amount
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	212.15
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	54.01
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	375.73
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	97.65
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	81.81
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	39.55
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	661.18
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	170.98
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	225.45
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	527.48
30817	INGRAM LIBRARY SERVICES	BOOKS	6/6/2023	75.83
30817	INGRAM LIBRARY SERVICES	TITLE IV	6/6/2023	1,245.30
30817	INGRAM LIBRARY SERVICES	CMS MEDIA CENTER SUPPLIES	6/6/2023	626.49
30817	INGRAM LIBRARY SERVICES	CMS MEDIA CENTER SUPPLIES	6/6/2023	113.20
30817	INGRAM LIBRARY SERVICES	CMS MEDIA CENTER SUPPLIES	6/6/2023	19.78
30818	ISD #270-HOPKINS SCHOOLS	TITE 1 SVCS	6/6/2023	1,801.66
30819	JAHN, ERIC	BOYS T/F	6/6/2023	80.00
30820	J. APPLESEED INC	BOOKS	6/6/2023	961.65
30820	J. APPLESEED INC	CMS MEDIA CENTER BOOKS	6/6/2023	371.20
30821	JAYTECH INC	WHS SUPPLIES	6/6/2023	1,714.75
30822	JOHNSON, CHRISTINE	AMERICAN INDIAN MONTHLY CONSULTING FEES	6/6/2023	600.00
30822	JOHNSON, CHRISTINE	AMERICAN INDIAN MONTHLY CONSULTING FEES	6/6/2023	216.60
30823	JOHNSTONE SUPPLY	KL REPAIR PTS	6/6/2023	238.97
30823	JOHNSTONE SUPPLY	TR#15 STOCK	6/6/2023	1,117.47
30824	KELLY GREEN IRRIGATION INC	WHS IRR REP	6/6/2023	3,941.00
30824	KELLY GREEN IRRIGATION INC	WHS IRR REP	6/6/2023	1,221.71
30825	KEYSTONE INTERPRETING SOLUTIONS	SVCS	6/6/2023	781.00
30826	KIDCREATE STUDIO	YOUTH CLASS	6/6/2023	570.00
30827	KINECT ENERGY INC	SVCS	6/6/2023	48,842.75
30827	KINECT ENERGY INC	MONTHLY MGMT FEE	6/6/2023	861.00
30828	KORTH, SUSAN	ADULT CLASS	6/6/2023	231.00
30829	KROMER COMPANY	CSF REP PARTS	6/6/2023	315.70
30830	KUPHAL, BRENT M	OFCL 5/22/23	6/6/2023	83.00
30831	KURPIERS, REYNE	OFCL 5/20/23	6/6/2023	180.00
30832	LAI, QIWEN	ORCH 5/23/23	6/6/2023	35.28
30833	LANO EQUIPMENT INC	CSF REP PTS	6/6/2023	9.43
30834	LARSON CO, GUSTAVE A.	BV RTU1	6/6/2023	300.94
30835	LARSON CO, J. H.	KL LIGHTS	6/6/2023	11.94
30836	LAURENT, TIMOTHY	ADULT CLASS	6/6/2023	2,152.40
30837	LITFIN, NICHOLAS	OFCL 5/17/23	6/6/2023	83.00
30838	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/6/2023	330.00
30839	MALLOY, LUKE	REFUND	6/6/2023	52.60
30840	MARS CO, W. P. & R.S.	SUPPLIES	6/6/2023	213.30
30841	MASSACHUSETTS INSTITUTE OF TECHNOLOGY	Scholarships	6/6/2023	1,000.00
30842	METRO HARDWOODS	SUPPLIES	6/6/2023	567.72
30843	MIGIZI COMMUNICATIONS INC	CURRICULUM FOR STUDENTS & AMERICAN INDIAN PAI	6/6/2023	3,551.86
30845	MISSION FILTRATION	WHS FILTERS	6/6/2023	13,496.08
30845	MISSION FILTRATION	SH FILTERS	6/6/2023	3,179.03
30845	MISSION FILTRATION	CMS FILTERS	6/6/2023	19,584.32
30845	MISSION FILTRATION	WMS FILTERS	6/6/2023	6,046.66
30845	MISSION FILTRATION	EMS FILTERS	6/6/2023	5,146.63
30845	MISSION FILTRATION	EMS FILTERS	6/6/2023	551.58
30845	MISSION FILTRATION	PC FILTERS	6/6/2023	6,550.37
30845	MISSION FILTRATION	WHS FILTERS	6/6/2023	4,053.00
30845	MISSION FILTRATION	WMS FILTERS	6/6/2023	497.12
30845	MISSION FILTRATION	WMS FILTERS	6/6/2023	414.20
30845	MISSION FILTRATION	CMS FILTERS	6/6/2023	16,800.78
30846	MN ASSN OF SECONDARY SCHOOL PRINCIPALS	REGISTRATION NF	6/6/2023	18,000.00
30847	MN ASSN OF SCHOOL BUSINESS OFFICIALS	6/1/23 WEB SL	6/6/2023	25.00
30847	MN ASSN OF SCHOOL BUSINESS OFFICIALS	6/1/23 WEB KL	6/6/2023	25.00
30847	MN ASSN OF SCHOOL BUSINESS OFFICIALS	6/1/23 WEB JW	6/6/2023	25.00
30847	MN ASSN OF SCHOOL BUSINESS OFFICIALS	6/1/23 WEB DK	6/6/2023	25.00
30847	MN ASSN OF SCHOOL BUSINESS OFFICIALS	6/1/23 WEB DD	6/6/2023	25.00
30847	MN ASSN OF SCHOOL BUSINESS OFFICIALS	MASBO/ASBO DK	6/6/2023	385.00
30848	MN DEPT OF HEALTH	MN DATA REQ	6/6/2023	180.00
30849	MN HISTORICAL SOCIETY	KELLY FARM FTRP	6/6/2023	678.00
30850	MN SAFETY COUNCIL	WRKBKS	6/6/2023	92.00
30850	MN SAFETY COUNCIL	WRKBKS	6/6/2023	69.00
30851	MN SCHOOL BOARDS ASSN	MEMBERSHIP	6/6/2023	19,616.00
30852	MN STATE HIGH SCHOOL LEAGUE	BOYS TENNIS	6/6/2023	28.00
30853	MY 7 ON 7 PASSING LEAGUE	YOUTH CLASS	6/6/2023	5,495.25
30854	NAC (NORTHERN AIR CORP)	MR REPAIR	6/6/2023	7,956.00
30855	NATIONAL SPEECH AND DEBATE ASSOCIATION	TOUR FEES	6/6/2023	335.00
30856	NORMANDEALE COMMUNITY COLLEGE	Scholarships	6/6/2023	300.00
30857	NORTHSTAR BUS LINES, LLC	TRANS	6/6/2023	576.00
30858	NOVAK, JANICE	ADULT CLASS	6/6/2023	20.00
30860	ON SITE SANITATION	RNTL	6/6/2023	385.00

Check No.	Vendor	Description	Date	Amount
30860	ON SITE SANITATION	B TENNIS	6/6/2023	75.00
30860	ON SITE SANITATION	B/G LAX	6/6/2023	248.00
30860	ON SITE SANITATION	B TENNIS	6/6/2023	75.00
30860	ON SITE SANITATION	BASEBALL	6/6/2023	75.00
30860	ON SITE SANITATION	B/G LAX	6/6/2023	248.00
30860	ON SITE SANITATION	B/G TRK	6/6/2023	150.00
30860	ON SITE SANITATION	B/G TRK	6/6/2023	473.00
30861	PAN-O-GOLD BAKING CO	HS - Fresh Bakery Items	6/6/2023	145.60
30861	PAN-O-GOLD BAKING CO	HS - Fresh Bakery Items	6/6/2023	275.07
30861	PAN-O-GOLD BAKING CO	HS - Fresh Bakery Items	6/6/2023	230.02
30862	PAULSON, MICHAEL	OFCL 5/18/23	6/6/2023	143.00
30863	PENNER, BENJAMIN	FLOUR, FARM TO SCHOOL	6/6/2023	157.50
30864	POWELL, MATTHEW	ORCH 5/9,10,22,25/23	6/6/2023	100.00
30865	PREMIUM WATERS INC	WC WATER SERVICE	6/6/2023	18.00
30865	PREMIUM WATERS INC	Sunset Hill Water Machine	6/6/2023	39.95
30867	PROFESSIONAL INTERPRETING	SVCS	6/6/2023	160.04
30867	PROFESSIONAL INTERPRETING	SVCS	6/6/2023	154.19
30867	PROFESSIONAL INTERPRETING	SVCS	6/6/2023	166.48
30867	PROFESSIONAL INTERPRETING	SVCS	6/6/2023	146.00
30867	PROFESSIONAL INTERPRETING	SVCS	6/6/2023	146.00
30867	PROFESSIONAL INTERPRETING	SVCS	6/6/2023	169.40
30867	PROFESSIONAL INTERPRETING	SVCS	6/6/2023	179.93
30867	PROFESSIONAL INTERPRETING	SVCS	6/6/2023	165.89
30868	PROMOWEAR	CSF UNIFORMS	6/6/2023	551.65
30868	PROMOWEAR	CSF UNIFORMS	6/6/2023	255.95
30869	PYRAMID EDUCATIONAL CONSULTANTS LLC	SPED - OLGA CAMPBELL	6/6/2023	43.00
30870	RDO EQUIPMENT CO	RENTAL	6/6/2023	7,725.00
30870	RDO EQUIPMENT CO	CSF RENTAL	6/6/2023	6,598.24
30871	REINDERS	DIST USE FERTILIZER	6/6/2023	11,073.50
30871	REINDERS	DIST USE SEEDS	6/6/2023	2,544.00
30872	RISK ADMINISTRATION SERVICES INC	INSTALLMENT #7	6/6/2023	20,124.00
30873	ROCKY MOUNTAIN SUNSCREEN	SUM 2023 WK: SUNSCREEN	6/6/2023	1,483.11
30874	RUNDQUIST, DAVID	OFCL 5/16/23	6/6/2023	143.00
30875	SHELDEN & RUSH, LLC	SVCS	6/6/2023	500.00
30876	SHUPE, DANIELLE	OFCL 5/20/23	6/6/2023	180.00
30877	SIBLEY, DAVID	OFCL 5/24/23	6/6/2023	166.00
30878	ST. BARTHOLOMEW SCHOOL	NO PUB HLTH REIMBURSE	6/6/2023	10,909.08
30879	STEGMAN, PHIL	OFCL 5/22/23	6/6/2023	83.00
30880	STEINBERG, DANIEL	OFCL 5/22/23	6/6/2023	83.00
30881	STEWART, PETER	OFCL 5/22/23	6/6/2023	79.17
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	HS - MILK PRODUCTS	6/6/2023	603.96
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GL - MILK PRODUCTS	6/6/2023	95.80
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/6/2023	330.56
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	MR - MILK PRODUCTS	6/6/2023	76.46
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	SSH - MILK PRODUCTS	6/6/2023	68.38
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	BV - MILK PRODUCTS	6/6/2023	164.80
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	PC - MILK PRODUCTS	6/6/2023	53.77
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	HS - MILK PRODUCTS	6/6/2023	978.56
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	WMS - MILK PRODUCTS	6/6/2023	122.30
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	BV - MILK PRODUCTS	6/6/2023	131.24
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	OW - MILK PRODUCTS	6/6/2023	147.27
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GL - MILK PRODUCTS	6/6/2023	85.79
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/6/2023	199.13
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	BV - CREDIT MEMO	6/6/2023	(16.15)
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/6/2023	(18.86)
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	MR - MILK PRODUCTS	6/6/2023	212.53
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	PC - MILK PRODUCTS	6/6/2023	172.22
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	EMS - MILK PRODUCTS	6/6/2023	113.98
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	EMS - MILK PRODUCTS	6/6/2023	113.98
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	CMS - MILK PRODUCTS	6/6/2023	238.29
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	HS - MILK PRODUCTS	6/6/2023	963.64
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	HS - MILK PRODUCTS	6/6/2023	644.49
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	KL - MILK PRODUCTS	6/6/2023	189.66
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/6/2023	(270.56)
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	KL - MILK PRODUCTS	6/6/2023	(18.76)
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	BV - MILK PRODUCTS	6/6/2023	(184.99)
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	HS - MILK PRODUCTS	6/6/2023	(195.25)
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	EMS - MILK PRODUCTS	6/6/2023	(7.86)
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	SSH - MILK PRODUCTS	6/6/2023	(8.08)
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	SSH - MILK PRODUCTS	6/6/2023	121.66
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	OW - MILK PRODUCTS	6/6/2023	84.53
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/6/2023	143.58
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	NW - MILK PRODUCTS	6/6/2023	166.68
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	NW - MILK PRODUCTS	6/6/2023	130.23
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	SSH - MILK PRODUCTS	6/6/2023	117.31
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	KL - MILK PRODUCTS	6/6/2023	113.21
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	MR - MILK PRODUCTS	6/6/2023	148.16

Check No.	Vendor	Description	Date	Amount
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	OW - MILK PRODUCTS	6/6/2023	69.15
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/6/2023	143.58
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	PC - MILK PRODUCTS	6/6/2023	160.68
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	NW - MILK PRODUCTS	6/6/2023	174.66
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	NW - MILK PRODUCTS	6/6/2023	84.53
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	NW - MILK PRODUCTS	6/6/2023	106.65
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	CMS - MILK PRODUCTS	6/6/2023	188.58
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	CMS - MILK PRODUCTS	6/6/2023	263.53
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/6/2023	185.54
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	SSH - MILK PRODUCTS	6/6/2023	97.68
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	SSH - MILK PRODUCTS	6/6/2023	67.12
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	BV - MILK PRODUCTS	6/6/2023	128.20
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GL - MILK PRODUCTS	6/6/2023	139.07
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GL - MILK PRODUCTS	6/6/2023	85.79
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	MR - MILK PRODUCTS	6/6/2023	101.94
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GL - MILK PRODUCTS	6/6/2023	195.25
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	BV - MILK PRODUCTS	6/6/2023	37.51
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	BV - MILK PRODUCTS	6/6/2023	184.99
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	EMS - MILK PRODUCTS	6/6/2023	96.42
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	SSH - MILK PRODUCTS	6/6/2023	115.12
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/6/2023	111.59
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	WMS - MILK PRODUCTS	6/6/2023	87.72
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	OW - MILK PRODUCTS	6/6/2023	125.28
30891	ST PAUL BEVERAGE SOLUTIONS, LLC	EMS - MILK PRODUCTS	6/6/2023	75.45
30892	SUNBELT RENTALS, INC.	DOME DOWN	6/6/2023	6,640.84
30893	SUPERIOR FORD	CSF REP PARTS	6/6/2023	30.00
30893	SUPERIOR FORD	CSF REP PTS	6/6/2023	1,145.16
30894	THREE RIVERS PARK DISTRICT	KINDERGARTEN FIELD TRIP TO GALE WOODS FARM IN\	6/6/2023	1,050.00
30895	TRANSPORTATION PLUS INC	TRANS	6/6/2023	2,814.00
30895	TRANSPORTATION PLUS INC	TRANS	6/6/2023	1,320.00
30895	TRANSPORTATION PLUS INC	A - TRANS	6/6/2023	60.00
30895	TRANSPORTATION PLUS INC	TRANS	6/6/2023	282.00
30895	TRANSPORTATION PLUS INC	TRANS	6/6/2023	1,680.00
30896	UNIVERSITY OF IOWA	Scholarships	6/6/2023	1,000.00
30896	UNIVERSITY OF IOWA	Scholarships	6/6/2023	500.00
30897	UNIVERSITY OF WI-STOUT	CONF PASS	6/6/2023	100.00
30899	UNIVERSITY OF MN	Scholarships	6/6/2023	2,000.00
30899	UNIVERSITY OF MN	Scholarships	6/6/2023	300.00
30899	UNIVERSITY OF MN	Scholarships	6/6/2023	1,000.00
30899	UNIVERSITY OF MN	Scholarships	6/6/2023	2,000.00
30899	UNIVERSITY OF MN	Scholarships	6/6/2023	300.00
30899	UNIVERSITY OF MN	Scholarships	6/6/2023	2,000.00
30899	UNIVERSITY OF MN	Scholarships	6/6/2023	300.00
30900	UNIVERSITY OF MINNESOTA DULUTH	Scholarships	6/6/2023	1,000.00
30908	UPPER LAKE FOODS	CSF - PRIME VENDOR	6/6/2023	1,665.54
30908	UPPER LAKE FOODS	GL - PRIME VENDOR	6/6/2023	2,069.14
30908	UPPER LAKE FOODS	OW - PRIME VENDOR	6/6/2023	3,500.08
30908	UPPER LAKE FOODS	NW - PRIME VENDOR	6/6/2023	3,845.81
30908	UPPER LAKE FOODS	NW - PRIME VENDOR	6/6/2023	4,365.73
30908	UPPER LAKE FOODS	NW - PRIME VENDOR	6/6/2023	6,321.04
30908	UPPER LAKE FOODS	HB - North Woods	6/6/2023	971.00
30908	UPPER LAKE FOODS	CMS - PRIME VENDOR	6/6/2023	4,628.66
30908	UPPER LAKE FOODS	CMS - PRIME VENDOR	6/6/2023	3,917.97
30908	UPPER LAKE FOODS	CMS - PRIME VENDOR	6/6/2023	3,644.54
30908	UPPER LAKE FOODS	EMS - PRIME VENDOR	6/6/2023	1,348.97
30908	UPPER LAKE FOODS	MR - PRIME VENDOR	6/6/2023	1,291.63
30908	UPPER LAKE FOODS	PC - PRIME VENDOR	6/6/2023	664.89
30908	UPPER LAKE FOODS	HS - PRIME VENDOR	6/6/2023	6,352.84
30908	UPPER LAKE FOODS	OW - PRIME VENDOR	6/6/2023	4,436.85
30908	UPPER LAKE FOODS	MR - PRIME VENDOR	6/6/2023	4,364.53
30908	UPPER LAKE FOODS	HB - Gleason Lake	6/6/2023	254.87
30908	UPPER LAKE FOODS	HB - Kimberly Lane	6/6/2023	166.63
30908	UPPER LAKE FOODS	HB - Kimberly Lane	6/6/2023	172.20
30908	UPPER LAKE FOODS	HB - Meadow Ridge	6/6/2023	690.54
30908	UPPER LAKE FOODS	PC - PRIME VENDOR	6/6/2023	2,294.20
30908	UPPER LAKE FOODS	HB - KL CREDIT	6/6/2023	(172.20)
30908	UPPER LAKE FOODS	HB - Plymouth Creek	6/6/2023	318.94
30908	UPPER LAKE FOODS	EMS - PRIME VENDOR	6/6/2023	1,209.31
30908	UPPER LAKE FOODS	CSF - PRIME VENDOR	6/6/2023	6,264.15
30908	UPPER LAKE FOODS	OW - PRIME VENDOR	6/6/2023	2,507.72
30908	UPPER LAKE FOODS	HB - Oakwood	6/6/2023	1,497.07
30908	UPPER LAKE FOODS	EMS - PRIME VENDOR	6/6/2023	2,304.52
30908	UPPER LAKE FOODS	HS - PRIME VENDOR	6/6/2023	8,856.78
30908	UPPER LAKE FOODS	CMS - PRIME VENDOR	6/6/2023	3,442.79
30908	UPPER LAKE FOODS	CMS - PRIME VENDOR	6/6/2023	4,984.48
30908	UPPER LAKE FOODS	HS - PRIME VENDOR	6/6/2023	8,479.29
30908	UPPER LAKE FOODS	HS - PRIME VENDOR	6/6/2023	8,556.35

Check No.	Vendor	Description	Date	Amount
30908	UPPER LAKE FOODS	HS - PRIME VENDOR	6/6/2023	5,775.12
30908	UPPER LAKE FOODS	HS - PRIME VENDOR	6/6/2023	6,665.84
30908	UPPER LAKE FOODS	WMS - PRIME VENDOR	6/6/2023	1,184.27
30908	UPPER LAKE FOODS	WMS - PRIME VENDOR	6/6/2023	1,327.40
30908	UPPER LAKE FOODS	MR - PRIME VENDOR	6/6/2023	194.91
30908	UPPER LAKE FOODS	HS - PRIME VENDOR	6/6/2023	10,551.05
30908	UPPER LAKE FOODS	GL - PRIME VENDOR	6/6/2023	2,415.73
30908	UPPER LAKE FOODS	HB - Oakwood	6/6/2023	33.96
30908	UPPER LAKE FOODS	OW - PRIME VENDOR	6/6/2023	2,595.75
30908	UPPER LAKE FOODS	WMS - PRIME VENDOR	6/6/2023	1,356.29
30908	UPPER LAKE FOODS	WMS - PRIME VENDOR	6/6/2023	2,069.95
30908	UPPER LAKE FOODS	WMS - PRIME VENDOR	6/6/2023	2,168.25
30908	UPPER LAKE FOODS	WMS - PRIME VENDOR	6/6/2023	2,070.35
30909	VISION SERVICE PLAN INS CO	04/23 COBRA/RET	6/6/2023	153.29
30909	VISION SERVICE PLAN INS CO	05/2023 ACTIVE	6/6/2023	5,026.19
30910	VISTAR	HS Ala Carte & Food Items	6/6/2023	856.89
30911	VOIGT'S BUS CO	TRANS	6/6/2023	315.00
30911	VOIGT'S BUS CO	TRANS	6/6/2023	422.64
30911	VOIGT'S BUS CO	TRANS	6/6/2023	379.41
30912	WALBRAN, SHARON	ADULT CLASS	6/6/2023	192.50
30912	WALBRAN, SHARON	ADULT CLASS	6/6/2023	60.00
30913	WARNER TECH-CARE PRODUCTS LLC	CREDIT FRGT	6/6/2023	(11.89)
30913	WARNER TECH-CARE PRODUCTS LLC	IAN PAUL - DHH	6/6/2023	29.69
30914	WESTSIDE WHOLESALE TIRE, INC	TR#19 PATCH	6/6/2023	30.00
30914	WESTSIDE WHOLESALE TIRE, INC	TRK REP	6/6/2023	500.00
30915	WRIGHT-HENNEPIN COOPERATIVE ELECTRIC ASSN	SVCS	6/6/2023	5,193.11
30915	WRIGHT-HENNEPIN COOPERATIVE ELECTRIC ASSN	SVCS	6/6/2023	5,473.06
30916	XCEL ENERGY	WEL	6/6/2023	725.41
30916	XCEL ENERGY	DIST UTILITY	6/6/2023	164,107.41
30917	YOUSCIENCE, LLC	WHS STEPHANIE EBERT CTE PRECISION TECH SKILLS AS	6/6/2023	5,450.00
30918	YOUTH FRONTIERS, INC	NW RETREAT 9/21/23	6/6/2023	3,200.00
30434	NORTH HENNEPIN COMMUNITY COLLEGE	WHS COURSE CREDITS	6/9/2023	(51,975.00)
30899	UNIVERSITY OF MN	Scholarships	6/9/2023	(2,000.00)
30899	UNIVERSITY OF MN	Scholarships	6/9/2023	(2,000.00)
30899	UNIVERSITY OF MN	Scholarships	6/9/2023	(300.00)
30899	UNIVERSITY OF MN	Scholarships	6/9/2023	(300.00)
30899	UNIVERSITY OF MN	Scholarships	6/9/2023	(2,000.00)
30899	UNIVERSITY OF MN	Scholarships	6/9/2023	(1,000.00)
30899	UNIVERSITY OF MN	Scholarships	6/9/2023	(300.00)
30919	NORTH HENNEPIN COMMUNITY COLLEGE	WHS COURSE CREDITS	6/9/2023	55,814.22
30920	UNIVERSITY OF ST. THOMAS	Scholarships	6/9/2023	2,000.00
30921	UNIVERSITY OF MN	Scholarships	6/9/2023	2,000.00
30921	UNIVERSITY OF MN	Scholarships	6/9/2023	300.00
30921	UNIVERSITY OF MN	Scholarships	6/9/2023	300.00
30921	UNIVERSITY OF MN	Scholarships	6/9/2023	2,000.00
30921	UNIVERSITY OF MN	Scholarships	6/9/2023	1,000.00
30921	UNIVERSITY OF MN	Scholarships	6/9/2023	300.00
30923	A+ DRIVING SCHOOL NORTH, INC,	PROF SERVICES	6/13/2023	450.00
30923	A+ DRIVING SCHOOL NORTH, INC,	PROF SERVICES	6/13/2023	450.00
30923	A+ DRIVING SCHOOL NORTH, INC,	PROF SERVICES	6/13/2023	450.00
30923	A+ DRIVING SCHOOL NORTH, INC,	PROF SERVICES	6/13/2023	450.00
30923	A+ DRIVING SCHOOL NORTH, INC,	PROF SERVICES	6/13/2023	450.00
30923	A+ DRIVING SCHOOL NORTH, INC,	PROF SERVICES	6/13/2023	450.00
30923	A+ DRIVING SCHOOL NORTH, INC,	PROF SERVICES	6/13/2023	295.00
30923	A+ DRIVING SCHOOL NORTH, INC,	PROF SERVICES	6/13/2023	450.00
30923	A+ DRIVING SCHOOL NORTH, INC,	PROF SERVICES	6/13/2023	450.00
30924	ACT INC	FY23 ACT-Spring Invoice 2438	6/13/2023	50,925.00
30925	AEP CONNECTIONS	CMS STAFF DEVELOPMENT PAULETTE CHURNNESS -WEB	6/13/2023	150.00
30926	AIM ELECTRONICS INC	Stadium scoreboard Daktronics video control system upgra	6/13/2023	43,683.00
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	(34.98)
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	38.91
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	65.96
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	240.34
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	1,096.03
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	539.03
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	331.03
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	69.22
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	206.13
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	45.98
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	54.90
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	272.40
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	130.63
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	135.00
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	88.96
30929	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/13/2023	(102.99)
30930	APPLE INC	Equipment	6/13/2023	2,956.00
30930	APPLE INC	Macbooks	6/13/2023	10,590.00

Check No.	Vendor	Description	Date	Amount
30930	APPLE INC	Macbooks for	6/13/2023	2,158.00
30931	APRES EVENT DECOR AND TENT RENTAL	TESTING	6/13/2023	4,664.25
30932	ASSOC OF THREAT ASSESSMENT PROFESSIONALS	ATAP MEMBERSHIP	6/13/2023	215.00
30933	AUGSBURG UNIVERSITY	ORDER: MHNSTG3LNMQ ONLINE APSI	6/13/2023	765.00
30934	BAINS, NAVNEET	REFUND	6/13/2023	23.90
30935	BENIK CORPORATION	SPED -	6/13/2023	36.50
30936	BERRY COFFEE COMPANY	CMS EQ RENTAL (OASIS COUNTER TOP MODEL) MAINT	6/13/2023	73.00
30939	BIX PRODUCE COMPANY LLC	PC - Produce	6/13/2023	440.03
30939	BIX PRODUCE COMPANY LLC	GW - Produce	6/13/2023	855.04
30939	BIX PRODUCE COMPANY LLC	OW - Produce	6/13/2023	515.12
30939	BIX PRODUCE COMPANY LLC	GL - Produce	6/13/2023	428.95
30939	BIX PRODUCE COMPANY LLC	KL - Produce	6/13/2023	395.58
30939	BIX PRODUCE COMPANY LLC	CMS - Produce	6/13/2023	1,240.20
30939	BIX PRODUCE COMPANY LLC	EMS - Produce	6/13/2023	318.83
30939	BIX PRODUCE COMPANY LLC	WMS - Produce	6/13/2023	284.10
30939	BIX PRODUCE COMPANY LLC	HS - Produce	6/13/2023	172.16
30939	BIX PRODUCE COMPANY LLC	HS - Produce	6/13/2023	1,443.01
30939	BIX PRODUCE COMPANY LLC	HS - Produce	6/13/2023	2,041.55
30939	BIX PRODUCE COMPANY LLC	HS - Produce	6/13/2023	1,438.57
30939	BIX PRODUCE COMPANY LLC	SSH - Produce	6/13/2023	345.40
30939	BIX PRODUCE COMPANY LLC	NW - Produce	6/13/2023	977.74
30940	BLICK ART MATERIALS	ART PTO GRANT #1 PORTO ROLLER	6/13/2023	784.99
30941	BOLLOM, DEB	REFUND	6/13/2023	20.45
30942	BREADSMITH	HS - BREAD Products	6/13/2023	169.40
30943	BRENNAN CONSTRUCTION OF MN INC	WMS - Window & Waterproofing Rehab	6/13/2023	25,840.93
30944	BROADWAY AWARDS	AWARDS	6/13/2023	32.62
30945	BUFFALO GUN CLUB INC	SVCS	6/13/2023	981.50
30946	CAPITAL BEVERAGE SALES LP	BEVERAGES FOR HS ALA CARTE	6/13/2023	1,053.40
30947	CENTURY CONSTRUCTION COMPANY	GL - 06A Carpentry	6/13/2023	2,633.33
30948	COGENT COMMUNICATIONS INC	SVCS 6/1-6/30/23	6/13/2023	6,000.00
30949	CORVAL CONSTRUCTORS, INC	APPLICATION NO: 07	6/13/2023	60,182.74
30950	DAHL, TIMOTHY	REFUND	6/13/2023	407.40
30951	DEB GARVEY COMMUNICATIONS, LLC	svcs	6/13/2023	4,575.00
30952	DOCK & DOOR TEC, INC	KL - Loading dock	6/13/2023	807.75
30953	ENTOURAGE EVENTS GROUP	FINAL BILL PROM 2023	6/13/2023	345.97
30954	FEHN, JEROME	OFCL 5/24/23	6/13/2023	166.00
30955	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	783,544.52
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	294.89
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	429.89
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	242.77
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	197.14
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	384.23
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	645.38
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	226.59
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	277.09
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	659.30
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	312.69
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	263.19
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	414.97
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	238.92
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	369.34
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	419.79
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	50.00
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	614.63
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	733.18
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	404.63
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	563.48
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	217.22
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	288.40
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	406.56
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	452.19
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	491.01
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	212.35
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	326.28
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	452.85
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17

Check No.	Vendor	Description	Date	Amount
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	363.87
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	191.67
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	262.22
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	414.34
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	864.01
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	437.98
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	487.50
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	404.63
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	308.82
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	539.87
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	504.96
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	222.09
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	278.06
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	235.02
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	515.94
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	252.51
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	262.85
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	582.61
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	389.42
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	1,171.36
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	488.42
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	414.94
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	259.60
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	318.82
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	232.43
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	363.87
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	535.35
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	374.21
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	485.54
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	467.37
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	1,238.20
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	374.21
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	374.21
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	434.44
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	267.72
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	437.29
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	278.06
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	278.06
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	328.56
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	788.12
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	872.40
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	257.98
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	730.88
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	237.30
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	273.19
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	308.48
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	271.28
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	323.69
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	755.08
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	1,631.84
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	389.42
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	404.63
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	551.25
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	527.68
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	892.02
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	454.13
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	293.27
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	759.60

Check No.	Vendor	Description	Date	Amount
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	583.96
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	475.22
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	308.48
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	318.82
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	328.56
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	430.16
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	444.18
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	752.92
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	197.14
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	606.64
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	217.22
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	373.60
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	913.04
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	458.03
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	635.12
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	565.90
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	373.84
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	560.40
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	322.74
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	565.90
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	308.48
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	626.29
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	120.17
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	232.43
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	186.80
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	317.53
30979	FIRST STUDENT INC	TRANSPORTATION	6/13/2023	227.56
30980	FISHER SCIENTIFIC CO	WHS AMANDA LADEN LAB SUPPY	6/13/2023	54.38
30981	FLOORS BY BECKERS INC	GL - 09D Flooring	6/13/2023	2,338.67
30982	FOLLETT SCHOOL SOLUTIONS INC	CMS MEDIA CENTER STUDENT RESOURCES	6/13/2023	312.97
30983	FREDERICK BETHKE VIOLINS LLC	REPAIRS	6/13/2023	2,521.91
30984	FULL SPECTRUM LASER, LLC	WHS KYLE SWENSON FUME EXTRACTOR TECH ED	6/13/2023	3,400.00
30985	FUN ENGINEERZ LLC	YOUTH CLASS	6/13/2023	1,760.00
30985	FUN ENGINEERZ LLC	YOUTH CLASS	6/13/2023	1,440.00
30986	GALLAGHER BENEFIT SERVICES, INC	PROF. SERVICES HR	6/13/2023	400.00
30987	GENEST-STEIN, PHYLLIS	SVCS	6/13/2023	400.00
30988	GIBBS FARM	BIRCHVIEW 5/31/23 FT	6/13/2023	760.00
30989	GRAINGER INC., W. W.	CSF - Warehouse stock	6/13/2023	249.54
30990	HACKER, ELLEN CHARLES	CMS CHOIR 5/24, 5/30/23	6/13/2023	309.00
30991	HARDWARE DISTRIBUTORS, LTD	SUPPLIES	6/13/2023	42.34
30992	HAUGEN, KRISTEN	OFCL 5/23/23	6/13/2023	202.00
30993	HORIZON EQUIPMENT	ROBOT COUPE FOR HIGH SCHOOL	6/13/2023	12,592.00
30994	HOUGHTON MIFFLIN CO LLC	BRIGID AUSTIN - 8 YEAR (DIGITAL ONLY) INTO LITERATL	6/13/2023	115,000.00
30995	INGRAM LIBRARY SERVICES	BOOKS	6/13/2023	88.69
30996	INSTITUTE FOR MULTI-SENSORY EDUCATION LLC	JULIE SCHNEIDER - LITERACY SPECIALISTS - SMALL GRO	6/13/2023	224.00
30997	INTEREUM	NW ROCKER OTTS	6/13/2023	1,267.82
30998	JESSEN, CHRISTOPHER	OFCL 5/18/23	6/13/2023	143.00
30999	JOHNSON, CHRISTINE	AMERICAN INDIAN MONTHLY CONSULTING FEES	6/13/2023	1,800.00
31000	KFI ENGINEERS	PROJ 22-0471.01	6/13/2023	2,848.47
31001	L2 BRANDS LLC	SUPPLIES	6/13/2023	359.67
31001	L2 BRANDS LLC	SUPPLIES	6/13/2023	1,241.37
31002	LAB-AIDS INC.	9TH GRADE EARTH SCIENCE TEACHER'S EDITION - MICH	6/13/2023	302.50
31003	LANGUAGE LIZARD, LLC	TITLE 3 BOOKS	6/13/2023	1,824.60
31004	LARSON YOUTH SOCCER LLC	YOUTH	6/13/2023	7,448.00
31005	LERNER PUBLISHING GROUP INC	MC BOOKS	6/13/2023	490.78
31006	LIFETIME FITNESS, INC.	Locker Room Rent	6/13/2023	3,335.93
31007	LOBITZ, ADRIANNA	OFCL 5/2/23	6/13/2023	75.00
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	257.15
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	128.57
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	85.71
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	42.86
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	42.86
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	42.86
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	42.86
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	42.86
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	42.86
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	128.57
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	85.71
31009	LRS PORTABLES, LLC	BIFFS	6/13/2023	85.72
31010	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/13/2023	448,017.33

Check No.	Vendor	Description	Date	Amount
31011	MAYER ARTS INC	YOUTH CLASS	6/13/2023	2,916.00
31012	MCMASTER-CARR	SUPPLIES	6/13/2023	109.35
31013	MEDINA ENTERTAINMENT CTR	5/30/24 RENTAL DEPOSIT	6/13/2023	1,000.00
31014	MEI - MINNESOTA ELEVATOR INC	JUNE 2023 SVCS	6/13/2023	2,215.33
31015	MN ASSN OF SCHOOL BUSINESS OFFICIALS	DUES	6/13/2023	110.00
31016	MN CLAY USA - MIDWEST	ART SUPPLIES - PTO TO REIMBURSE	6/13/2023	1,651.94
31017	MN TROPHIES & GIFTS	ORCH	6/13/2023	144.72
31018	THE MPX GROUP	SUPPLIES	6/13/2023	4,554.38
31019	MUSIC THEATRE INTL	CONTRACT 1/19/24	6/13/2023	775.00
31020	NATL ASSN OF ELEM SCHOOL PRINCIPALS	NAESP MEMBERSHIP RENEWAL FOR ASSOCIATE PRINCI	6/13/2023	219.00
31021	NATL SCHOOL PUBLIC RELATIONS ASSN	MEMBERSHIP A.P.	6/13/2023	295.00
31022	NEW HOPE BOWL	NW FIELD TRIP 6/7/23	6/13/2023	650.00
31022	NEW HOPE BOWL	GW FIELD TRIP 6/6/23	6/13/2023	2,010.00
31023	NOODLE SOUP (OF WEINGART DESIGN)	ECFE	6/13/2023	20.00
31024	NORTHLAND MECHANICAL CONTRACTORS INC	GL - 22A Plumbing	6/13/2023	2,777.98
31025	NORTHSTAR BUS LINES, LLC	TRANS	6/13/2023	1,000.00
31026	NOW MICRO	Laptop for WK	6/13/2023	1,120.00
31027	ORONO COMMUNITY EDUCATION	ADULT CLASS	6/13/2023	366.10
31028	PAN-O-GOLD BAKING CO	HS - Fresh Bakery Items	6/13/2023	151.32
31029	PEPSI BEVERAGES COMPANY	Ala Carte Items - High School	6/13/2023	1,170.08
31030	PETRON, ZACHARY	OFCL 5/16/23	6/13/2023	84.00
31031	PIONEER POWER, INC	WHS - Piping Expansion	6/13/2023	142,500.00
31031	PIONEER POWER, INC	WHS - Piping Expansion	6/13/2023	262,200.00
31032	PLANGRID INC	Renewal of Autodesk software	6/13/2023	2,610.00
31033	PLYMOUTH GUN CLUB	MAR, APR, MAY SVCS	6/13/2023	1,834.00
31034	POPP COMMUNICATIONS	5/4-6/3/23 SVCS	6/13/2023	339.85
31035	PREMIUM WATERS INC	All Schools - Water	6/13/2023	2,249.99
31035	PREMIUM WATERS INC	WATER	6/13/2023	51.00
31035	PREMIUM WATERS INC	WC WATER SERVICE	6/13/2023	4.32
31035	PREMIUM WATERS INC	water	6/13/2023	4.99
31035	PREMIUM WATERS INC	WC WATER SERVICE	6/13/2023	14.58
31036	PROMOWEAR	SUPPLIES	6/13/2023	1,603.60
31036	PROMOWEAR	SUPPLIES	6/13/2023	63.00
31036	PROMOWEAR	SUPPLIES	6/13/2023	625.00
31037	PROVIDENCE ACADEMY	NON PUB REIMBURSEMENT	6/13/2023	196,655.76
31038	R & J LASERWORKS, LLC	AWARD PLAQUE	6/13/2023	287.92
31038	R & J LASERWORKS, LLC	SPECIAL AWARD PL	6/13/2023	73.98
31039	RAMADA HOTEL AND CONFERENCE CENTER	SUNSET ROOM	6/13/2023	225.00
31040	RED BALLOON	books	6/13/2023	186.50
31041	RUSH CREEK GOLF CLUB	A - BASEBALL BANQ	6/13/2023	750.00
31041	RUSH CREEK GOLF CLUB	A - B GOLF BANQ	6/13/2023	2,499.99
31042	SANDS, JAN	TEST ADMIN	6/13/2023	368.00
31043	SKILLS USA-MINNESOTA	LODGING	6/13/2023	2,247.72
31044	SMITH, ALEXANDER	AS COAST GUARD	6/13/2023	1,000.00
31046	ST PAUL BEVERAGE SOLUTIONS, LLC	GL - MILK PRODUCTS	6/13/2023	80.54
31046	ST PAUL BEVERAGE SOLUTIONS, LLC	MR - MILK PRODUCTS	6/13/2023	93.06
31046	ST PAUL BEVERAGE SOLUTIONS, LLC	GL - MILK PRODUCTS	6/13/2023	83.32
31046	ST PAUL BEVERAGE SOLUTIONS, LLC	WMS - MILK PRODUCTS	6/13/2023	101.31
31046	ST PAUL BEVERAGE SOLUTIONS, LLC	HS - MILK PRODUCTS	6/13/2023	825.84
31046	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/13/2023	128.08
31046	ST PAUL BEVERAGE SOLUTIONS, LLC	BV - MILK PRODUCTS	6/13/2023	58.96
31046	ST PAUL BEVERAGE SOLUTIONS, LLC	NW - MILK PRODUCTS	6/13/2023	101.94
31046	ST PAUL BEVERAGE SOLUTIONS, LLC	NW - MILK PRODUCTS	6/13/2023	105.02
31046	ST PAUL BEVERAGE SOLUTIONS, LLC	CMS - MILK PRODUCTS	6/13/2023	247.38
31047	SUNRISE PAINTING & WALLCOVERINGS INC	GL - 09K Painting	6/13/2023	743.54
31048	T-MOBILE USA, INC	HOT SPOTS	6/13/2023	980.00
31049	TARGET CTR	BAL DUE GRAD CER	6/13/2023	20,938.00
31050	TEAMWORKS INTERNATIONAL, INC	SVCS	6/13/2023	6,486.69
31051	THE MYERS-BRIGGS COMPANY	SUPPLIES	6/13/2023	132.92
31052	THELEN HEATING AND ROOFING INC	GL - 07H Built-up Bituminous Roofing	6/13/2023	30,993.04
31053	THOMPSON, ERROL	OFCL 5/10/23	6/13/2023	75.00
31054	TRANSPORTATION PLUS INC	TRANS	6/13/2023	51.00
31054	TRANSPORTATION PLUS INC	TRANS	6/13/2023	774.00
31054	TRANSPORTATION PLUS INC	TRANS	6/13/2023	3,516.00
31054	TRANSPORTATION PLUS INC	TRANS	6/13/2023	900.00
31055	UPPER LAKE FOODS	CMS - PRIME VENDOR	6/13/2023	2,520.42
31055	UPPER LAKE FOODS	NW - PRIME VENDOR	6/13/2023	2,547.82
31055	UPPER LAKE FOODS	GL - PRIME VENDOR	6/13/2023	151.26
31055	UPPER LAKE FOODS	EMS - PRIME VENDOR	6/13/2023	1,241.64
31055	UPPER LAKE FOODS	CSF - PRIME VENDOR	6/13/2023	2,008.70
31055	UPPER LAKE FOODS	CMS - PRIME VENDOR	6/13/2023	463.78
31056	USI INSURANCE SERVICES LLC	INS	6/13/2023	1,430.00
31057	VOIGT'S BUS CO	TRANS	6/13/2023	658.82
31057	VOIGT'S BUS CO	TRANS	6/13/2023	878.23
31058	WEST LUTHERAN HIGH SCHOOL	NON PUB HEALTH/GUID	6/13/2023	15,858.00
31058	WEST LUTHERAN HIGH SCHOOL	NON PUB HEALTH	6/13/2023	957.27
31059	WESTMARK PRODUCTIONS	JOB #123112	6/13/2023	580.00

Check No.	Vendor	Description	Date	Amount
31061	WOLD ARCHITECTS AND ENGINEERS	PC - 2023/2024 Renovations	6/13/2023	3,723.18
31061	WOLD ARCHITECTS AND ENGINEERS	EMS - 2023 Mechanical Improvements	6/13/2023	1,690.87
31061	WOLD ARCHITECTS AND ENGINEERS	PC - 2023/2024 Renovations	6/13/2023	375.00
31061	WOLD ARCHITECTS AND ENGINEERS	CMS - Elevator replacement	6/13/2023	31,416.36
31061	WOLD ARCHITECTS AND ENGINEERS	WHS - Restroom renovations	6/13/2023	11,713.31
31061	WOLD ARCHITECTS AND ENGINEERS	KL - 2024/2025 LTFM Renovations	6/13/2023	27,413.01
31061	WOLD ARCHITECTS AND ENGINEERS	PC - 2023/2024 Renovations	6/13/2023	10,540.77
31061	WOLD ARCHITECTS AND ENGINEERS	PC - 2023/2024 Renovations	6/13/2023	93,260.61
31062	WOLTHOFF, LORNA KAY	choir 5/18/23	6/13/2023	309.00
31063	XEROX FINANCIAL SERVICES	WC C7025T2 COPIER LEASE	6/13/2023	144.00
31064	YOUTH ENRICHMENT LEAGUE	YOUTH CLASS	6/13/2023	17,146.00
31065	YOUTH FRONTIERS, INC	PROV ACAD RET#104712 6/8/23	6/13/2023	4,250.00
31066	ZMD ENGINEERED SOLUTIONS LLC	SVCS	6/13/2023	22,605.00
31066	ZMD ENGINEERED SOLUTIONS LLC	SVCS	6/13/2023	12,660.00
30034	WAYZATA RESULTS, INC	G TRK TIMING	6/14/2023	(900.00)
31067	LIFE INSURANCE CO OF NORTH AMERICA	Ins. Tracking Billing	6/14/2023	5.30
31067	LIFE INSURANCE CO OF NORTH AMERICA	Ins. Tracking Billing	6/14/2023	(11.44)
31067	LIFE INSURANCE CO OF NORTH AMERICA	Ins. Tracking Billing	6/14/2023	5,943.73
31068	MADISON NATIONAL LIFE INSURANCE COMPANY	Ins. Tracking Billing	6/14/2023	25.13
31068	MADISON NATIONAL LIFE INSURANCE COMPANY	Ins. Tracking Billing	6/14/2023	12,977.54
31068	MADISON NATIONAL LIFE INSURANCE COMPANY	Ins. Tracking Billing	6/14/2023	7,234.56
31069	LOGIC MONITOR	Renewal of annual monitoring	6/14/2023	44,640.00
31070	WAYZATA RESULTS, INC	G TRK TIMING	6/14/2023	900.00
31071	SCHOOL SERVICE EMPLOYEES	Payroll accrual	6/15/2023	6,040.50
31071	SCHOOL SERVICE EMPLOYEES	Payroll accrual	6/15/2023	2,577.56
31071	SCHOOL SERVICE EMPLOYEES	Payroll accrual	6/15/2023	1,404.97
31071	SCHOOL SERVICE EMPLOYEES	Payroll accrual	6/15/2023	512.50
31071	SCHOOL SERVICE EMPLOYEES	Payroll accrual	6/15/2023	1,457.67
31072	MN DEPT OF LABOR AND INDUSTRY	WHS PLUMB PERMIT RESTROOM RENO	6/22/2023	97.00
31073	MN DEPT OF LABOR AND INDUSTRY	CMS PERMIT ELEVATOR REPLACEMENT	6/22/2023	500.00
31074	ACHMAN, PAUL	REFUND	6/27/2023	(37.05)
31074	ACHMAN, PAUL	REFUND	6/27/2023	37.05
31075	ACME TOOLS - PLYMOUTH	V BELT	6/27/2023	(29.30)
31075	ACME TOOLS - PLYMOUTH	V BELT	6/27/2023	29.30
31076	ADVANCED COMMERCIAL KITCHENS	REPAIRS	6/27/2023	(554.11)
31076	ADVANCED COMMERCIAL KITCHENS	REPAIRS	6/27/2023	(179.00)
31076	ADVANCED COMMERCIAL KITCHENS	REPAIRS	6/27/2023	554.11
31076	ADVANCED COMMERCIAL KITCHENS	REPAIRS	6/27/2023	179.00
31077	AGL CONSULTING LTD	SVCS	6/27/2023	(3,130.00)
31077	AGL CONSULTING LTD	SVCS	6/27/2023	3,130.00
31078	ALL STRINGS ATTACHED	WHS SVCS	6/27/2023	(962.80)
31078	ALL STRINGS ATTACHED	WHS SVCS	6/27/2023	962.80
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(373.68)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(583.89)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(21.99)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(722.39)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(27.46)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(378.98)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(111.48)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	101.99
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(89.97)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(659.34)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(1,099.50)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(22.10)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	2.85
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(1,576.26)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(211.56)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(247.07)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(20.51)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(201.69)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(59.90)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(96.46)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(159.39)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(172.00)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(205.26)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	0.74
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(59.05)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(169.19)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(1,720.97)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(39.98)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(2,168.83)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(159.39)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(79.72)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(32.98)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(871.89)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(39.54)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(237.08)

Check No.	Vendor	Description	Date	Amount
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	0.61
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	39.98
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(227.98)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(50.63)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(468.69)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(61.99)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(457.53)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(103.47)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(16.78)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(1,347.75)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(495.05)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(20.51)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(69.96)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(799.64)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(273.54)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(201.73)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	59.90
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	799.64
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	159.39
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	159.39
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	16.78
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	201.69
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	39.54
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	495.05
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	659.34
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(0.74)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(2.85)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(0.61)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	20.51
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	237.08
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	1,099.50
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	227.98
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	373.68
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	2,168.83
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	457.53
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	61.99
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	1,720.97
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	39.98
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(39.98)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	32.98
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	172.00
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	59.05
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	21.99
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	(101.99)
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	111.48
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	211.56
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	79.72
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	1,347.75
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	22.10
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	103.47
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	20.51
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	169.19
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	201.73
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	273.54
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	583.89
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	378.98
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	1,576.26
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	27.46
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	205.26
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	247.07
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	89.97
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	722.39
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	69.96
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	50.63
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	871.89
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	468.69
31088	AMAZON CAPITAL SERVICES INC	Classroom & Office Supplies	6/27/2023	96.46
31089	ATWOOD, LESLIE	OFCL 5/19/23	6/27/2023	(83.00)
31089	ATWOOD, LESLIE	OFCL 5/19/23	6/27/2023	83.00
31090	BIX PRODUCE COMPANY LLC	BV - Produce	6/27/2023	(263.49)
31090	BIX PRODUCE COMPANY LLC	HS - Produce	6/27/2023	(466.05)
31090	BIX PRODUCE COMPANY LLC	HS - Produce	6/27/2023	(64.40)
31090	BIX PRODUCE COMPANY LLC	HS - Produce	6/27/2023	(479.50)
31090	BIX PRODUCE COMPANY LLC	PRODUCE FOR SUMMER FEEDING	6/27/2023	(673.27)
31090	BIX PRODUCE COMPANY LLC	PRODUCE FOR SUMMER FEEDING	6/27/2023	(813.53)
31090	BIX PRODUCE COMPANY LLC	BV - Produce	6/27/2023	263.49
31090	BIX PRODUCE COMPANY LLC	HS - Produce	6/27/2023	466.05

Check No.	Vendor	Description	Date	Amount
31090	BIX PRODUCE COMPANY LLC	HS - Produce	6/27/2023	64.40
31090	BIX PRODUCE COMPANY LLC	HS - Produce	6/27/2023	479.50
31090	BIX PRODUCE COMPANY LLC	PRODUCE FOR SUMMER FEEDING	6/27/2023	673.27
31090	BIX PRODUCE COMPANY LLC	PRODUCE FOR SUMMER FEEDING	6/27/2023	813.53
31091	BLAKE SCHOOL	NON PUB HEALTH REIMB	6/27/2023	(12,188.56)
31091	BLAKE SCHOOL	NON PUB HEALTH REIMB	6/27/2023	12,188.56
31092	BLICK ART MATERIALS	Year end supplies for Art room	6/27/2023	(85.05)
31092	BLICK ART MATERIALS	CMS ART CLASSROOM SUPPLIES	6/27/2023	(549.80)
31092	BLICK ART MATERIALS	Year end supplies for Art room	6/27/2023	85.05
31092	BLICK ART MATERIALS	CMS ART CLASSROOM SUPPLIES	6/27/2023	549.80
31093	BLUUM OF MINNESOTA, LLC	WHS C102/C103	6/27/2023	(2,100.00)
31093	BLUUM OF MINNESOTA, LLC	WHS C102/C103	6/27/2023	(4,997.16)
31093	BLUUM OF MINNESOTA, LLC	Mics and Smart pens for NWE	6/27/2023	(3,211.95)
31093	BLUUM OF MINNESOTA, LLC	WHS C102/C103	6/27/2023	2,100.00
31093	BLUUM OF MINNESOTA, LLC	WHS C102/C103	6/27/2023	4,997.16
31093	BLUUM OF MINNESOTA, LLC	Mics and Smart pens for NWE	6/27/2023	3,211.95
31094	BRANDED CUSTOM SPORTSWEAR INC	SUPPLIES	6/27/2023	(1,596.80)
31094	BRANDED CUSTOM SPORTSWEAR INC	SUPPLIES	6/27/2023	1,596.80
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	(8.50)
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	(240.85)
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	(116.93)
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	(116.93)
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	(116.93)
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	(240.85)
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	8.50
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	240.85
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	116.93
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	116.93
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	116.93
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	116.93
31095	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	240.85
31096	CDW GOVERNMENT LLC	UPS batteries	6/27/2023	(7,434.24)
31096	CDW GOVERNMENT LLC	UPS batteries	6/27/2023	7,434.24
31097	COLLABORATIVE STUDENT TRANSPORTATION OF N TRANS		6/27/2023	(24,766.57)
31097	COLLABORATIVE STUDENT TRANSPORTATION OF N TRANS		6/27/2023	24,766.57
31098	COLLEGE BOARD AP EXAMS	BALANCE DUE	6/27/2023	(150.00)
31098	COLLEGE BOARD AP EXAMS	BALANCE DUE	6/27/2023	150.00
31099	CREATIVE CATERING LLC BY MOLLY	WHS CATERING	6/27/2023	(3,857.73)
31099	CREATIVE CATERING LLC BY MOLLY	WHS CATERING	6/27/2023	3,857.73
31100	CULINEX	WHS LBN REACH-IN REFRIGERATOR	6/27/2023	(5,287.66)
31100	CULINEX	WHS LBN REACH-IN REFRIGERATOR	6/27/2023	5,287.66
31101	DELANEY, MICHAEL	OFCL 5/15/23	6/27/2023	(59.00)
31101	DELANEY, MICHAEL	OFCL 5/15/23	6/27/2023	59.00
31102	EASTER, MARK	WHS CHOIR	6/27/2023	(230.00)
31102	EASTER, MARK	GL PIANO	6/27/2023	(115.00)
31102	EASTER, MARK	WHS CHOIR	6/27/2023	230.00
31102	EASTER, MARK	GL PIANO	6/27/2023	115.00
31103	EBC (EDUCATORS BENEFIT CONSULTANTS)	admin and compliance service	6/27/2023	(507.70)
31103	EBC (EDUCATORS BENEFIT CONSULTANTS)	admin and compliance service	6/27/2023	507.70
31104	EXPLORE LEARNING LLC	2848 STUDENTS - DISTRICT GIZMOS SCIENCE DEPT. LIC	6/27/2023	(11,249.60)
31104	EXPLORE LEARNING LLC	2848 STUDENTS - DISTRICT GIZMOS SCIENCE DEPT. LIC	6/27/2023	11,249.60
31105	FAIRVIEW HEALTH SERVICES	VB SECTIONS 10/26/21	6/27/2023	(50.00)
31105	FAIRVIEW HEALTH SERVICES	VB SECTIONS 10/28/21	6/27/2023	(100.00)
31105	FAIRVIEW HEALTH SERVICES	FB SECTIONS 10/29/21	6/27/2023	(87.50)
31105	FAIRVIEW HEALTH SERVICES	VB SECTIONS 10/26/21	6/27/2023	50.00
31105	FAIRVIEW HEALTH SERVICES	VB SECTIONS 10/28/21	6/27/2023	100.00
31105	FAIRVIEW HEALTH SERVICES	FB SECTIONS 10/29/21	6/27/2023	87.50
31106	FERNDALE MARKET, LLC	TURKEYS FOR FARM TO SCHOOL	6/27/2023	(5,181.41)
31106	FERNDALE MARKET, LLC	TURKEYS FOR FARM TO SCHOOL	6/27/2023	5,181.41
31107	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(508,279.45)
31107	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	508,279.45
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(328.56)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(560.40)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(706.86)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(334.03)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(703.32)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(186.80)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(530.57)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(252.51)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(303.61)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(378.71)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(343.77)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(491.00)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(247.64)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(646.67)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(334.03)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(647.38)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(394.96)

Check No.	Vendor	Description	Date	Amount
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(186.80)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(711.90)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(879.24)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(225.96)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(936.11)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(1,019.67)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(404.02)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(990.45)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(848.79)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(373.60)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(434.44)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(120.17)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	(547.74)
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	186.80
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	225.96
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	879.24
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	378.71
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	1,019.67
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	560.40
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	990.45
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	434.44
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	848.79
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	404.02
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	711.90
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	936.11
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	547.74
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	394.96
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	647.38
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	530.57
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	334.03
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	373.60
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	186.80
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	120.17
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	328.56
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	706.86
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	334.03
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	703.32
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	252.51
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	303.61
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	343.77
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	491.00
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	247.64
31112	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	646.67
31113	FOURTH DIMENSION SIGNS	ESC ROOM SIGN	6/27/2023	(127.00)
31113	FOURTH DIMENSION SIGNS	ESC ROOM SIGN	6/27/2023	127.00
31114	FRANCIS, JAICEE	REFUND	6/27/2023	(9.35)
31114	FRANCIS, JAICEE	REFUND	6/27/2023	9.35
31115	FRED T MILLER PHOTOGRAPHY	PRODUCTION 6/12/23	6/27/2023	(400.00)
31115	FRED T MILLER PHOTOGRAPHY	PRODUCTION 6/12/23	6/27/2023	400.00
31116	GALLAGHER BENEFIT SERVICES, INC	PROF. SERVICES HR	6/27/2023	(400.00)
31116	GALLAGHER BENEFIT SERVICES, INC	PROF. SERVICES HR	6/27/2023	400.00
31117	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	(406.36)
31117	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	(86.37)
31117	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	(100.76)
31117	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	(87.15)
31117	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	(71.60)
31117	GEAR WEST SKI & RUN INC	CREDIT MEMO	6/27/2023	21.48
31117	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	406.36
31117	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	86.37
31117	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	100.76
31117	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	87.15
31117	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	71.60
31117	GEAR WEST SKI & RUN INC	CREDIT MEMO	6/27/2023	(21.48)
31118	GENERATION 2 GENERATION INC	NED GRANT - RESTORATIVE PRACTICE	6/27/2023	(1,000.00)
31118	GENERATION 2 GENERATION INC	NED GRANT - RESTORATIVE PRACTICE	6/27/2023	1,000.00
31119	GEORGETOWN UNIVERSITY	Scholarships	6/27/2023	(500.00)
31119	GEORGETOWN UNIVERSITY	Scholarships	6/27/2023	500.00
31120	GRAINGER INC., W. W.	CSF - Warehouse stock	6/27/2023	(77.08)
31120	GRAINGER INC., W. W.	CSF - Warehouse stock	6/27/2023	77.08
31121	GRIZZLY INDUSTRIAL, INC.	WHS KEN PASHINA ROBOTICS REPLACEMENT FOR DAM	6/27/2023	(141.95)
31121	GRIZZLY INDUSTRIAL, INC.	WHS KEN PASHINA ROBOTICS REPLACEMENT FOR DAM	6/27/2023	141.95
31122	HANUS ENTERPRISES,LLP	Bus Garage Rent JUNE 2023	6/27/2023	(9,178.11)
31122	HANUS ENTERPRISES,LLP	Bus Garage Rent JUNE 2023	6/27/2023	9,178.11
31123	HENNEPIN TECHNICAL COLLEGE	PSEO 241.69X73 CREDITS	6/27/2023	(17,638.26)
31123	HENNEPIN TECHNICAL COLLEGE	PSEO 241.69X73 CREDITS	6/27/2023	17,638.26
31124	HIGHWAY 55 RENTAL & SALES INC	RENTAL 27	6/27/2023	(151.09)
31124	HIGHWAY 55 RENTAL & SALES INC	RENTAL	6/27/2023	151.09



Check No.	Vendor	Description	Date	Amount
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	250.00
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	305.00
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	300.00
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(250.00)
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(335.00)
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(775.00)
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(1,197.50)
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(650.00)
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(300.00)
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(300.00)
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(250.00)
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(367.50)
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(250.00)
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(305.00)
31143	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	6/27/2023	(300.00)
31144	MARS CO, W. P. & R.S.	SVCS	6/27/2023	2,201.00
31144	MARS CO, W. P. & R.S.	SVCS	6/27/2023	(2,201.00)
31145	MCINTOSH, JOHN	OFCL 5/16/23	6/27/2023	83.00
31145	MCINTOSH, JOHN	OFCL 5/16/23	6/27/2023	(83.00)
31146	MCMaster-CARR	SUPPLIES	6/27/2023	58.28
31146	MCMaster-CARR	SUPPLIES	6/27/2023	(58.28)
31147	MEDINA GOLF & COUNTRY CLUB	A - B GOLF CLINIC	6/27/2023	252.00
31147	MEDINA GOLF & COUNTRY CLUB	A - B GOLF CLINIC	6/27/2023	(252.00)
31150	MEDINA ENTERTAINMENT CTR	5/1/23 AP EXAM	6/27/2023	1,062.63
31150	MEDINA ENTERTAINMENT CTR	5/2/23 AP EXAM	6/27/2023	525.00
31150	MEDINA ENTERTAINMENT CTR	5/3/23 AP EXAM	6/27/2023	525.00
31150	MEDINA ENTERTAINMENT CTR	5/4/23 AP EXAM	6/27/2023	525.00
31150	MEDINA ENTERTAINMENT CTR	5/8/23 AP EXAM	6/27/2023	1,062.63
31150	MEDINA ENTERTAINMENT CTR	5/9/23 AP EXAM	6/27/2023	525.00
31150	MEDINA ENTERTAINMENT CTR	5/10/23 AP EXAM	6/27/2023	525.00
31150	MEDINA ENTERTAINMENT CTR	5/11/23 AP EXAM	6/27/2023	525.00
31150	MEDINA ENTERTAINMENT CTR	5/5/23 AP EXAM	6/27/2023	862.63
31150	MEDINA ENTERTAINMENT CTR	5/12/23 EXAM	6/27/2023	762.63
31150	MEDINA ENTERTAINMENT CTR	5/17/23 AP EXAM	6/27/2023	862.63
31150	MEDINA ENTERTAINMENT CTR	5/19/23 AP EXAM	6/27/2023	862.63
31150	MEDINA ENTERTAINMENT CTR	5/4/23 AP EXAM	6/27/2023	100.00
31150	MEDINA ENTERTAINMENT CTR	5/3/23 AP EXAM	6/27/2023	100.00
31150	MEDINA ENTERTAINMENT CTR	5/1/23 AP EXAM	6/27/2023	1,498.00
31150	MEDINA ENTERTAINMENT CTR	5/1/23 AP EXAM	6/27/2023	(1,062.63)
31150	MEDINA ENTERTAINMENT CTR	5/2/23 AP EXAM	6/27/2023	(525.00)
31150	MEDINA ENTERTAINMENT CTR	5/3/23 AP EXAM	6/27/2023	(525.00)
31150	MEDINA ENTERTAINMENT CTR	5/4/23 AP EXAM	6/27/2023	(525.00)
31150	MEDINA ENTERTAINMENT CTR	5/8/23 AP EXAM	6/27/2023	(1,062.63)
31150	MEDINA ENTERTAINMENT CTR	5/9/23 AP EXAM	6/27/2023	(525.00)
31150	MEDINA ENTERTAINMENT CTR	5/10/23 AP EXAM	6/27/2023	(525.00)
31150	MEDINA ENTERTAINMENT CTR	5/11/23 AP EXAM	6/27/2023	(525.00)
31150	MEDINA ENTERTAINMENT CTR	5/5/23 AP EXAM	6/27/2023	(862.63)
31150	MEDINA ENTERTAINMENT CTR	5/12/23 EXAM	6/27/2023	(762.63)
31150	MEDINA ENTERTAINMENT CTR	5/17/23 AP EXAM	6/27/2023	(862.63)
31150	MEDINA ENTERTAINMENT CTR	5/19/23 AP EXAM	6/27/2023	(862.63)
31150	MEDINA ENTERTAINMENT CTR	5/4/23 AP EXAM	6/27/2023	(100.00)
31150	MEDINA ENTERTAINMENT CTR	5/3/23 AP EXAM	6/27/2023	(100.00)
31150	MEDINA ENTERTAINMENT CTR	5/1/23 AP EXAM	6/27/2023	(1,498.00)
31151	METRO HARDWOODS	CMS TECH ED/WOOD SHOP CLASSROOM SUPPLIES	6/27/2023	2,034.27
31151	METRO HARDWOODS	CMS TECH ED/WOOD SHOP CLASSROOM SUPPLIES	6/27/2023	(2,034.27)
31152	MINIPCR BIO	WHS AMANDA LADEN CAPITAL SCIENCE PCR THERMAL	6/27/2023	1,750.00
31152	MINIPCR BIO	WHS AMANDA LADEN CAPITAL SCIENCE PCR THERMAL	6/27/2023	(1,750.00)
31153	MN HUMANITIES CENTER	AMERICAN INDIAN (A&I) BDOTÉ TOUR - 05.20.2023	6/27/2023	4,000.00
31153	MN HUMANITIES CENTER	AMERICAN INDIAN (A&I) BDOTÉ TOUR - 05.20.2023	6/27/2023	(4,000.00)
31154	MN IT SERVICES	MAY 2023 SVCS	6/27/2023	1,222.87
31154	MN IT SERVICES	MAY 2023 SVCS	6/27/2023	(1,222.87)
31155	MN ASSN OF SCHOOL BUSINESS OFFICIALS	MEMBERSHIP K.L.	6/27/2023	110.00
31155	MN ASSN OF SCHOOL BUSINESS OFFICIALS	MEMBERSHIP K.L.	6/27/2023	(110.00)
31156	MN SAFETY COUNCIL	WRKBKS	6/27/2023	345.00
31156	MN SAFETY COUNCIL	WRKBKS	6/27/2023	46.00
31156	MN SAFETY COUNCIL	WRKBKS	6/27/2023	92.00
31156	MN SAFETY COUNCIL	WRKBKS	6/27/2023	(345.00)
31156	MN SAFETY COUNCIL	WRKBKS	6/27/2023	(46.00)
31156	MN SAFETY COUNCIL	WRKBKS	6/27/2023	(92.00)
31157	MN TROPHIES & GIFTS	WHS BAND	6/27/2023	302.25
31157	MN TROPHIES & GIFTS	WHS BAND	6/27/2023	(302.25)
31158	MOHN, MONICA	ADULT CLASS	6/27/2023	214.00
31158	MOHN, MONICA	ADULT CLASS	6/27/2023	(214.00)
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	26.00
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	10.00
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	12.00
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	14.00

Check No.	Vendor	Description	Date	Amount
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	51.00
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	4.00
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	2.00
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	12.00
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	10.00
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	(26.00)
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	(10.00)
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	(12.00)
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	(51.00)
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	(2.00)
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	(12.00)
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	(10.00)
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	(14.00)
31160	MRI SOFTWARE LLC	SVCS	6/27/2023	(4.00)
31161	MYRA (MN YOUTH READING AWARDS)	MEMBERSHIP	6/27/2023	15.00
31161	MYRA (MN YOUTH READING AWARDS)	MEMBERSHIP	6/27/2023	(15.00)
31162	NATIONAL TREASURE KUNG FU, INC	YOUTH CLASS	6/27/2023	2,760.00
31162	NATIONAL TREASURE KUNG FU, INC	YOUTH CLASS	6/27/2023	(2,760.00)
31163	NATL ASSN OF ELEM SCHOOL PRINCIPALS	NAESP MEMBERSHIP RENEWAL FOR ASSOCIATE PRINCI	6/27/2023	219.00
31163	NATL ASSN OF ELEM SCHOOL PRINCIPALS	NAESP MEMBERSHIP RENEWAL FOR ASSOCIATE PRINCI	6/27/2023	(219.00)
31164	NIMERFROH, JOAN	ADULT CLASS	6/27/2023	1,281.15
31164	NIMERFROH, JOAN	ADULT CLASS	6/27/2023	(1,281.15)
31165	NOKOMIS SHOE SHOP INC	SHOES	6/27/2023	529.90
31165	NOKOMIS SHOE SHOP INC	SHOES	6/27/2023	(529.90)
31166	NOW MICRO	Laptops for ELS	6/27/2023	5,600.00
31166	NOW MICRO	Laptops for ELS	6/27/2023	(5,600.00)
31167	ON SITE SANITATION	BIFF	6/27/2023	473.00
31167	ON SITE SANITATION	BIFF	6/27/2023	150.00
31167	ON SITE SANITATION	BIFF	6/27/2023	75.00
31167	ON SITE SANITATION	BIFF	6/27/2023	(473.00)
31167	ON SITE SANITATION	BIFF	6/27/2023	(150.00)
31167	ON SITE SANITATION	BIFF	6/27/2023	(75.00)
31168	PAN-O-GOLD BAKING CO	All Schools - Bakery (No HS)	6/27/2023	37.52
31168	PAN-O-GOLD BAKING CO	All Schools - Bakery (No HS)	6/27/2023	(37.52)
31169	PERFORMANCE FOOD GROUP INC	HS Ala Carte & Food Items	6/27/2023	1,137.92
31169	PERFORMANCE FOOD GROUP INC	HS Ala Carte & Food Items	6/27/2023	1,612.83
31169	PERFORMANCE FOOD GROUP INC	HS Ala Carte & Food Items	6/27/2023	705.24
31169	PERFORMANCE FOOD GROUP INC	HS Ala Carte & Food Items	6/27/2023	(1,137.92)
31169	PERFORMANCE FOOD GROUP INC	HS Ala Carte & Food Items	6/27/2023	(1,612.83)
31169	PERFORMANCE FOOD GROUP INC	HS Ala Carte & Food Items	6/27/2023	(705.24)
31170	PREMIUM WATERS INC	CMS WATER DELIVERY FOR THE YEAR 2022-23	6/27/2023	13.69
31170	PREMIUM WATERS INC	CMS WATER DELIVERY FOR THE YEAR 2022-23	6/27/2023	(13.69)
31172	PROFESSIONAL INTERPRETING	SVCS 5/1/23	6/27/2023	146.00
31172	PROFESSIONAL INTERPRETING	SVCS 5/22/23	6/27/2023	160.04
31172	PROFESSIONAL INTERPRETING	SVCS 5/16/23	6/27/2023	154.78
31172	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	162.38
31172	PROFESSIONAL INTERPRETING	SVCS 6/5/23	6/27/2023	146.00
31172	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	162.38
31172	PROFESSIONAL INTERPRETING	SVCS 6/6/23	6/27/2023	160.04
31172	PROFESSIONAL INTERPRETING	SVCS 6/5/23	6/27/2023	175.25
31172	PROFESSIONAL INTERPRETING	SVCS 6/8/23	6/27/2023	162.38
31172	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	154.78
31172	PROFESSIONAL INTERPRETING	SVCS 5/22/23	6/27/2023	157.70
31172	PROFESSIONAL INTERPRETING	SVCS 5/23/23	6/27/2023	158.87
31172	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	158.87
31172	PROFESSIONAL INTERPRETING	SVCS 5/1/23	6/27/2023	(146.00)
31172	PROFESSIONAL INTERPRETING	SVCS 5/22/23	6/27/2023	(160.04)
31172	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	(154.78)
31172	PROFESSIONAL INTERPRETING	SVCS 5/16/23	6/27/2023	(154.78)
31172	PROFESSIONAL INTERPRETING	SVCS 5/22/23	6/27/2023	(157.70)
31172	PROFESSIONAL INTERPRETING	SVCS 5/23/23	6/27/2023	(158.87)
31172	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	(158.87)
31172	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	(162.38)
31172	PROFESSIONAL INTERPRETING	SVCS 6/5/23	6/27/2023	(146.00)
31172	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	(162.38)
31172	PROFESSIONAL INTERPRETING	SVCS 6/6/23	6/27/2023	(160.04)
31172	PROFESSIONAL INTERPRETING	SVCS 6/5/23	6/27/2023	(175.25)
31172	PROFESSIONAL INTERPRETING	SVCS 6/8/23	6/27/2023	(162.38)
31173	R & J LASERWORKS, LLC	A - AWARDS	6/27/2023	540.00
31173	R & J LASERWORKS, LLC	A - AWARDS	6/27/2023	1,102.00
31173	R & J LASERWORKS, LLC	A - AWARDS	6/27/2023	(1,102.00)
31173	R & J LASERWORKS, LLC	A - AWARDS	6/27/2023	(540.00)
31174	REDEEMER LUTHERAN CHURCH & SCHOOL	DEC 22 GUIDANCE	6/27/2023	2,211.00
31174	REDEEMER LUTHERAN CHURCH & SCHOOL	FEB 2023 GUIDANCE	6/27/2023	2,010.00
31174	REDEEMER LUTHERAN CHURCH & SCHOOL	MAY 23 GUIDANCE	6/27/2023	1,809.00
31174	REDEEMER LUTHERAN CHURCH & SCHOOL	NON PUB HEALTH REIMB	6/27/2023	11,270.78
31174	REDEEMER LUTHERAN CHURCH & SCHOOL	FEB 2023 GUIDANCE	6/27/2023	(2,010.00)

Check No.	Vendor	Description	Date	Amount
31174	REDEEMER LUTHERAN CHURCH & SCHOOL	MAY 23 GUIDANCE	6/27/2023	(1,809.00)
31174	REDEEMER LUTHERAN CHURCH & SCHOOL	NON PUB HEALTH REIMB	6/27/2023	(11,270.78)
31174	REDEEMER LUTHERAN CHURCH & SCHOOL	DEC 22 GUIDANCE	6/27/2023	(2,211.00)
31175	RED NOTE BOTANICA LLC	ADULT CLASS	6/27/2023	60.00
31175	RED NOTE BOTANICA LLC	ADULT CLASS	6/27/2023	(60.00)
31176	REGENTS OF THE UNIV OF MN	CMS SCIENCE EVENT FOR 8TH GRADE STUDENTS	6/27/2023	800.00
31176	REGENTS OF THE UNIV OF MN	CMS SCIENCE EVENT FOR 8TH GRADE STUDENTS	6/27/2023	(800.00)
31177	REGION 6AA	TKT REV	6/27/2023	3,865.00
31177	REGION 6AA	TKT REV	6/27/2023	(3,865.00)
31178	RISK ADMINISTRATION SERVICES INC	SVCS	6/27/2023	52,869.10
31178	RISK ADMINISTRATION SERVICES INC	INSTALLMENT #8	6/27/2023	40,246.00
31178	RISK ADMINISTRATION SERVICES INC	SVCS	6/27/2023	(52,869.10)
31178	RISK ADMINISTRATION SERVICES INC	INSTALLMENT #8	6/27/2023	(40,246.00)
31179	SCHMITT MUSIC CO	5TH GR INSTRUMENT SELECTION - REEDS - APPROVED I	6/27/2023	86.36
31179	SCHMITT MUSIC CO	5TH GR INSTRUMENT SELECTION - REEDS - APPROVED I	6/27/2023	(86.36)
31180	SEVERSON, LAUREL	ADULT CLASS	6/27/2023	100.00
31180	SEVERSON, LAUREL	ADULT CLASS	6/27/2023	(100.00)
31181	SHEEHAN, JAMES	SVCS	6/27/2023	1,100.00
31181	SHEEHAN, JAMES	SVCS	6/27/2023	(1,100.00)
31182	SIGNATURE MECHANICAL	WHS - HVAC	6/27/2023	6,500.00
31182	SIGNATURE MECHANICAL	WHS - HVAC	6/27/2023	(6,500.00)
31183	SLEEPER, LYNDA	ACCOMPANIST	6/27/2023	310.00
31183	SLEEPER, LYNDA	ACCOMPANIST	6/27/2023	(310.00)
31184	SPRAYING SYSTEMS CO	Dist use - Maintenance agreement	6/27/2023	662.13
31184	SPRAYING SYSTEMS CO	Dist use - Maintenance agreement	6/27/2023	(662.13)
31185	STEVE WEISS MUSIC INC	WHS DAVE ELMHIRST OPEN PO STEVE WEISS MUSIC	6/27/2023	106.89
31185	STEVE WEISS MUSIC INC	WHS DAVE ELMHIRST OPEN PO STEVE WEISS MUSIC	6/27/2023	(106.89)
31186	ST OLAF COLLEGE	Scholarships	6/27/2023	2,000.00
31186	ST OLAF COLLEGE	Scholarships	6/27/2023	(2,000.00)
31187	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/27/2023	97.19
31187	ST PAUL BEVERAGE SOLUTIONS, LLC	HS - MILK PRODUCTS	6/27/2023	885.55
31187	ST PAUL BEVERAGE SOLUTIONS, LLC	PC - MILK PRODUCTS	6/27/2023	133.00
31187	ST PAUL BEVERAGE SOLUTIONS, LLC	MILK FOR SUMMER FEEDING PROGRAM	6/27/2023	199.76
31187	ST PAUL BEVERAGE SOLUTIONS, LLC	MILK FOR SUMMER FEEDING PROGRAM	6/27/2023	253.30
31187	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/27/2023	(97.19)
31187	ST PAUL BEVERAGE SOLUTIONS, LLC	HS - MILK PRODUCTS	6/27/2023	(885.55)
31187	ST PAUL BEVERAGE SOLUTIONS, LLC	PC - MILK PRODUCTS	6/27/2023	(133.00)
31187	ST PAUL BEVERAGE SOLUTIONS, LLC	MILK FOR SUMMER FEEDING PROGRAM	6/27/2023	(199.76)
31187	ST PAUL BEVERAGE SOLUTIONS, LLC	MILK FOR SUMMER FEEDING PROGRAM	6/27/2023	(253.30)
31188	SWANSON MEATS INC	FARM TO SCHOOL GROUND BEEF	6/27/2023	20,945.75
31188	SWANSON MEATS INC	FARM TO SCHOOL GROUND BEEF	6/27/2023	(20,945.75)
31189	THREE RIVERS PARK DISTRICT	WK BV ON SITE 7/19/23	6/27/2023	769.50
31189	THREE RIVERS PARK DISTRICT	RES# 201338	6/27/2023	175.00
31189	THREE RIVERS PARK DISTRICT	WK BV ON SITE 7/19/23	6/27/2023	(769.50)
31189	THREE RIVERS PARK DISTRICT	RES# 201338	6/27/2023	(175.00)
31190	TRANSPORTATION PLUS INC	A - TRANS	6/27/2023	228.00
31190	TRANSPORTATION PLUS INC	TRANS	6/27/2023	5,640.00
31190	TRANSPORTATION PLUS INC	TRANS	6/27/2023	(5,640.00)
31190	TRANSPORTATION PLUS INC	A - TRANS	6/27/2023	(228.00)
31191	UNIVERSITY OF MN	Scholarships	6/27/2023	2,000.00
31191	UNIVERSITY OF MN	Scholarships	6/27/2023	(2,000.00)
31194	UPPER LAKE FOODS	KL - PRIME VENDOR	6/27/2023	2,780.55
31194	UPPER LAKE FOODS	KL - PRIME VENDOR	6/27/2023	68.24
31194	UPPER LAKE FOODS	NW - PRIME VENDOR	6/27/2023	4,348.84
31194	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	2,030.16
31194	UPPER LAKE FOODS	HB - North Woods	6/27/2023	2,171.21
31194	UPPER LAKE FOODS	OW - PRIME VENDOR	6/27/2023	5,237.41
31194	UPPER LAKE FOODS	HB - Oakwood	6/27/2023	109.55
31194	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	1,112.59
31194	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	7,668.47
31194	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	8,742.30
31194	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	5,139.64
31194	UPPER LAKE FOODS	food vendor for summer feeding june 2023	6/27/2023	8,387.78
31194	UPPER LAKE FOODS	food vendor for summer feeding june 2023	6/27/2023	5,560.84
31194	UPPER LAKE FOODS	NW - PRIME VENDOR	6/27/2023	(4,348.84)
31194	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	(8,742.30)
31194	UPPER LAKE FOODS	KL - PRIME VENDOR	6/27/2023	(2,780.55)
31194	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	(7,668.47)
31194	UPPER LAKE FOODS	KL - PRIME VENDOR	6/27/2023	(68.24)
31194	UPPER LAKE FOODS	OW - PRIME VENDOR	6/27/2023	(5,237.41)
31194	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	(5,139.64)
31194	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	(2,030.16)
31194	UPPER LAKE FOODS	HB - Oakwood	6/27/2023	(109.55)
31194	UPPER LAKE FOODS	HB - North Woods	6/27/2023	(2,171.21)
31194	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	(1,112.59)
31194	UPPER LAKE FOODS	food vendor for summer feeding june 2023	6/27/2023	(5,560.84)
31194	UPPER LAKE FOODS	food vendor for summer feeding june 2023	6/27/2023	(8,387.78)

Check No.	Vendor	Description	Date	Amount
31195	VISION SERVICE PLAN INS CO	MAY 2023 COBRA/RETIREE	6/27/2023	153.29
31195	VISION SERVICE PLAN INS CO	APRIL 2023 ACTIVE	6/27/2023	5,018.74
31195	VISION SERVICE PLAN INS CO	FEB 2023 ACTIVE	6/27/2023	5,003.03
31195	VISION SERVICE PLAN INS CO	MARCH 2023 ACTIVE	6/27/2023	5,013.49
31195	VISION SERVICE PLAN INS CO	APRIL 2023 ACTIVE	6/27/2023	(5,018.74)
31195	VISION SERVICE PLAN INS CO	FEB 2023 ACTIVE	6/27/2023	(5,003.03)
31195	VISION SERVICE PLAN INS CO	MARCH 2023 ACTIVE	6/27/2023	(5,013.49)
31195	VISION SERVICE PLAN INS CO	MAY 2023 COBRA/RETIREE	6/27/2023	(153.29)
31196	VISTAR	HS Ala Carte & Food Items	6/27/2023	276.06
31196	VISTAR	HS Ala Carte & Food Items	6/27/2023	(276.06)
31197	WHITE, DANTE	STATE MEET	6/27/2023	112.30
31197	WHITE, DANTE	STATE MEET	6/27/2023	(112.30)
31198	WILDLIFE SCIENCE CTR	WHS VISIT 4/19/23	6/27/2023	450.00
31198	WILDLIFE SCIENCE CTR	WHS VISIT 4/19/23	6/27/2023	(450.00)
31199	WRITE BULB	SUPPLIES	6/27/2023	1,800.00
31199	WRITE BULB	SUPPLIES	6/27/2023	(1,800.00)
31200	ACHMAN, PAUL	REFUND	6/27/2023	37.05
31201	ACME TOOLS - PLYMOUTH	V BELT	6/27/2023	29.30
31202	ADVANCED COMMERCIAL KITCHENS	REPAIRS	6/27/2023	554.11
31202	ADVANCED COMMERCIAL KITCHENS	REPAIRS	6/27/2023	179.00
31203	AGL CONSULTING LTD	SVCS	6/27/2023	3,130.00
31204	ALL STRINGS ATTACHED	WHS SVCS	6/27/2023	962.80
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	22.10
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	1,099.50
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	373.68
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	583.89
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	21.99
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	722.39
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	27.46
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	378.98
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	111.48
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	(101.99)
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	89.97
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	659.34
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	(2.85)
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	1,576.26
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	211.56
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	247.07
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	20.51
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	201.69
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	59.90
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	96.46
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	159.39
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	172.00
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	205.26
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	(0.74)
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	59.05
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	169.19
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	1,720.97
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	39.98
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	2,168.83
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	159.39
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	79.72
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	32.98
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	871.89
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	39.54
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	237.08
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	(0.61)
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	(39.98)
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	227.98
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	50.63
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	468.69
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	61.99
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	457.53
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	103.47
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	16.78
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	1,347.75
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	495.05
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	20.51
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	69.96
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	799.64
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	273.54
31214	AMAZON CAPITAL SERVICES INC	Clasroom & Office Supplies	6/27/2023	201.73
31215	ATWOOD, LESLIE	OFCL 5/19/23	6/27/2023	83.00
31216	BIX PRODUCE COMPANY LLC	BV - Produce	6/27/2023	263.49
31216	BIX PRODUCE COMPANY LLC	HS - Produce	6/27/2023	466.05
31216	BIX PRODUCE COMPANY LLC	HS - Produce	6/27/2023	64.40

Check No.	Vendor	Description	Date	Amount
31216	BIX PRODUCE COMPANY LLC	HS - Produce	6/27/2023	479.50
31216	BIX PRODUCE COMPANY LLC	PRODUCE FOR SUMMER FEEDING	6/27/2023	673.27
31216	BIX PRODUCE COMPANY LLC	PRODUCE FOR SUMMER FEEDING	6/27/2023	813.53
31217	BLAKE SCHOOL	NON PUB HEALTH REIMB	6/27/2023	12,188.56
31218	BLICK ART MATERIALS	Year end supplies for Art room	6/27/2023	85.05
31218	BLICK ART MATERIALS	CMS ART CLASSROOM SUPPLIES	6/27/2023	549.80
31219	BLUUM OF MINNESOTA, LLC	WHS C102/C103	6/27/2023	2,100.00
31219	BLUUM OF MINNESOTA, LLC	WHS C102/C103	6/27/2023	4,997.16
31219	BLUUM OF MINNESOTA, LLC	Mics and Smart pens for NWE	6/27/2023	3,211.95
31220	BRANDED CUSTOM SPORTSWEAR INC	SUPPLIES	6/27/2023	1,596.80
31221	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	8.50
31221	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	240.85
31221	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	116.93
31221	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	116.93
31221	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	116.93
31221	BRUEGGER'S ENTERPRISES INC	HS - BREAD PRODUCTS	6/27/2023	240.85
31222	CDW GOVERNMENT LLC	UPS batteries	6/27/2023	7,434.24
31223	COLLABORATIVE STUDENT TRANSPORTATION OF N	TRANS	6/27/2023	24,766.57
31224	COLLEGE BOARD AP EXAMS	BALANCE DUE	6/27/2023	150.00
31225	CREATIVE CATERING LLC BY MOLLY	WHS CATERING	6/27/2023	3,857.73
31226	CULINEX	WHS LBN REACH-IN REFRIGERATOR	6/27/2023	5,287.66
31227	DELANEY, MICHAEL	OFCL 5/15/23	6/27/2023	59.00
31228	EASTER, MARK	WHS CHOIR	6/27/2023	230.00
31228	EASTER, MARK	GL PIANO	6/27/2023	115.00
31229	EBC (EDUCATORS BENEFIT CONSULTANTS)	admin and compliance service	6/27/2023	507.70
31230	EXPLORE LEARNING LLC	2848 STUDENTS - DISTRICT GIZMOS SCIENCE DEPT. LIC	6/27/2023	11,249.60
31231	FAIRVIEW HEALTH SERVICES	VB SECTIONS 10/26/21	6/27/2023	50.00
31231	FAIRVIEW HEALTH SERVICES	VB SECTIONS 10/28/21	6/27/2023	100.00
31231	FAIRVIEW HEALTH SERVICES	FB SECTIONS 10/29/21	6/27/2023	87.50
31232	FERNDALE MARKET, LLC	TURKEYS FOR FARM TO SCHOOL	6/27/2023	5,181.41
31233	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	508,279.45
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	328.56
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	560.40
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	706.86
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	334.03
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	703.32
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	186.80
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	530.57
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	252.51
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	303.61
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	378.71
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	343.77
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	491.00
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	247.64
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	646.67
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	334.03
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	647.38
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	394.96
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	186.80
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	711.90
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	879.24
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	225.96
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	936.11
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	1,019.67
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	404.02
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	990.45
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	848.79
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	373.60
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	434.44
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	120.17
31238	FIRST STUDENT INC	TRANSPORTATION	6/27/2023	547.74
31239	FOURTH DIMENSION SIGNS	ESC ROOM SIGN	6/27/2023	127.00
31240	FRANCIS, JAICEE	REFUND	6/27/2023	9.35
31241	FRED T MILLER PHOTOGRAPHY	PRODUCTION 6/12/23	6/27/2023	400.00
31242	GALLAGHER BENEFIT SERVICES, INC	PROF. SERVICES HR	6/27/2023	400.00
31243	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	406.36
31243	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	86.37
31243	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	100.76
31243	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	87.15
31243	GEAR WEST SKI & RUN INC	NORDIC SKI	6/27/2023	71.60
31243	GEAR WEST SKI & RUN INC	CREDIT MEMO	6/27/2023	(21.48)
31244	GENERATION 2 GENERATION INC	NED GRANT - RESTORATIVE PRACTICE	6/27/2023	1,000.00
31245	GEORGETOWN UNIVERSITY	Scholarships	6/27/2023	500.00
31246	GRAINGER INC., W. W.	CSF - Warehouse stock	6/27/2023	77.08
31247	GRIZZLY INDUSTRIAL, INC.	WHS KEN PASHINA ROBOTICS REPLACEMENT FOR DAM	6/27/2023	141.95
31248	HANUS ENTERPRISES,LLP	Bus Garage Rent JUNE 2023	6/27/2023	9,178.11
31249	HENNEPIN TECHNICAL COLLEGE	PSEO 241.69X73 CREDITS	6/27/2023	17,638.26



Check No.	Vendor	Description	Date	Amount
31286	MRI SOFTWARE LLC	SVCS	6/27/2023	10.00
31286	MRI SOFTWARE LLC	SVCS	6/27/2023	12.00
31286	MRI SOFTWARE LLC	SVCS	6/27/2023	51.00
31286	MRI SOFTWARE LLC	SVCS	6/27/2023	2.00
31286	MRI SOFTWARE LLC	SVCS	6/27/2023	12.00
31286	MRI SOFTWARE LLC	SVCS	6/27/2023	10.00
31286	MRI SOFTWARE LLC	SVCS	6/27/2023	14.00
31286	MRI SOFTWARE LLC	SVCS	6/27/2023	4.00
31287	MYRA (MN YOUTH READING AWARDS)	MEMBERSHIP	6/27/2023	15.00
31288	NATIONAL TREASURE KUNG FU, INC	YOUTH CLASS	6/27/2023	2,760.00
31289	NATL ASSN OF ELEM SCHOOL PRINCIPALS	NAESP MEMBERSHIP RENEWAL FOR ASSOCIATE PRINCI	6/27/2023	219.00
31290	NIMERFROH, JOAN	ADULT CLASS	6/27/2023	1,281.15
31291	NOKOMIS SHOE SHOP INC	SHOES	6/27/2023	529.90
31292	NOW MICRO	Laptops for ELS	6/27/2023	5,600.00
31293	ON SITE SANITATION	BIFF	6/27/2023	473.00
31293	ON SITE SANITATION	BIFF	6/27/2023	150.00
31293	ON SITE SANITATION	BIFF	6/27/2023	75.00
31294	PAN-O-GOLD BAKING CO	All Schools - Bakery (No HS)	6/27/2023	37.52
31295	PERFORMANCE FOOD GROUP INC	HS Ala Carte & Food Items	6/27/2023	1,137.92
31295	PERFORMANCE FOOD GROUP INC	HS Ala Carte & Food Items	6/27/2023	1,612.83
31295	PERFORMANCE FOOD GROUP INC	HS Ala Carte & Food Items	6/27/2023	705.24
31296	PREMIUM WATERS INC	CMS WATER DELIVERY FOR THE YEAR 2022-23	6/27/2023	13.69
31298	PROFESSIONAL INTERPRETING	SVCS 5/1/23	6/27/2023	146.00
31298	PROFESSIONAL INTERPRETING	SVCS 5/22/23	6/27/2023	160.04
31298	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	154.78
31298	PROFESSIONAL INTERPRETING	SVCS 5/16/23	6/27/2023	154.78
31298	PROFESSIONAL INTERPRETING	SVCS 5/22/23	6/27/2023	157.70
31298	PROFESSIONAL INTERPRETING	SVCS 5/23/23	6/27/2023	158.87
31298	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	158.87
31298	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	162.38
31298	PROFESSIONAL INTERPRETING	SVCS 6/5/23	6/27/2023	146.00
31298	PROFESSIONAL INTERPRETING	SVCS 6/2/23	6/27/2023	162.38
31298	PROFESSIONAL INTERPRETING	SVCS 6/6/23	6/27/2023	160.04
31298	PROFESSIONAL INTERPRETING	SVCS 6/5/23	6/27/2023	175.25
31298	PROFESSIONAL INTERPRETING	SVCS 6/8/23	6/27/2023	162.38
31299	R & J LASERWORKS, LLC	A - AWARDS	6/27/2023	1,102.00
31299	R & J LASERWORKS, LLC	A - AWARDS	6/27/2023	540.00
31300	REDEEMER LUTHERAN CHURCH & SCHOOL	FEB 2023 GUIDANCE	6/27/2023	2,010.00
31300	REDEEMER LUTHERAN CHURCH & SCHOOL	MAY 23 GUIDANCE	6/27/2023	1,809.00
31300	REDEEMER LUTHERAN CHURCH & SCHOOL	NON PUB HEALTH REIMB	6/27/2023	11,270.78
31300	REDEEMER LUTHERAN CHURCH & SCHOOL	DEC 22 GUIDANCE	6/27/2023	2,211.00
31301	RED NOTE BOTANICA LLC	ADULT CLASS	6/27/2023	60.00
31302	REGENTS OF THE UNIV OF MN	CMS SCIENCE EVENT FOR 8TH GRADE STUDENTS	6/27/2023	800.00
31303	REGION 6AA	TKT REV	6/27/2023	3,865.00
31304	RISK ADMINISTRATION SERVICES INC	SVCS	6/27/2023	52,869.10
31304	RISK ADMINISTRATION SERVICES INC	INSTALLMENT #8	6/27/2023	40,246.00
31305	SCHMITT MUSIC CO	5TH GR INSTRUMENT SELECTION - REEDS - APPROVED I	6/27/2023	86.36
31306	SEVERSON, LAUREL	ADULT CLASS	6/27/2023	100.00
31307	SHEEHAN, JAMES	SVCS	6/27/2023	1,100.00
31308	SIGNATURE MECHANICAL	WHS - HVAC	6/27/2023	6,500.00
31309	SLEEPER, LYNDA	ACCOMPANIST	6/27/2023	310.00
31310	SPRAYING SYSTEMS CO	Dist use - Maintenance agreement	6/27/2023	662.13
31311	STEVE WEISS MUSIC INC	WHS DAVE ELMHIRST OPEN PO STEVE WEISS MUSIC	6/27/2023	106.89
31312	ST OLAF COLLEGE	Scholarships	6/27/2023	2,000.00
31313	ST PAUL BEVERAGE SOLUTIONS, LLC	GW - MILK PRODUCTS	6/27/2023	97.19
31313	ST PAUL BEVERAGE SOLUTIONS, LLC	HS - MILK PRODUCTS	6/27/2023	885.55
31313	ST PAUL BEVERAGE SOLUTIONS, LLC	PC - MILK PRODUCTS	6/27/2023	133.00
31313	ST PAUL BEVERAGE SOLUTIONS, LLC	MILK FOR SUMMER FEEDING PROGRAM	6/27/2023	199.76
31313	ST PAUL BEVERAGE SOLUTIONS, LLC	MILK FOR SUMMER FEEDING PROGRAM	6/27/2023	253.30
31314	SWANSON MEATS INC	FARM TO SCHOOL GROUND BEEF	6/27/2023	20,945.75
31315	THREE RIVERS PARK DISTRICT	WK BV ON SITE 7/19/23	6/27/2023	769.50
31315	THREE RIVERS PARK DISTRICT	RES# 201338	6/27/2023	175.00
31316	TRANSPORTATION PLUS INC	TRANS	6/27/2023	5,640.00
31316	TRANSPORTATION PLUS INC	A - TRANS	6/27/2023	228.00
31317	UNIVERSITY OF MN	Scholarships	6/27/2023	2,000.00
31320	UPPER LAKE FOODS	NW - PRIME VENDOR	6/27/2023	4,348.84
31320	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	8,742.30
31320	UPPER LAKE FOODS	KL - PRIME VENDOR	6/27/2023	2,780.55
31320	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	7,668.47
31320	UPPER LAKE FOODS	KL - PRIME VENDOR	6/27/2023	68.24
31320	UPPER LAKE FOODS	OW - PRIME VENDOR	6/27/2023	5,237.41
31320	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	5,139.64
31320	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	2,030.16
31320	UPPER LAKE FOODS	HB - Oakwood	6/27/2023	109.55
31320	UPPER LAKE FOODS	HB - North Woods	6/27/2023	2,171.21
31320	UPPER LAKE FOODS	HS - PRIME VENDOR	6/27/2023	1,112.59
31320	UPPER LAKE FOODS	food vendor for summer feeding june 2023	6/27/2023	5,560.84

Check No.	Vendor	Description	Date	Amount
31320	UPPER LAKE FOODS	food vendor for summer feeding june 2023	6/27/2023	8,387.78
31321	VISION SERVICE PLAN INS CO	APRIL 2023 ACTIVE	6/27/2023	5,018.74
31321	VISION SERVICE PLAN INS CO	FEB 2023 ACTIVE	6/27/2023	5,003.03
31321	VISION SERVICE PLAN INS CO	MARCH 2023 ACTIVE	6/27/2023	5,013.49
31321	VISION SERVICE PLAN INS CO	MAY 2023 COBRA/RETIREE	6/27/2023	153.29
31322	VISTAR	HS Ala Carte & Food Items	6/27/2023	276.06
31323	WHITE, DANTE	STATE MEET	6/27/2023	112.30
31324	WILDLIFE SCIENCE CTR	WHS VISIT 4/19/23	6/27/2023	450.00
31325	WRITE BULB	SUPPLIES	6/27/2023	1,800.00
31327	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	8.00
31327	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	(8.00)
31327	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	(8.00)
31327	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	8.00
31327	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	9,879.03
31327	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	3.00
31327	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	9,894.26
31327	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	3.00
31328	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	3,953.79
31328	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	3,924.25
31328	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	(6.31)
31328	LIFE INSURANCE CO OF NORTH AMERICA	Payroll accrual	6/28/2023	6.31
31329	SCHOOL SERVICE EMPLOYEES	Payroll accrual	6/28/2023	5,974.62
31329	SCHOOL SERVICE EMPLOYEES	Payroll accrual	6/28/2023	2,577.56
31329	SCHOOL SERVICE EMPLOYEES	Payroll accrual	6/28/2023	1,384.95
31329	SCHOOL SERVICE EMPLOYEES	Payroll accrual	6/28/2023	737.50
31329	SCHOOL SERVICE EMPLOYEES	Payroll accrual	6/28/2023	1,309.34
31330	SCHOOL SERVICE EMPLOYEES	Payroll accrual	6/28/2023	525.70
31331	ARMSTRONG, PER REP, SUSAN		6/29/2023	6,496.07
31331	ARMSTRONG, PER REP, SUSAN		6/29/2023	(6,496.07)
31332	INTERMEDIATE DIST 287	INTERMEDIATE DIST 287	6/29/2023	127,161.35
31332	INTERMEDIATE DIST 287	INTERMEDIATE DIST 287	6/29/2023	(127,161.35)
31333	LIFE INSURANCE CO OF NORTH AMERICA		6/29/2023	59.18
31333	LIFE INSURANCE CO OF NORTH AMERICA		6/29/2023	(59.18)
31334	ARMSTRONG, PER REP, SUSAN		6/29/2023	6,496.07
31335	INTERMEDIATE DIST 287	INTERMEDIATE DIST 287	6/29/2023	127,161.35
31336	LIFE INSURANCE CO OF NORTH AMERICA		6/29/2023	59.18
713364	LOGIC MONITOR	Renewal of annual monitoring	6/14/2023	(44,640.00)
713401	CAROLINA BIOLOGICAL SUPPLY CO	WHS DAVE BRATTAIN MARINE BIOLOGY SUPPLIES	6/1/2023	204.32
713402	COMMERCIAL KITCHEN SERVICES	WHS - Equipment Repairs	6/1/2023	4,135.00
713403	DISCOUNT SCHOOL SUPPLY	WK SUPPLIES: OW 2022-23 SUPPLIES	6/1/2023	572.07
713404	ECM PUBLISHERS, INC	SVCS	6/1/2023	346.40
713405	MOTG (MN OFFICE TECHNOLOGY GRP)	STAPLES	6/1/2023	213.00
713406	PROJECT LEAD THE WAY, INC	SVCS	6/1/2023	5,400.00
713407	SCHOOL HEALTH CORP	WK SUPPLIES: ALL SITES HEALTH	6/1/2023	294.44
713408	STAPLES BUSINESS ADVANTAGE	office	6/1/2023	94.72
713408	STAPLES BUSINESS ADVANTAGE	WHS LYNETTE PULVERMACHER COPY ROOM SUPPLIES	6/1/2023	268.77
713408	STAPLES BUSINESS ADVANTAGE	WHS MONICA VLACH WORLD LANGUAGE SUPPLIES 4 T	6/1/2023	77.46
713409	TRIO SUPPLY CO	CSF - PAPER SUPPLIES	6/1/2023	2,638.90
713409	TRIO SUPPLY CO	HS - PAPER SUPPLIES	6/1/2023	2,704.95
713410	ANCOM COMMUNICATIONS	DIST RADIO BATT	6/8/2023	919.00
713411	BSN SPORTS	A - CHEER BAGS	6/8/2023	637.72
713412	ECOLAB PEST ELIMINATION DIV	SVCS CSF	6/8/2023	241.00
713412	ECOLAB PEST ELIMINATION DIV	SVCS OW	6/8/2023	139.03
713412	ECOLAB PEST ELIMINATION DIV	SVCS WMS	6/8/2023	137.87
713412	ECOLAB PEST ELIMINATION DIV	SVCS CRK	6/8/2023	145.35
713412	ECOLAB PEST ELIMINATION DIV	SVCS WHS	6/8/2023	288.61
713413	FERGUSON ENTERPRISES, INC #1657	GW CONS STAND	6/8/2023	812.22
713414	FLINN SCIENTIFIC, INC.	WHS JODI GRACK CHEMISTRY SUPPLIES	6/8/2023	328.86
713414	FLINN SCIENTIFIC, INC.	WHS JODI GRACK CHEMISTRY LAB SUPPLIES	6/8/2023	278.80
713415	GOPHER SPORT	CE YOUTH: ARCHERY SUPPLIES	6/8/2023	176.18
713416	HILLYARD INC MINNEAPOLIS	CSF - CREDIT MEMO	6/8/2023	(88.08)
713416	HILLYARD INC MINNEAPOLIS	HS - CUSTODIAL SUPPLIES	6/8/2023	4,466.94
713416	HILLYARD INC MINNEAPOLIS	CSF - CUSTODIAL SUPPLIES	6/8/2023	9,563.29
713417	HORIZON COMMERCIAL POOL SUPPLY	WMS POOL	6/8/2023	553.00
713418	INSTITUTE FOR ENVIRONMENTAL ASSESSMENT	SVCS	6/8/2023	8,683.44
713418	INSTITUTE FOR ENVIRONMENTAL ASSESSMENT	SVCS	6/8/2023	858.62
713419	IRON MOUNTAIN	4/1-4/30/23	6/8/2023	1,655.60
713419	IRON MOUNTAIN	4/1-4/30/23	6/9/2023	(1,655.60)
713420	LAKESHORE LEARNING MATERIALS	WK SUPPLIES: OW 2022-23	6/8/2023	774.21
713420	LAKESHORE LEARNING MATERIALS	WK SUPPLIES: OW 2022-23	6/8/2023	737.80
713420	LAKESHORE LEARNING MATERIALS	WK SUPPLIES: OW 2022-23 SUPPLIES	6/8/2023	492.64
713421	MCKESSON MEDICAL-SURGICAL GOVERNMENT SOI	BLAKE SCHOOL NON PUB HEALTH	6/8/2023	387.79
713421	MCKESSON MEDICAL-SURGICAL GOVERNMENT SOI	BLAKE SCH NON PUN HEALTH	6/8/2023	22.36
713422	MOTG (MN OFFICE TECHNOLOGY GRP)	STAPLES	6/8/2023	213.00
713422	MOTG (MN OFFICE TECHNOLOGY GRP)	STAPLES	6/8/2023	213.00
713422	MOTG (MN OFFICE TECHNOLOGY GRP)	STAPLES	6/8/2023	213.00
713423	PEPPER & SON INC., J. W.	CMS CHOIR CLASSROOM SUPPLIES	6/8/2023	26.98

Check No.	Vendor	Description	Date	Amount
713424	PRO-TEC DESIGN	OW DOOR REPAIR	6/8/2023	355.04
713425	RELATE COUNSELING CTR	MENTAL HEALTH SERVICES LCTS GRANT AWARD	6/8/2023	7,083.00
713426	SCHMITT MUSIC CO	CLASS SUPPLIES	6/8/2023	23.85
713426	SCHMITT MUSIC CO	INST REP	6/8/2023	80.00
713426	SCHMITT MUSIC CO	INST REP	6/8/2023	40.00
713427	SCHOOL SPECIALTY, LLC	PE class supplies	6/8/2023	154.53
713428	SHIFFLER EQUIPMENT SALES, INC	CMS - Chair glides	6/8/2023	687.00
713429	SHRED-N-GO	Shredding service, 2 consoles. 12 months at \$37 per month.	6/8/2023	35.00
713429	SHRED-N-GO	DAB SHREDDING SERVICE	6/8/2023	70.00
713429	SHRED-N-GO	Shredding service, 2 consoles. 12 months at \$37 per month.	6/8/2023	35.00
713430	SITE ONE LANDSCAPE SUPPLY LLC	WHS IRRGTN	6/8/2023	627.15
713431	SOLUTION TREE	JULIE SCHNEIDER - 4 EACH - LITERACY IN A PLC @ WORI	6/8/2023	177.80
713434	STAPLES BUSINESS ADVANTAGE	Cardstock for the office, tape dispensers EMS	6/8/2023	204.00
713434	STAPLES BUSINESS ADVANTAGE	TEST OUT - ALLAN CHRISTOPHERSON MATERIALS/SUPP	6/8/2023	72.90
713434	STAPLES BUSINESS ADVANTAGE	SUM 2023 WK: NW Summer Supplies	6/8/2023	117.85
713434	STAPLES BUSINESS ADVANTAGE	SUM 2023 WK: MR	6/8/2023	372.73
713434	STAPLES BUSINESS ADVANTAGE	PD Supplies	6/8/2023	357.15
713434	STAPLES BUSINESS ADVANTAGE	PD Supplies	6/8/2023	63.28
713434	STAPLES BUSINESS ADVANTAGE	CLASSROOM ELECTRIC PENCIL SHARPENERS - PTO TO F	6/8/2023	848.12
713434	STAPLES BUSINESS ADVANTAGE	PC CONSTRUCTION PAPER REFILL	6/8/2023	76.37
713434	STAPLES BUSINESS ADVANTAGE	REPLENISH SUPPLIES	6/8/2023	167.54
713434	STAPLES BUSINESS ADVANTAGE	BINDING PLASTIC COMBS	6/8/2023	11.22
713434	STAPLES BUSINESS ADVANTAGE	EMS OFFICE	6/8/2023	145.75
713435	TRIO SUPPLY CO	CSF - PAPER SUPPLIES	6/8/2023	2,738.92
713436	TWIN CITY GARAGE DOOR CO	MR REPAIR	6/8/2023	190.00
713438	ULINE SHIPPING SUPPLY	CREDIT MEMO	6/8/2023	(264.00)
713438	ULINE SHIPPING SUPPLY	Food Service Supplies	6/8/2023	167.34
713438	ULINE SHIPPING SUPPLY	SP SVCS BOXES	6/8/2023	147.53
713438	ULINE SHIPPING SUPPLY	DIST USE	6/8/2023	186.28
713438	ULINE SHIPPING SUPPLY	DIST USE	6/8/2023	870.87
713438	ULINE SHIPPING SUPPLY	CSF SHOP SUP	6/8/2023	428.48
713438	ULINE SHIPPING SUPPLY	WK MOVING SUP	6/8/2023	95.31
713438	ULINE SHIPPING SUPPLY	BOXES FOR TEACHER STORAGE - APPROVED BY DANA	6/8/2023	419.78
713438	ULINE SHIPPING SUPPLY	DIST USE	6/8/2023	95.36
713439	US GAMES	gym equipment	6/8/2023	481.72
713440	VIKING ELECTRIC SUPPLY, INC	CSF STOCK	6/8/2023	105.06
713440	VIKING ELECTRIC SUPPLY, INC	CRKSID	6/8/2023	256.44
713441	XEROX CORPORATION	NW XEROX 5335 COPIER BLANKET	6/8/2023	134.42
713441	XEROX CORPORATION	ESC COPIER BLANKET	6/8/2023	527.85
713442	BIO-RAD LABORATORIES-LIFE SCI GROUP	WHS AMANDA LADEN AP BIO SUPPLIES	6/15/2023	1,196.06
713443	ECM PUBLISHERS, INC	SVCS	6/15/2023	307.20
713444	GOPHER SPORT	PE class supplies	6/15/2023	179.90
713445	INSPEC, INC.	SH - Playground Improvement	6/15/2023	1,065.00
713445	INSPEC, INC.	GL/DAB - Pavement Rehab	6/15/2023	8,000.00
713446	JOSTENS, INC	YRBKS	6/15/2023	1,986.77
713447	LAKESHORE LEARNING MATERIALS	WK SUPPLIES: MR Supplies	6/15/2023	2,220.15
713447	LAKESHORE LEARNING MATERIALS	Bobcat Pride Team Items	6/15/2023	99.72
713448	LOFFLER COMPANIES INC	CONT	6/15/2023	1,364.80
713448	LOFFLER COMPANIES INC	WHS COPY CENTER IONS SOFTWARE	6/15/2023	670.00
713449	MACKIN EDUCATIONAL RESOURCES	BOOKS	6/15/2023	424.56
713450	MARKERBOARD PEOPLE, THE	CMS 6TH GRADE MATH CLASSROOM SUPPLIES BLUE TE	6/15/2023	480.00
713451	MOTG (MN OFFICE TECHNOLOGY GRP)	SVCS 3/18-4/17/23	6/15/2023	3,567.66
713452	PEPPER & SON INC., J. W.	EMS CHOIR BLANKET PO	6/15/2023	318.96
713452	PEPPER & SON INC., J. W.	EMS CHOIR BLANKET PO	6/15/2023	75.00
713453	PITSCO, INC	WHS BILL WAITE ENGINEERING SUPPLIES	6/15/2023	872.10
713454	REALLY GOOD STUFF	1st Gr. Replacement Order	6/15/2023	51.28
713455	RELATE COUNSELING CTR	PWV EVENTS	6/15/2023	780.00
713456	SCHOOL HEALTH CORP	HEALTH SERVICES OW / EMS	6/15/2023	312.01
713457	SCHOOL SPECIALTY, LLC	READING INTERVENTIONB BOOKS	6/15/2023	1,496.94
713458	SHRED-N-GO	CMS SHREDDING NEEDS 2022-23	6/15/2023	35.00
713458	SHRED-N-GO	ESC SHREDDING SERVICES 2022-2023	6/15/2023	35.00
713458	SHRED-N-GO	WC SHREDDING SERVICE	6/15/2023	35.00
713459	SITE ONE LANDSCAPE SUPPLY LLC	Dist use - Grounds Supplies	6/15/2023	2,685.54
713459	SITE ONE LANDSCAPE SUPPLY LLC	Dist use - Grounds Supplies	6/15/2023	75.52
713463	STAPLES BUSINESS ADVANTAGE	CSF - Office supplies	6/15/2023	140.26
713463	STAPLES BUSINESS ADVANTAGE	SUM 2023 WK: NW summer supplies week 1	6/15/2023	372.73
713463	STAPLES BUSINESS ADVANTAGE	SUM 2023 WK: NW summer supplies week 1	6/15/2023	10.98
713463	STAPLES BUSINESS ADVANTAGE	SUM 2023 WK: NW summer supplies week 1	6/15/2023	(10.98)
713463	STAPLES BUSINESS ADVANTAGE	SUM 2023 WK: MR - Wk 2	6/15/2023	79.25
713463	STAPLES BUSINESS ADVANTAGE	WHS LYNETTE PULVERMACHER COPY ROOM SUPPLIES	6/15/2023	93.40
713463	STAPLES BUSINESS ADVANTAGE	PC TAPE REFILLS	6/15/2023	90.05
713463	STAPLES BUSINESS ADVANTAGE	CAMP EXPLORE SUPPLY ORDER 1	6/15/2023	131.97
713463	STAPLES BUSINESS ADVANTAGE	SUM 2023 WK: ALL SITES	6/15/2023	44.20
713463	STAPLES BUSINESS ADVANTAGE	EMS SPANISH AND OFFICE	6/15/2023	84.34
713463	STAPLES BUSINESS ADVANTAGE	NW summer supplies - wk 3	6/15/2023	37.59
713463	STAPLES BUSINESS ADVANTAGE	WK SUPPLIES: OW 2022-23 SUPPLIES	6/15/2023	92.43
713463	STAPLES BUSINESS ADVANTAGE	GW WK SUPPLIES 2023	6/15/2023	417.17

Check No.	Vendor	Description	Date	Amount
713463	STAPLES BUSINESS ADVANTAGE	WK SUPPLIES: OW 2022-23	6/15/2023	246.38
713463	STAPLES BUSINESS ADVANTAGE	OW - ZIP TIES FOR CABINETS	6/15/2023	27.59
713463	STAPLES BUSINESS ADVANTAGE	CMS 8 GOLD MATH CLASSROOM SUPPLIES	6/15/2023	43.45
713463	STAPLES BUSINESS ADVANTAGE	WHS DAVE ELMHIRST MARCHING BAND SUPPLIES	6/15/2023	149.66
713463	STAPLES BUSINESS ADVANTAGE	PC 1/2 INCH BINDING COMBS	6/15/2023	44.88
713463	STAPLES BUSINESS ADVANTAGE	ENRICHMENT - ANGELA HENRY - NW - APPROVED BY AI	6/15/2023	78.61
713464	STEP SAVER INC	WHS - Salt	6/15/2023	894.60
713465	TEACHER'S DISCOVERY	EMS SPANISH	6/15/2023	174.97
713466	TRIO SUPPLY CO	HS - PAPER SUPPLIES	6/15/2023	2,333.37
713466	TRIO SUPPLY CO	HS - PAPER SUPPLIES	6/15/2023	1,766.42
713466	TRIO SUPPLY CO	CSF - PAPER SUPPLIES	6/15/2023	1,438.33
713467	ALLEGRA PRINT & IMAGING	CMS BINOY DEPOSIT ENVELOPES	6/22/2023	233.94
713468	BSN SPORTS	A - BASEBALL UNIFORM	6/22/2023	455.80
713468	BSN SPORTS	G TENNIS UNI	6/22/2023	493.06
713468	BSN SPORTS	A - BASEBALL UNIFORM	6/22/2023	983.32
713469	DISCOUNT SCHOOL SUPPLY	PD PreK Summer Supplies	6/22/2023	34.45
713470	GOPHER SPORT	PE class supplies	6/22/2023	279.80
713471	INNOVATIVE OFFICE SOLUTIONS	NW BOOK ORGANIZERS	6/22/2023	1,486.30
713472	JOSTENS, INC	LETTER PINS	6/22/2023	180.95
713473	LAKESHORE LEARNING MATERIALS	WK SUPPLIES: OW 2022-23 JUNE SUPPLIES	6/22/2023	142.67
713473	LAKESHORE LEARNING MATERIALS	WK SUPPLIES: OW 2022-23	6/22/2023	782.78
713474	MACKIN EDUCATIONAL RESOURCES	AUDIO BOOKS	6/22/2023	643.47
713475	PEPPER & SON INC., J. W.	CMS BAND CLASSROOM SUPPLIES	6/22/2023	67.99
713476	STAPLES BUSINESS ADVANTAGE	beginning of year necessities	6/22/2023	246.81
713476	STAPLES BUSINESS ADVANTAGE	WHS LYNETTE PULVERMACHER COPY ROOM SUPPLIES	6/22/2023	389.34
713476	STAPLES BUSINESS ADVANTAGE	WHS LYNETTE PULVERMACHER COPY ROOM SUPPLIES	6/22/2023	441.84
713476	STAPLES BUSINESS ADVANTAGE	EMS ORCHESTRA	6/22/2023	86.38
713476	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	6/22/2023	103.03
713477	TRIO SUPPLY CO	CSF - PAPER SUPPLIES	6/22/2023	83.20
713477	TRIO SUPPLY CO	HS - PAPER SUPPLIES	6/22/2023	(348.40)
713477	TRIO SUPPLY CO	HS - PAPER SUPPLIES	6/22/2023	2,333.37
713478	WEST MUSIC CO	MISCELLANEOUS MUSIC ITEMS	6/22/2023	178.62
713478	WEST MUSIC CO	MUSIC - GASPAR	6/22/2023	273.13
713481	XEROX CORPORATION	WHS MEDIA COPIER LEASE/USAGE BLANKET	6/22/2023	257.84
713481	XEROX CORPORATION	NW XEROX D110 COPIER BLANKET	6/22/2023	2,105.49
713481	XEROX CORPORATION	WT C405DN COPIER BLANKET	6/22/2023	73.65
713481	XEROX CORPORATION	CSF COPIER LEASE & MAINTENANCE	6/22/2023	167.18
713481	XEROX CORPORATION	CSF COPIER LEASE & MAINTENANCE	6/22/2023	(118.79)
713481	XEROX CORPORATION	CSF COPIER LEASE & MAINTENANCE	6/22/2023	56.55
713481	XEROX CORPORATION	MR 9110 COPIER LEASE & MAINTENANCE	6/22/2023	1,046.27
713481	XEROX CORPORATION	MR 7035 COPIER LEASE & MAINTENANCE BLANKET	6/22/2023	203.12
222301236	BECK, MARIE	REIMBURSEMENT	6/1/2023	13.23
222301237	BERG, CARRIE	REIMBURSEMENT	6/1/2023	168.79
222301238	BOZOIAN, MAKAYLA	REIMBURSEMENT	6/1/2023	47.16
222301239	BRAR, ABHI	REIMBURSEMENT	6/1/2023	216.15
222301240	BRINDISE, MICHAEL	REIMBURSEMENT	6/1/2023	67.01
222301241	CARLSON, CARRIE	REIMBURSEMENT	6/1/2023	83.45
222301242	ELLINGSON, JOEL	REIMBURSEMENT	6/1/2023	148.77
222301243	GROSS, KALIE	REIMBURSEMENT	6/1/2023	127.46
222301244	HANSON, LAURA	REIMBURSEMENT	6/1/2023	169.99
222301245	HESS, CODY	REIMBURSEMENT	6/1/2023	113.58
222301246	HOOVER, JUDITH	REIMBURSEMENT	6/1/2023	145.00
222301247	HOUGH, DEBORAH	REIMBURSEMENT	6/1/2023	97.00
222301248	HUYNH, MAI	REIMBURSEMENT	6/1/2023	134.12
222301249	JONES, KEENAN	REIMBURSEMENT	6/1/2023	216.15
222301249	JONES, KEENAN	REIMBURSEMENT	6/1/2023	57.20
222301250	KITTELSON, REBECCA	REIMBURSEMENT	6/1/2023	148.45
222301251	LAROCHE, COURTNEY	REIMBURSEMENT	6/1/2023	30.00
222301251	LAROCHE, COURTNEY	REIMBURSEMENT	6/1/2023	216.15
222301252	LAZZARA, ALLISON	REIMBURSEMENT	6/1/2023	85.02
222301253	LEPHART, GRACE	REIMBURSEMENT	6/1/2023	124.74
222301253	LEPHART, GRACE	REIMBURSEMENT	6/1/2023	16.31
222301254	LICCIARDI, JOHN	REIMBURSEMENT	6/1/2023	116.85
222301255	LINDQUIST, LAURIE	REIMBURSEMENT	6/1/2023	21.09
222301256	MCILMOYLE, JENNIFER	REIMBURSEMENT	6/1/2023	39.96
222301257	MENK, JULIE	REIMBURSEMENT	6/1/2023	28.82
222301258	PADJEN, AMANDA	REIMBURSEMENT	6/1/2023	40.41
222301259	PASHINA, KEN	REIMBURSEMENT	6/1/2023	181.30
222301260	ROBERTSON, ELIZABETH	REIMBURSEMENT	6/1/2023	10.48
222301261	RODEKUHR, JOSEPH	REIMBURSEMENT	6/1/2023	186.68
222301261	RODEKUHR, JOSEPH	REIMBURSEMENT	6/1/2023	140.17
222301261	RODEKUHR, JOSEPH	REIMBURSEMENT	6/1/2023	236.46

# 2022-23 School Year Wire, EFT, & ACH Activity

For the Month Ended May 31, 2023



Excellence. For each and every student.

From	To	Description	Date	Amount
US Bank - Checking	US Bank - Payroll	District Payroll	Multiple	\$ 6,683,491.40
US Bank - Checking	Internal Revenue Service	Federal Payroll Taxes	5/1/2023	1,038,686.12
US Bank - Checking	Internal Revenue Service	Federal Payroll Taxes	5/16/2023	1,107,914.43
US Bank - Checking	Minnesota Department of Revenue	State Payroll Taxes	5/1/2023	176,275.01
US Bank - Checking	Minnesota Department of Revenue	State Payroll Taxes	5/16/2023	187,060.23
US Bank - Checking	Delta Dental	Dental Claims	Multiple	116,108.00
US Bank - Checking	Preferred One	Health Claims	Multiple	1,666,045.32
US Bank - Checking	Wells Fargo Commercial Card	Purchase Card Program	5/4/2023	86,638.09
US Bank - Checking	Further	Flex Benefits	Multiple	235,819.65
US Bank - Checking	Preferred One	Broker/Reinsurance Fees	5/11/2023	130,562.77
US Bank - Checking	Payroll Vendors (TRA, EBC, MSRS, etc.)	Electronic Payments	Multiple	1,664,316.13
US Bank - Checking	District Employees	Expense Reimbursements	Multiple	21,748.29
US Bank - Checking	Commerce Bank	Electronic Accounts Payable	Multiple	201,888.11
US Bank - Checking	Minnesota Department of Revenue	Sales & Use Tax Payment	5/18/2023	625.00
US Bank - Checking	Edutrack, Alerus, Eleyo, RevTrack	Electronic Payment Fees	Multiple	30,451.85
US Bank - Checking	Minnesota School District Liquid Asset Fund	Service Fee	5/12/2023	435.95
<b>Total Wires, EFTs, and ACHs</b>				<b>\$ 13,354,192.29</b>



**BOARD OF EDUCATION**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** DeeDee Kahring, Executive Director, Finance and Operations

**Authorization of Issuance of Individual Procurement Card (P-Card)**

The administration recommends the issuance of a procurement card to the following employees:

- Jesse Lundquist, Administrative Professional, Birchview Elementary School

**Recommended Action:** Approve and authorize the issuance of an individual procurement card (P-Card) to the employees listed above.



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Approval of Agenda and Consent Agenda Items

**ITEM:** Human Resource Recommendations

**COMMENTS BY:** Stacie Vos, Executive Director of Human Resource Services

Attached are the recommendations regarding personnel actions including: employment, separations and leaves of absence.

**Recommended Action:** Approve the Human Resource actions as recommended in the attachment.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_ **41** \_\_\_\_\_

**HUMAN RESOURCES RECOMMENDATIONS - Consent Agenda - July 10, 2023**

**EMPLOYMENT**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Start Date</b>
Juliana Kvam	Custodian	Kimberly Lane	6/27/2023
Payton Dane	Paraprofessional	Community Ed	6/30/2023
Natalie Hanson	Teacher - Psychologist	District	8/24/2023
Leah Heck	Teacher - Language Arts	Central Middle	8/24/2023
Ari Hoptman	Teacher - German	High School	8/24/2023
Keela Kuhlers	Teacher - Counselor	Greenwood	8/24/2023
Allison Moldan	Teacher - Counselor	Meadow Ridge	8/24/2023
Rebecca Klevie	Teacher - Special Education	High School	8/24/2023
Ashlee Melin	Teacher - Special Education	Birchview/Sunset Hill	8/24/2023
Ellen Rashke	Teacher - Grade 2	Plymouth Creek	8/24/2023
Rose Laure Thomason	Teacher - Counselor	Central Middle	8/24/2023
Yvette Zeece	Teacher - Special Education	High School	8/24/2023
Jenny Chaplin	Teacher- Nurse	High School	8/24/2023

**CONTRACT MODIFICATION**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Modification</b>	<b>Date</b>
Tyler Catania	Paraprofessional	North Woods	Contract Ended	6/8/2023
Joe Fast	Paraprofessional	High School	Contract Ended	6/8/2023
Lindsey Stark	Teacher - English	High School	1.0 FTE to .833 FTE	8/24/2023

**LEAVE OF ABSENCE**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Leave Date</b>
Andrea Cochran	Kindergarten Teacher	Birchview	9/5/23 - 12/15/23

**RESIGNATION**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Resign Date</b>
Sara Klosterboer	SpEd Teacher	High School	6/13/2023
Brian Bransdmeier	SpEd Teacher	Central Middle	6/13/2023
Sharifa Nazneen	Paraprofessional	Early Learning School	6/26/2023
Jennifer Nevers	Paraprofessional	Central Middle	6/9/2023

Alana Meiresonne	Paraprofessional	Gleason Lake	6/8/2023
Drew Larsen	Teacher - 6th Grade	Central Middle	6/12/2023
Esther Hutchinson	Teacher - Social Studies	High School	6/12/2023
Catherine Franke	Wayzata Kids	Kimberly Lane	6/8/2023
Mitchell Rashada	Custodian	Central Middle	6/23/2023
Brian Maharaj	Custodian	North Woods	6/20/2023
Ellen Junko Sandoval	Teacher - Mathematics	West Middle	6/12/2023
Christopher Knudson	Paraprofessional	Birchview	6/26/2023
Ann Rushfeldt	Paraprofessional	Gleason Lake	6/27/2023
Zakary Schay	PE/Health Teacher	High School	6/12/2023

**RETIREMENT**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Retirement Date</b>
Rebecca McGrath	Wayzata Café	Central Middle	6/8/2023
Maureen Chidester	Paraprofessional	Plymouth Creek	12/21/2023

**EXTRA ASSIGNMENTS**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Assignment</b>	<b>Date</b>
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**Board of Education**  
Regular Meeting –July 10, 2023

**AGENDA SECTION:** Approval of Agenda and Consent Agenda

**ITEM:** University Agreements

**COMMENTS BY:** Stacie Vos, Executive Director of Human Resource Services

**1. University Agreements for Student Teaching/Internship Placement**

It is recommended that the Board approve the following agreements, supporting the placement of Student Teachers/Clinical Experience Students from the identified universities during the established time period:

- Capella University
- Walden University

Human Resource Services

Stacie Vos, Executive Director of Human Resource Services

**Recommended Action:** Approve the 2022-2023 University Student Teaching/Internship Agreements as recommended.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_ 44 \_\_\_\_\_



## SITE-BASED LEARNING AFFILIATION AGREEMENT

### I. Parties to the Site-Based Learning Training Agreement:

This agreement (the “Agreement”), date 6/15/2023 is made between: Capella University (“Capella”), located at 225 South 6<sup>th</sup> Street, 9<sup>th</sup> floor, Minneapolis, MN 55402 and **Wayzata Public Schools** (the “Site”) with its primary location of business at 210 County Rd 101 N PO Box 660, Wayzata, MN 55391 for the purpose of establishing guidelines for the cooperative provision of internship and practicum experiences at Site for learners enrolled in certain degree programs at Capella, which may include: Counseling, Education, Health Administration, Human Resources, Nursing, Psychology, Public Health, and Social Work.

### II. Definitions

- A. “Faculty Liaison” is the Capella faculty member supporting the learner(s) in his or her coursework and provides remote supervision of the learner(s). The Faculty Liaison also is the liaison with the Site Supervisor and Site related to the SBL.
- B. “SBL Coordinator” is the Capella employee who facilitates communication between Capella, learners, the Site, and Site Supervisor during the SBL application review and approval process.
- C. “Site Supervisor” is the Site employee who provides direct supervision of the learner(s). The Site Supervisor has the required credentials or licensure, supervision experience and training, time and commitment to train learners pursuant to this Agreement.
- D. “Site-Based Learning” or “SBL” consists of defined activities required for completion of a Capella degree program and may include practicum and/or internship. This experience gives learners the opportunity to practice skills and utilize the competencies necessary for degree completion.

### III. Term and Termination:

This Agreement shall be effective from 6/15/2023 through 6/15/2024. This Agreement shall automatically renew for additional one (1) year terms. Either party may terminate this Agreement at any time upon sixty (60) days’ notice.

### IV. The Parties Mutually Acknowledge and Agree:

- A. To exchange all information needed for review and approval of the learner outcomes, professional activities, experiences to be included, and professional materials to be utilized in the SBL.
- B. The learners will provide professional services (appropriate to their program of study) under the supervision of the Site Supervisor at the Site for a prescribed number of hours per week as part of the SBL.
- C. The Site may terminate a learner SBL at the Site for cause, including for a learner’s violation of Site’s rules of professional conduct.
- D. The learners shall not, at any time, be considered employees of the Site or Capella.

**V. Capella agrees:**

- A. To assign a SBL Coordinator and Faculty Liaison.
- B. To prepare learners for SBL by means of coursework designed to familiarize them with methods and protocol for the SBL, including a SBL course concurrent with the SBL at Site.
- C. To provide the Site Supervisor with Capella's SBL orientation materials, which may include, SBL program information, evaluation forms required to monitor and assess the performance of a learner, and the Faculty Liaison's contact information.
- D. To have the SBL Coordinator maintain contact with the Site Supervisor and Faculty Liaison should any changes be anticipated in relation to this Agreement, or should any disagreements arise between learners and the Site Supervisor (acknowledging that the Site Supervisor has primary authority for all activities of the learners at the Site).
- E. To provide general liability insurance in the amounts of \$1,000,000 incidental and \$2,000,000 aggregate levels covering the Faculty Liaison and learners.

**VI. The Site agrees:**

- A. To provide a copy of the Site Supervisor's resume or curriculum vitae showing relevant experience and a copy of the Site Supervisor's current and active professional license/credential to Capella.
- B. To provide opportunities for learners to engage in a variety of appropriate training activities under supervision of the Site Supervisor to meet Capella's program requirements and sufficient to evaluate a learner's performance in required knowledge and skills areas.
- C. To provide learners with adequate workspace, telephone, office supplies, and staff to conduct professional activities appropriate to the SBL placement.
- D. To provide learners with information about all safety and emergency policies and practices at the Site.
- E. To provide weekly face-to-face supervisory contact to meet the minimum number of required supervision hours for each quarter, which includes examination of the learners work via the use of either direct observation, audio/video take, review of case records, or collaborative service delivery (e.g., co-therapy).
- F. To approve a learners submitted SBL hours on a regular basis.
- G. To complete and submit written evaluation of learners on the quarterly forms provided to the Site by Capella within the stated deadlines.
- H. To have the Site Supervisor maintain regular contact with the Faculty Liaison, to consist of at least electronic contact at the beginning, middle, and end of the SBL.
- I. To respond to the Faculty Liaison's emails and/or phone calls in a timely manner in order to consult about the learner's progress during the quarter.
- J. To notify the Faculty Liaison promptly when there are any concerns about a learner's performance at the Site.

- K. To notify the Faculty Liaison immediately if there are any changes to a learner's SBL, including dates of placement, hours, activities, supervision, etc.
- L. For learners in Counseling programs only, to provide Counseling learners with the opportunity to use audio or videotapes of his/her counseling sessions in supervision meetings at the Site during each quarter, and if taping at the Site is prohibited, live supervision of a learner's counseling sessions will be provided during each quarter.

**VII. Capella will require learners:**

- A. To notify the Faculty Liaison if any changes are made to a learner's SBL, including dates of placement, hours, activities, and on-site supervision.
- B. To follow all relevant policies, procedures, rules, and standards of the Site.
- C. To abide by all rules and regulations in the state in which they are completing SBL.
- D. To be familiar with and uphold the relevant professional ethical guidelines governing all SBL activities.
- E. To participate fully in the SBL course and weekly supervision meetings throughout each quarter.
- F. To submit SBL hours for approval on a weekly basis, or as otherwise required by the learner's program.
- G. To complete and submit all required forms and documents correctly during the quarter by the expected deadlines.
- H. To notify the Faculty Liaison and the Site Supervisor about any changes to the learner's availability at the Site that are different from the work schedule that has been arranged with the Site, or any relevant impairment of competence to perform as expected during SBL, whether the impairment arises from physical, psychological, or other causes.
- I. To notify the Faculty Liaison when an absence of more than 5 days has occurred at the Site.
- J. To notify the Faculty Liaison when on-site supervision is not provided during any week of the quarter.
- K. To participate in additional training and/or education offered or required by the Site, which are required for fulfilling SBL duties, and to be responsible to obtain such additional training and/or education, as deemed necessary by the Site Supervisor and/or Faculty Liaison in order to conduct activities required at the Site in a successful manner.
- L. To represent oneself as a Capella learner at all times during the SBL placement.
- M. To complete all screening procedures, trainings, and checks required by the Site through a third party vendor, which may include: criminal background check, fingerprinting, physical exam, immunizations, or drug testing.
- N. For Doctoral Nursing learners only, to submit his or her project to the Capella IRB and any required institutional committees prior to gathering data or initiating the capstone project at the Site.
- O. For Nursing learners only, to hold a current, unrestricted registered nurse's license in order to participate in SBL, and, if for any reason the status of the registered nurse's license changes, to notify the Faculty Liaison and Site Supervisor immediately.

**VIII. Professional Liability Insurance**

A. Professional liability insurance requirements are described in Exhibit A, attached and incorporated herein.

**IX. Miscellaneous**

A. Each party to this Agreement agrees to hold the other party harmless for any losses, injuries or other damages incurred as a result of activity undertaken pursuant to the SBL described herein. It is recognized that this waiver of liability does not in any way affect the rights to remediation afforded under the policy of insurance referenced above.

B. This Agreement shall be subject to the laws of the State of Minnesota without regard to any conflict of laws principles. All action in relation to the terms hereunder shall be venued in the Federal District Court located in Hennepin County, Minnesota.

C. Any portion of this Agreement that is deemed to be unenforceable may be severed from the Agreement with the effect of the remaining portions of the Agreement being fully enforceable by the parties.

D. This Agreement reflects the entire agreement between the parties and supersedes all other agreements, whether oral or written, regarding the subject matter hereof. No part of this Agreement may be amended except by written agreement signed by the parties.

E. By signing this Agreement, the Site represents and warrants that the person signing this Agreement has the present capacity, power, and authority to execute this Agreement, that Site has read and understands all the terms of this Agreement, that Site has been provided adequate time and opportunity to review this Agreement with Site’s own attorney, and that Site agrees to be bound by all terms contained herein.

F. This Agreement may be executed in counterparts and via facsimile with each part being considered an original and all parts being recognized as one in the same document.

**Site:**

Printed Name: Chace Anderson

Title: Superintendent

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Capella University:**

Signature: Jody Neuman-Aamlie Date: 6/15/2023

Jody Neuman-Aamlie  
Assistant Dean, School of Social & Behavioral Sciences

## Exhibit A

<b>Capella University Program</b>	<b>Capella Requires Learner to Obtain Professional Liability Insurance?</b>	<b>Learner Professional Liability Coverage Amount</b>
Bachelor of Science (BS) in Psychology – Pre-Counseling	No	n/a
Master of Science (MS) in Addiction Studies/Addiction Counseling	Yes	1 million occurrence/3 million aggregate-must cover entire duration of training
MS in Clinical Mental Health Counseling	Yes	1 million occurrence/3 million aggregate-must cover entire duration of training
MS in Marriage and Family Therapy	Yes	1 million occurrence/3 million aggregate-must cover entire duration of training
MS in School Counseling	Yes	1 million occurrence/1 million aggregate-must cover entire duration of training
Doctor of Philosophy (PhD) in Counselor Education and Supervision	Yes	1 million occurrence/3 million aggregate-must cover entire duration of training
All Education Programs	No	n/a
Doctor of Health Administration (DHA)	No	n/a
MS in Human Resource Management	No	n/a
Master of Science in Nursing (MSN) (MSN-FP/ RN-MSN)	Yes	1 million occurrence/3 million aggregate-must cover entire duration of training
Doctor of Nursing Practice (DNP) (BSN-DNP / DNP Prep)	Yes	1 million occurrence/3 million aggregate-must cover entire duration of training
BS in Psychology – General Psychology	No	n/a
Graduate Certificate in Psychology – Applied Behavior Analysis	Yes	1 million incidental/3 million aggregate-must cover entire duration of training
MS in Applied Behavior Analysis	Yes	1 million incidental/3 million aggregate-must cover entire duration of training
MS in Clinical Psychology	Yes	1 million incidental/3 million aggregate-must cover entire duration of training
MS in Clinical Counseling Psychology	Yes	1 million incidental/3 million aggregate-must cover entire duration of training

## Site-Based Learning Affiliation Agreement

MS in Counseling Psychology	Yes	1 million incidental/3 million aggregate-must cover entire duration of training
Doctor of Psychology (PsyD) in Clinical Psychology	Yes	1 million incidental/3 million aggregate-must cover entire duration of training
PsyD in School Psychology	Yes	1 million incidental/3 million aggregate-must cover entire duration of training
Specialist Certificate in School Psychology	Yes	1 million incidental/3 million aggregate-must cover entire duration of training
Master of Public Health (MPH)	No	n/a
Doctor of Public Health (DrPH)	No	n/a
Master of Social Work (MSW)	Yes	1 million occurrence/3 million aggregate-must cover entire duration of training

# WALDEN UNIVERSITY

The following *Field Site Affiliation Agreement* is a legal contract between Walden University and a field site that addresses the responsibilities of each party with regard to field experience placements. A current *Field Site Affiliation Agreement* must be on file for any student to begin a field experience.

The *Field Site Affiliation Agreement* only needs to be signed and submitted once per site. Once a student submits their Field Education application, our coordinators will review if an agreement is on file between Walden University and the Field Site. If determined there is not, our coordinators will reach out to the site directly with this *Field Site Affiliation Agreement* for review.

The *Field Site Affiliation Agreement* must be signed by the appropriate signatory as determined by the field site (for example, the site supervisor or agency director). A fully signed agreement will be returned to the site supervisor once the agreement has been signed on Walden's end.

Any revisions to this standard template need to be approved by Walden's legal counsel through the Office of Applied Learning Agreements. If revisions are made to the contract, or if a field site requests to use an alternative contract, this must be reviewed and approved by the Office of Applied Learning Agreements. A copy of either the edited Walden agreement or the field site's alternative contract should be provided to the Walden coordinator who sent this document to the field site.

**An editable Word version of this template can be provided by the Walden coordinator or the Office of Applied Learning Agreements upon request.**

**Digital Signature:** Please fill in the fields on pages 1, 6, and 7 and click the Field Site Signature field to complete a valid digital signature; return the completed and signed agreement to the Walden coordinator.

# WALDEN UNIVERSITY

## U.S. FIELD SITE AFFILIATION AGREEMENT

THIS AGREEMENT (the "Agreement") is made and entered into as of the date of the final signature below by and between WALDEN UNIVERSITY, LLC, located at 100 Washington Avenue South, Suite 1210, Minneapolis, MN 55401 ("Walden") and  
located at \_\_\_\_\_ ("Field Site").

### RECITALS

WHEREAS, Walden offers undergraduate, graduate, and post-graduate programs in the fields of nursing, social work, counseling, psychology, health sciences, and interdisciplinary studies (the "Programs") and seeks to partner with field sites for educational field experiences for Walden students (the "Students");

WHEREAS, field experiences shall include the Field Site's student education program conducted at the Field Site ("Field Experience Program");

WHEREAS, the Field Site is willing to make available its educational and professional resources to such Students; and

WHEREAS, Walden and the Field Site mutually desire to contribute to the education and professional growth of Walden Students.

NOW, THEREFORE, in consideration of the mutual promises and covenants hereinafter set forth it is understood and agreed upon by the parties hereto, as follows:

### I. TERM AND TERMINATION

This Agreement shall commence on \_\_\_\_\_ (the "Effective Date") and shall continue for a period of five (5) years (the "Initial Term"). Upon expiration of the Initial Term of this Agreement, this Agreement and the Term shall renew for successive one (1) year periods (each a "Renewal Term"). Notwithstanding the foregoing, either party may terminate this Agreement for any reason or no reason, upon thirty (30) calendar days' prior written notice to the other party. In the event of termination or expiration of this Agreement before any participating Student(s) has completed the then-current term, such Student(s) shall be permitted to complete the then-current term subject to the applicable terms of this Agreement, which shall survive until the date of such completion.

### II. WALDEN RESPONSIBILITIES

A. Walden shall be responsible for the assignment of Students to the Field Site. Walden agrees to refer to the Field Site only those Students who have completed the prerequisite course of study as determined by Walden.

# WALDEN UNIVERSITY

B. Walden shall provide a field education coordinator (the "Walden Coordinator") who will act as a liaison between Walden and the Field Site and coordinate the Field Experience Program with the Field Site. The Walden Coordinator will be responsible for maintaining communication with the Field Site including, but not limited to:

(1) Confirming any contact information for Students to the Field Site Coordinator, as defined below, prior to the Student assignment; and

(2) Supplying the Field Site with information regarding each Student's current level of academic preparation as may be required by the Field Site.

C. Walden shall provide an instructor (the "Walden Supervisor") who will serve as the academic course instructor and field experience instructor for the educational experience. The Walden Supervisor will have responsibilities including, but not limited to:

(1) Communicating with the Field Site Supervisor relating to each Student's educational experience at the Field Site;

(2) Evaluating student academic and Field Site work relating to the educational experience at the Field Site.

Notwithstanding the foregoing, the parties understand that Walden is an online institution; therefore, there will be no on-site faculty presence from Walden on Field Site premises.

D. Walden shall provide the Field Site with information regarding the particular requirements relating to Field Experience Programs including required hours and supervision requirements.

E. Walden maintains student professional liability insurance with a single limit of no less than Two Million Dollars (\$2,000,000) per claim and Four Million Dollars (\$4,000,000) annual aggregate and general liability insurance with a single limit of no less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) annual aggregate, with umbrella liability coverage in amounts no less than One Million Dollars (\$1,000,000). Such general liability insurance policies shall provide additional coverage to Walden's Students. Walden shall provide the Field Site with proof of coverage upon request.

### III. FIELD SITE RESPONSIBILITIES

A. When available, the Field Site shall assign a staff member to serve as the coordinator for the Field Experience Program at the Field Site (the "Field Site Coordinator"). The Field Site Coordinator shall be responsible for:

(1) Planning and coordinating the education arrangements between the Field Site, the Students and Walden;

(2) Serving as a liaison between the Field Site and Walden; and

(3) Developing and administering an orientation program for Student which will familiarize the Students with the Field Site and all applicable policies and procedures.

B. The Field Site shall assign a qualified staff member having the appropriate and required credentials to serve as the preceptor or supervisor (the "Field Site Supervisor") for each Student. The Field Site shall provide planned and regularly scheduled opportunities for educational supervision and consultation by the Field Site Supervisor. The Program requires supervision specifically by the Field Site Supervisor, and such supervision may not be delegated. Field Site Supervisors are responsible for providing, as applicable to the Program, role modeling, direct patient or client supervision, and professional interactions, and sharing expertise and experience. Field Site Supervisors are expected to voice concerns when student behaviors are in question or patient safety is of issue. Field Site Supervisors shall provide instruction and services in accordance with applicable laws and shall educate Students as to the requirements of the applicable laws. The Field Site Supervisor shall work with the Walden Supervisor to review and evaluate the Students in the Field Experience Program.

C. The Field Site shall provide learning experiences for the Students that are planned, organized and administered by qualified staff in accordance with mutually agreed upon educational objectives and guidelines.

D. Where applicable, the Field Site shall provide the Students with an orientation familiarizing students with all applicable State and Federal laws and regulations as they pertain to practice at the Field Site, which may include those pertaining to Standards for Privacy of Individually Identifiable Health Information (the "Privacy Rule") issued under the federal Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), which govern the use and/or disclosure of individually identifiable health information.

E. The Field Site shall ensure that the Students practice within the guidelines of any applicable professional ethics codes. The Field Site shall provide resources to Students for exploring and resolving any ethical conflicts that may arise during field training.

F. The Field Site Supervisor shall complete, with the Walden Supervisor and Student, all written evaluations of the Students' performance according to the timeline established by Walden. Evaluations will be submitted to the Walden Coordinator.

G. The Field Site reserves the right to dismiss at any time any Student whose health condition, conduct or performance is a detriment to the Student's ability to successfully complete the Field Experience Program at the Field Site or jeopardizes the health, safety or well-being of any patients, clients or employees of the Field Site. The Field Site Coordinator or assigned Field Site Supervisor shall promptly notify the Walden Coordinator and/or Walden Supervisor of any problem or difficulty arising with a Student and a discussion shall be held either by telephone or in person to determine the appropriate course of action. The Field Site will, however, have final responsibility and authority to dismiss any Student from the Field Experience Program.

# WALDEN UNIVERSITY

H. If available at the Field Site, the Field Site agrees to provide emergency health care services for Students for illnesses or injury on the same basis as that which is provided to Field Site employees. With the exception of emergency care, the Students are responsible for providing for their own medical care needs. In the event that Field Site does not have the resources to provide such emergency care, Field Site will refer such Students to the nearest emergency facility.

I. The Field Site shall ensure adequate workspace for the Students and shall permit the use of instructional resources such as the library, procedure manuals, and client records as required by the Field Experience Program. Field Site shall provide Students with training on Field Site safety protocols, as applicable, and provide prompt notice to Walden of any situation involving threatened hazards or harm that may adversely impact the health or safety of Students.

J. In the event that Field Site allows students to participate in activities that are conducted virtually outside of the Field Site's facilities, such as allowing virtual visits, telehealth services, or other activities that do not involve in-person interaction, Field Site acknowledges that Walden does not control the performance, reliability, or security of the devices or networks used by students for these activities and Field Site shall be responsible for ensuring that such devices or networks meet Field Site's requirements.

K. The Field Site maintains general and professional liability insurance (or comparable coverage under a program of self-insurance) for itself and its employees with a single limit of no less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) annual aggregate. The Field Site shall provide Walden with proof of coverage upon request.

To the extent that the Field Site is an entity governed by and/or operated through any state or federal agency or is provided liability coverage through statutory or tort law, then the foregoing paragraph shall not apply.

## IV. STUDENT RESPONSIBILITIES

Walden shall inform Students that they are responsible for the following:

A. Students shall provide their own transportation to and from the Field Site as well as any meals or lodging required during the field experience.

B. Students shall agree to abide by the rules, regulations, policies and procedures of the Field Site as provided to the Students by the Field Site during their orientation at the Field Site and shall abide by the requirements of all applicable laws.

C. Students shall agree to comply with the Standards for Privacy of Individually Identifiable Health Information (the "Privacy Rule") issued under the federal Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), which govern the use and/or disclosure of individually identifiable health information.

D. Students shall arrange for and provide to Field Site any required information including, but not limited to, criminal background checks, health information, verification of

# WALDEN UNIVERSITY

certification and/or licensure, insurance information and information relating to participation in federally funded insurance programs.

E. Students shall be required to purchase and maintain a policy of professional liability insurance with a single limit of no less than One Million Dollars (\$1,000,000) per incident and Three Million Dollars (\$3,000,000) annual aggregate. Students shall provide the Field Site with proof of coverage upon request.

## V. MUTUAL RESPONSIBILITIES

A. FERPA. For purposes of this Agreement, pursuant to the Family Educational Rights and Privacy Act of 1974 (“FERPA”), the parties acknowledge and agree that the Field Site has an educational interest in the educational records of the Student participating in the Program to the extent that access to those records is required by the Field Site in order to carry out the Field Experience Program. Field Site and Walden shall only disclose such educational records in compliance with FERPA.

B. HIPAA. The parties agree that, if the Field Site is a covered entity under HIPAA:

(1) to the extent that a Student is participating in the Field Experience Program:

(a) Student shall be considered part of the Field Site’s workforce for HIPAA compliance purposes in accordance with 45 CFR §160.103, but shall not otherwise be construed to be employees of the Field Site;

(b) Student shall receive training by the Field Site on, and subject to compliance with, all of Field Site’s privacy policies adopted pursuant to HIPAA; and

(c) Student shall not disclose any Protected Health Information, as that term is defined by 45 CFR §160.103, to which a Student has access through Field Experience Program participation that has not first been de-identified as provided in 45 CFR §164.514(a);

(2) Walden will never access or request to access any Protected Health Information held or collected by or on behalf of the Field Site that has not first been de-identified as provided in 45 CFR §164.514(a); and

(3) No services are being provided to the Field Site by Walden pursuant to this Agreement and therefore this Agreement does not create a “business associate” relationship as that term is defined in 45 CFR §160.103.

C. The Field Site and Walden will promote a coordinated effort by evaluating the Field Experience Program annually, planning for its continuous improvement, making such changes as are deemed advisable and discussing problems as they arise concerning this affiliation.

# WALDEN UNIVERSITY

D. The parties agree that Students participating in the Field Experience Program are at all times acting as independent contractors and that Students are not and will not be considered employees of the Field Site or any of its subsidiaries or affiliates by virtue of a Student's participation in the Field Experience Program and shall not as a result of Student's participation in the Field Experience Program, be entitled to compensation, remuneration or benefits of any kind.

E. The Field Site and Walden agree that Students will have equal access to their respective programs and facilities without regard for gender identity, race, color, sex, age, religion or creed, marital status, disability, national or ethnic origin, socioeconomic status, veteran status, sexual orientation or other legally protected status. Field Site and Walden will comply with all applicable non-discrimination laws in providing services hereunder.

F. Field Site represents that it has policies in place that are consistent with applicable laws to prevent and report instances of sexual harassment, sexual discrimination, and sexual misconduct and it will comply with these policies during its participation in the Field Experience Program. In the event that Field Site does not have such policies in place, it shall abide by Walden's Code of Conduct located at <https://www.waldenu.edu/legal/student-safety-title-ix> with regard to Walden's Students.

G. The terms and conditions of this Agreement may be amended by written instrument executed by both parties.

H. This Agreement is nonexclusive. The Field Site and Walden reserve the right to enter into similar agreements with other institutions.

I. This Agreement shall be governed by the laws of the State of Minnesota.

J. Any notice required hereunder shall be sent by certified or registered mail, return receipt requested and shall be deemed given upon deposit thereof in the U.S. mail (postage prepaid). Notices to Walden shall be sent to the Walden Coordinator at Walden University, LLC; 100 Washington Avenue South, Suite 1210; Minneapolis, MN 55401; with a copy to: Walden University, LLC; Attention: Legal Department; 7065 Samuel Morse Drive; Columbia, MD 21046. Notices to Field Site shall be sent to

K. Each party agrees to indemnify, defend, and hold harmless the other from all losses or liabilities resulting from the negligence or willful misconduct of the indemnifying party and/or its employees or agents arising under this Agreement, except to the extent such losses or liabilities are caused by the indemnified party's negligence or willful misconduct.

L. This Agreement sets forth the entire understanding of the parties hereto and supersedes any and all prior agreements, arrangements and understandings, oral or written, of any nature whatsoever, between the parties with respect to the subject matter hereof. This Agreement and any amendments hereto may be executed in counterparts and all such counterparts taken together shall be deemed to constitute one and the same instrument. The parties agree that delivery

# WALDEN UNIVERSITY

of an executed counterpart signature hereof by facsimile transmission, or in “portable document format” (“pdf”) form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the paper document bearing the original signature.

M. Each person signing this Agreement on behalf of a party represents to the other party that the execution and performance of this Agreement is duly authorized to sign this Agreement on behalf of the party and that this Agreement constitutes a valid and binding agreement of such party, enforceable according to its terms.

N. This Agreement will be binding upon and inure to the benefit of each of the parties, their successors, and assigns. Neither party may assign this Agreement or assign its rights or delegate its duties hereunder without the prior written consent of the other party (except in connection with a merger, sale of all or substantially all of a party’s assets, or other form of corporate reorganization of that party) and any purported assignment in violation of this Section will be without force or effect.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement, effective the date first above written:

WALDEN UNIVERSITY, LLC

FIELD SITE

By: \_\_\_\_\_  
(signature)

By: \_\_\_\_\_  
(signature)

Name: \_\_\_\_\_  
(Print name)

Name: \_\_\_\_\_  
(Print name)

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

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

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Recognitions

**ITEM:** Employee of the Month- Technology Department

**COMMENTS BY:** Chace B. Anderson, Superintendent

**Wayzata Public Schools Employee of the Month, July 2023**  
**Technology Department**

We are delighted to announce the July Employee of the Month recognition for the entire Technology Team! This recognition is a testament to the team's unwavering dedication, collaborative spirit, and outstanding contributions toward our District's shared mission.

The Technology Team has exemplified what it means to work as a cohesive unit, united by a common purpose and fueled by a passion for excellence. Together, they have consistently demonstrated their commitment to achieving exceptional results and pushing the boundaries of innovation.

The Technology Team has exceeded our high expectations through their combined efforts. Their remarkable achievements have propelled our organization forward, enabling us to stay at the forefront of delivering educational excellence. Their ability to adapt swiftly to evolving technologies and trends has allowed us to maintain an edge and provide exceptional solutions to our students, staff, and community stakeholders.

Moreover, the team's shared values have been a driving force behind their success. Their commitment to achievement, collaboration, and continuous learning has fostered an environment of trust where ideas flourish and individuals thrive. Each team member's dedication to upholding these values has created a culture of excellence that inspires others and sets the bar high for the entire organization.

Individually, each member of the Technology Team has brought their unique skills and expertise to the table. Their collective knowledge and diverse perspectives have enabled them to tackle complex challenges with ingenuity and efficiency. Their innovative thinking and problem-solving abilities have solved intricate technical problems and opened new avenues for growth and advancement.

We honor the entire Technology Team, under the direction of Wade Phillips, as the July Employee of the Month with great pride and admiration. Your extraordinary achievements, collaborative spirit, and tenacious commitment to excellence have profoundly impacted our organization and those we serve.

The technology site support team, led by Julie Hiebert, including Kevin Warns, Sarah Rathe, Anu Somuthevan, Roja Sirna, KristiAnn Stotz, Tom Wallfred, and Kristen Bennett, has displayed exceptional teamwork, creativity, and problem-solving skills. They have demonstrated an extraordinary commitment and exceeded

expectations to deliver outstanding results. Their collaborative approach and relentless pursuit of excellence have provided exceptional staff, student, and community service, assisting with classroom technology setup and support.

Our technology help desk team, Myan Jacobson, Jonathan Grevenow, and Garrett Finn, exemplify excellence by consistently providing outstanding service and support in person, on the phone, and virtually. They actively engage in knowledge-sharing and collaboration and play a pivotal role in ensuring every stakeholder has what they need to succeed in their work and role.

The technology operations team, led by Johnny Broesch, includes Joe McNeal, Lauren Wade, Tony Wollenburg, Adam Althoff, and John Murdock, successfully overcoming technical challenges and consistently delivering high-quality results. They play a critical role in propelling our organization toward the forefront of cutting-edge technology in a responsive, safe, and purposeful manner. Their hard work and commitment have enhanced our opportunities and paved the way for student learning, creativity growth, and development. They provide the magic behind the scenes for all connected technology solutions in the district.

The information systems team, led by Brian Ackerman, including Kathy Labowitch and Josh Mahowald, produce exceptional outcomes and valued contributions to the organization. They are charged with providing outstanding customer service and care while ensuring essential student, staff, and community needs are met through technology system integration, data governance, and student-focused technology solution deployment.

Finally, the technology integration team, including Belinda Stutzman, Tina Christopherson, and Dave Zukor, fosters a culture of innovation, encouraging our educators to explore new tools and strategies leveraging technology to enhance teaching and learning.

On behalf of the Wayzata Public Schools, we extend our heartfelt congratulations and deepest appreciation to each member of the Technology Team. We proudly present the entire Technology Team with the July Employee of the Month award. Their exceptional skills, tireless efforts, and collaborative mindset have undoubtedly made a significant impact on our organization's mission and goals.

Once again, congratulations to the entire Technology Team on this well-deserved recognition!



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION** Recognitions

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**ITEM** Retiree Recognitions

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**COMMENTS BY:** Chace B. Anderson, Superintendent

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Tonight we would like to recognize the following employees who announced their retirement in 2023-2024. We would like to thank them for their years of service to Wayzata Public Schools and wish them well in their future endeavors.

<u>Name</u>	<u>Position</u>	<u>Years of Service</u>
Maureen Chidester	Paraprofessional, Plymouth Creek	17 Years
Rebecca McGrath	Wayzata Café, Central Middle	10 Years



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Audience Opportunity to Address the Board

**ITEM:** Audience Opportunity to Address the Board

**COMMENTS BY:** Sarah Johansen, Board Chair

This section of the agenda provides an opportunity for members of the audience to address the School Board. Speakers will be allotted approximately three minutes.

**Please note** that this time is provided for citizens to address the Board; this is not an appropriate venue for a discussion or debate. If the speaker would like follow-up contact from the Board of Education, they may leave their contact information with the administrative assistant.

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – July 10, 2023**

**AGENDA SECTION:** Superintendent Reports

**ITEM:** Wayzata High School Change in Start Time

**COMMENTS BY:** Chace B. Anderson

**SUBJECT:** WHS School Start Time for the 2023-2024 School Year

Principal Scott Gengler is proposing moving the high school start time from 8:20 a.m. to 8:15 a.m beginning in the 2023-2024 school year. High school teachers have been informed that this change may be coming.

Adding 5-minutes to the current schedule allows for greater consistency in instructional minutes from block to block, while increasing minutes designated for academic support (OurTime). During this time, students may receive personalized academic support, intervention, participate in relearning activities, makeup labs, tests and/or quizzes, study quietly, and/or collaborate with classmates on group projects.

Buses routinely arrive by 8 a.m., so current transportation schedules should not be affected.

The new daily schedule will still include 10-minute passing times, 30-minute lunches, and 80-90-minute block classes (a final daily schedule is still being determined in collaboration with the high school teachers).

School Board Policy 533 (School Start and Dismissal Times) states the following:

“The School Board will establish and/or modify school start and dismissal times in a manner that best meets students’ learning needs, allows for efficient and effective transportation and other operations, and gives appropriate consideration to the needs of families, the larger community and the school district staff. The school board shall consider the unique developmental needs of students, the research related to student academic achievement and sleep time requirements/recommendations, the general health and well-being of students, and the financial, logistical, and operational considerations when establishing or modifying school start and dismissal times. The School Board also expects that there will be as much year-to-year stability in school start and dismissal times as circumstances permit. The superintendent will review school start and dismissal times as necessary and, if the review substantiates such, will recommend modifications to the established school start and dismissal times.”

**RECOMMENDED ACTION:** Approve the change of school start time for Wayzata High School from 8:20 am to 8:15 am effective with the start of the 2023-2024 School Year.

Motion by: \_\_\_\_\_ ROLL CALL Passed \_\_\_\_\_

Second by: \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions: \_\_\_\_\_



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Superintendent’s Reports and Recommendations

**ITEM:** Policy Approvals

**COMMENTS BY:** Nathan Flansburg, Associate Superintendent

Attached for review are the following policies and regulations for your consideration.

The policies and regulations were reviewed as part of the regular review cycle and using the Minnesota School Board Association Model Policy (where available), by District Administration and other district stakeholders, where necessary. A final review was completed by the Policy Committee of the School Board.

Policies:

- |                        |  |
|------------------------|--|
| 530 / 530-R            | Wellness   |
| 627 / 627-R            | Instruction Concerning Controversial Topics                    |
| 629 / 629-R / 629 Form | Alternative Student Learning Plan                              |
| 723 / 723-R            | Transportation Safety  |
| 511 / 511-R            | Student Records  |
| 532 / 532-R            | Equal Education Opportunity                                    |
| 103 / 103-R            | Face Coverings (sunsetting)                                    |
| 104                    | COVID-19 Vaccination Emergency Temporary Standard (sunsetting) |

**RECOMMENDED ACTION:** Approve the above policies as presented in the attachments.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

**530 WELLNESS**

**I. PURPOSE**

The purpose of this policy is to ensure a school environment that promotes and protects students' health, well-being, and ability to learn by supporting healthy eating and physical activity.

**II. GENERAL STATEMENT OF POLICY**

- A. The Wellness Policy is a guide for school district and building administrators, school employees, students, school board members, and community members to ensure students are able to form healthy life-long nutritional and physical habits. Wayzata Public Schools will provide our students and staff appropriate education in each of these areas as well as healthy food choices and opportunities to participate in physical activities.
- B. A committee comprising parents, students, teachers, school administrators, food service staff, and the public developed this policy. The Executive Director of Teaching and Learning or their designee is responsible for reviewing and revising this policy.

**ADOPTED:** March 13, 2006  
**AMENDED:** October 13, 2008  
**AMENDED:** February 14, 2011  
**AMENDED:** October 12, 2015  
**AMENDED:** May 8, 2017  
**AMENDED:** July 10, 2023  
**LAST REVIEWED:** July 10, 2023

**530-R WELLNESS REGULATIONS**

**I. REGULATIONS**

- A. The School District encourages the involvement of students, parents, teachers, food service staff, and other interested persons in implementing, monitoring, and reviewing School District nutrition and physical activity policies.
- B. Children need access to healthy foods and opportunities to be physically active in order to grow, learn, and thrive.
- C. All students in Early Childhood- Transition will have opportunities, support, and encouragement to be physically active on a regular basis.
- D. Qualified food service personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; recognize the cultural diversity when meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.
- E. School food service staff, at the school and district level, will ensure compliance within the school's food service areas.

**II. FOOD AND BEVERAGES**

- A. Food service personnel will take every measure to ensure that student access to foods and beverages during meal times meet or exceed all federal, state and local laws and guidelines.
- B. Food service personnel shall adhere to all federal, state, and local food safety guidelines.
- C. The School District will make every effort to eliminate any social stigma attached to, and prevent the overt identification of students who are eligible for free and reduced-price school

meals.

- D. Guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by the Secretary of Agriculture pursuant federal regulations.
- E. The School District will provide students access to hand cleaning before they eat meals or snacks.
- F. The School District will make every effort to provide students with sufficient time to eat after sitting down for school meals and will schedule meal periods at appropriate times during the school day.
- G. If tutoring, club, or organizational meeting or activities are scheduled during meal-time, students will have sufficient time to complete their meals.
- H. All food or beverage products depicted on items/equipment on the school campus during the school day must meet the Smart Snack nutrition standards. Food marketing commonly includes oral, written, or graphic statements made for the purpose of promoting the sale of food or beverage product. Therefore, the marketing standards apply to items such as posters, flyers, and other printed materials advertising products. It also applies to prizes or other premium items given to students to promote a product, cups used for beverage dispensing, and various equipment, such as the exterior of vending machines, menu boards, coolers, trash cans, and other food service equipment.

### **III. SCHOOL FOOD SERVICE PROGRAM/PERSONNEL**

- A. The School District will provide healthy and safe school meal programs that strictly comply with all federal, state, and local statutes and regulations.
- B. The School District shall designate an appropriate person to be responsible for the School District's food service program, whose duties shall include the creation of nutrition guidelines and procedures for the selection of foods and beverages made available on campus to ensure food and beverage choices are consistent with current USDA Dietary Guidelines for Americans and nutritional requirements.
- C. As part of the School District's responsibility to operate a food service program, the School District will provide continuing professional development for all food service personnel in

schools.

- D. The School District's food service program administrator will provide an annual report to the School Board.

#### **IV. NUTRITION EDUCATION AND PROMOTION**

- A. The School District will encourage and support healthy eating by students and engage in nutrition promotion that is:
  - 1. Offered as part of a comprehensive program designed to provide students with the knowledge and skills necessary to promote and protect their health;
  - 2. Part of health education classes' classroom instruction includes participatory activities, such as contests, promotions, taste testing and field trips where appropriate.
- B. The School District will encourage all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte lines, vending machines, fundraising events, concession stands, and student stores.
- C. During the student academic school day, schools will discourage the use of foods or beverages as rewards for academic performance or good behavior. Schools will be encouraged to recognize and celebrate students by methods that do not involve food. Schools will not withhold food or beverages (including food served through school meals) as punishment. If an individual student's Individualized Education Plan (IEP) outlines the use of food for behavior modification, a teacher may use food as a reward for that student. But, food shall be used as a last alternative as part of an IEP, and teachers should minimize classroom use and provide healthy food when available. Teachers are also encouraged to use physical activity as a reward for academic performance or good behavior, as appropriate.
- D. Snacks offered during the school day or in after school programs should make a positive contribution to children's diets and health. Fresh fruits and vegetables, water, low-fat milk, and other foods/beverages that are following the Smart Snacks Guidelines. The District's WPS Allergy and Anaphylaxis Management Guidelines will be encouraged.

- E. Schools are encouraged to hold fundraisers that promote positive healthy habits through the sale of non-food and nutritious food items.

## V. PHYSICAL ACTIVITY

- A. Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. Health education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities.
- B. Physical Education classes will incorporate national physical education standards.
- C. Opportunities for physical activity will be incorporated into other subject lessons, where appropriate, and classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.
- D. Daily recess will be provided for elementary students.
  - 1. Schools will be encouraged to schedule physical activity before lunch in order to increase food consumed, decrease plate waste, and improve cafeteria behavior.
  - 2. Schools will provide staff to lead and supervise recess.
  - 3. Schools will be encouraged to proactively teach and encourage positive recess behavior throughout the school year.
  - 4. Schools will not withhold recess as a punishment.
  - 5. Schools are encouraged to avoid using recess to make up instructional time.
- E. Integration of physical activity into the academic curriculum where appropriate
  - 1. Physical activity will be strongly encouraged to be integrated into the main school day in the form of a brief movement and/or physical activity break at appropriate times in the school day.
  - 2. Teachers and school staff are encouraged to support learning through movement by integrating physical activity into lessons in content area subjects.

## **VI. COMMUNICATIONS WITH PARENTS**

- A. The School District recognizes parents and guardians have a primary and fundamental role in promoting and protecting their children's health and well-being.
- B. The School District will support parents' efforts to provide a healthy diet and daily physical activity for their children.
- C. The School District encourages parents to pack healthy lunches and snacks.
- D. The School District will provide information about physical education and other school-based physical activity opportunities.

## **VII. DISTRICT WELLNESS COMMITTEE**

- A. The Health Services Supervisor and the Director of Wayzata Cafés will provide leadership of the wellness policy.
- B. School District will maintain a district wellness committee to assess the district health environment and the implementation of the wellness policy. The Wellness Committee shall include a variety of stakeholders and will meet at least annually. Wellness School Assessment Tool 3.0 (WellSAT) will be used as the assessment tool to guide the wellness committee's review of the policies and practices.
- C. The district will evaluate compliance with the Wellness Policy no less than once every three years. The assessment will include the extent to which each school is in compliance with the policy and how the policy compares to a model policy, as established by the U.S. Department of Agriculture.
- D. The permitted stakeholders may include but are not limited to teachers of physical education, school health professionals, students, representatives of the school food authority, parents, county representatives, early childhood supervisors, school social workers, the human resources benefits manager, and school administrators using the Center for Disease Control (CDC) Whole School, Whole Community, Whole Child (WSCC) model.

**ADOPTED:** May 14, 2007

**AMENDED:** February 9, 2015  
**AMENDED:** October 12, 2015  
**AMENDED:** May 8, 2017  
**AMENDED:** December 12, 2018  
**AMENDED:** January 14, 2019  
**AMENDED:** July 10, 2023  
**LAST REVIEWED:** July 10, 2023

**627 INSTRUCTION OF “CONTROVERSIAL TOPICS”**

**I. PURPOSE**

The purpose of this policy is to provide guidance for the teaching of “controversial topics”.

**II. DEFINITIONS**

A “controversial topic” involves a topic about which an individual and/or group may urge the district to alter the discussion or learning of said topic in the schools. It may deal with a topic for which society has not found a solution, and it is of sufficient significance that all proposed ways of dealing with it arouses a contrary response, or it may involve a material that contains language or treatment of topics that are objectionable to the citizen challenging the topic.

**III. GENERAL STATEMENT OF POLICY**

- A. The school board recognizes that the district has a responsibility to include, in various curricular areas and at all grade levels, content dealing with critical topics and using materials, some of which may be considered controversial or raise objections by some members of the community.
- B. Development of rational thinking and preparation for citizenship are the primary reasons for including the study of potentially controversial topics and/or materials in the curriculum.
- C. The district has a responsibility to give the student:
  - 1. an opportunity to study controversial topics or read controversial materials which have political, economic or social significance about which they will begin to have an opinion.
  - 2. access to all relevant information, including the materials that circulate freely in the community.
  - 3. competent instruction balancing the various points-of-view in an atmosphere free from bias and prejudice.

4. the right to form and express their own opinions on controversial topics or materials without jeopardizing their relations with teachers or the schools.

- D. Deliberate effort shall be made by the teacher to achieve balance over time in the viewpoints to which students are exposed. The teacher shall not espouse a biased viewpoint that is intended to influence students' creation of their own viewpoints.
- E. While ultimate responsibility for determining instructional programs, compliant with state law and regulation, rests with the School Board, related authority is delegated to the Superintendent or Superintendent's designee, who shall be responsible for the development of guidelines and procedures to identify the steps to be followed.

**Cross References:**

613: Instructional Material Review, Selection and Use  
613-R: Instructional Material Review, Selection and Use Regulations  
629: Alternative Student Learning Plan  
629-R: Alternative Student Learning Plan Regulation  
629 -R Form: Alternative Student Learning Plan Form

ADOPTED: May 9, 2005  
REVIEWED: April 9, 2007  
AMENDED: December 9, 2013  
DRAFT: September 25, 2018  
**AMENDED:** July 10, 2023  
**LAT REVIEWED:** July 10, 2023

## **627-R INSTRUCTION OF “CONTROVERSIAL TOPICS”**

### **I. DEFINITION**

A “controversial topic” involves a topic about which an individual and/or group may urge the district to alter the discussion or learning of said topic in the schools. It may deal with a topic for which society has not found a solution, and it is of sufficient significance that all proposed ways of dealing with it arouses a contrary response, or it may involve a material that contains language or treatment of topics that are objectionable to the citizen challenging the topic.

### **II. GUIDELINES**

- A. The topic or material is related to the course of study or to relevant current events and provides opportunities for critical thinking, for developing tolerance, and for understanding conflicting points of view.
  - 1. The topic or material should be developmentally appropriate for students in the respective class.
  - 2. Discussion or study of an issue that is initiated by the students, should be related to relevant or current events, or the established curriculum.
  - 3. The topic or material should contribute toward helping students develop techniques for examining other controversial topics or materials.
- B. Available information about the topic or material is sufficient to allow alternative points of view to be discussed and evaluated on a factual basis.
  - 1. Multiple sides of the topic or material are given a proper hearing, using established facts as primary evidence.
  - 2. The topic or material has points of view which can be understood and defined by the students.
- C. The teacher does not use their position to forward their own religious, political, economic or social bias. The teacher may express a personal opinion if they identify it as such and

does not express their opinion for the purpose of persuading students to their point of view.

- D. Any outside speaker shall be approved by the Principal or administrative designee prior to utilization of the speaker.
- E. Upon the request of a student or parent/guardian, the student will be excused from class during a “controversial unit.” Alternative student learning may be provided as outlined in Policy 629, Alternative Student Learning.
- F. The oral or written presentation of the topic or material does not violate state or federal law.

**Cross References:**

613: Instructional Material Review, Selection and Use  
613-R: Instructional Material Review, Selection and Use Regulations  
629: Alternative Student Learning Plan  
629-R: Alternative Student Learning Plan Regulations  
629 -R Form: Alternative Learning Plan Form

EFFECTIVE: April 9, 2007

MODIFIED: December 9, 2013

DRAFT: September 25, 2018

**AMENDED:** July 10, 2023

**LAST REVIEWED:** July 10, 2023

**629 ALTERNATIVE STUDENT LEARNING PLAN**

**I. PURPOSE**

The purpose of this policy is to give direction when an alternative student learning plan for a unit or lesson is requested by a parent/guardian.

**II. GENERAL STATEMENT OF POLICY**

- A. The School Board recognizes that the district has a responsibility to create inclusive classrooms, guided by MN State Standards, and to deliver on the mission of Wayzata Public Schools. Teachers have the responsibility to use their professional recommendations in relation to topics and materials as they relate to MN State Standards and Wayzata Public Schools approved curriculum. This policy outlines an orderly process for resolution when a parent/guardian has a concern about an instructional topic or material in their child’s classroom.
- B. While ultimate responsibility for determining instructional programs, compliant with state law and regulation, rests with the School Board, related authority is delegated to the Superintendent or Superintendent’s designee, who shall be responsible for the development of guidelines and procedures to identify the steps to be followed.

**Cross References:**

- 613: Instructional Material Review, Selection and Use
- 613-R: Instructional Material Review, Selection and Use Regulations
- 627: Instruction of “Controversial Topics”
- 627-R Instruction of “Controversial Topics”

ADOPTED: May 14, 2007  
AMENDED: December 9, 2013  
DRAFT: September 25, 2018  
**AMENDED:** July 10, 2023  
**LAST REVIEWED:** July 10, 2023

## WAYZATA PUBLIC SCHOOLS

Independent School District 284

Wayzata, Minnesota

### 629-R ALTERNATIVE STUDENT LEARNING PLAN

#### I. PROCEDURES

##### A. Teacher Level Review

Resolution shall first be attempted between the teacher and the parent/guardian.

1. The teacher will treat each request with confidentiality, and work with the student and family to come to a resolution.
2. The teacher and/or parent/guardian may discuss alternative student learning plans. The school district will not pay for any alternative instruction costs.
3. The proposed solution will consider inclusion of the student(s) in the classroom while minimizing classroom disruption, and seek to ensure a student is not removed from the classroom setting for an unreasonable amount of time.
4. If a resolution is not obtained, the request shall be directed to the building principal.

##### B. Building Level Review

If a resolution was not obtained at the Teacher Level Review, the request shall be attempted between the building principal or associate principal, the teacher and the parent/guardian.

1. The principal will:
  - a. Contact the parent/guardian, provide them with a copy of Policy 629 and procedures 629-R.
  - b. Provide the parent/guardian with a 629-R Form (Proposed Alternative Student Learning Plan) for the parent/guardian to complete prior to discussing with the principal.
  - c. The principal will arrange a meeting with the parent/guardian and appropriate professional staff to discuss the Proposed Alternative Student Learning Plan with the parent/guardian.
  - d. The principal will also inform the Executive Director of Teaching and Learning about the request and seek guidance per Policy 629/629-R.
2. During the meeting, the principal and appropriate professional staff shall:
  - a. Listen to the parent/guardian's reasons for the request.
  - b. Explain the school's related policies and procedures
  - c. Explain the place of the unit/lesson in the educational program and its intended educational use.
  - d. Try to resolve the parent/guardian's request through an alternative student learning plan to be used with their child(ren). <sup>77</sup>

- e. If a resolution is not reached with the parent/guardian, the matter will be referred to the Executive Director of Teaching and Learning.

**C. District Level Review**

The Executive Director of Teaching and Learning will follow up with the parent/guardian to hear the request. After hearing the request, the Executive Director of Teaching and Learning will review Policy 629 & 629-R and the 629 Form submitted by the parent/guardian and if the criteria have been met, may affirm the decision of the principal and the matter is resolved.

If the Executive Director of Teaching and Learning determines that criteria in 627 and 627-R were not met the Executive Director will consult with the appropriate parties to create a plan that meets the criteria of policy 627 and 627-R, at which point the matter is resolved.

**D. Alternative Student Learning Plan**

1. The form “Proposed Alternative Student Learning Plan” will be completed by the parent/guardian.
2. An Alternative Student Learning Plan must be agreed upon by all parties to be put into effect. The school district will not pay for any alternative instruction costs.
3. The plan must satisfy the MN State Standards the student would otherwise be missing.
4. School personnel will evaluate and assess the quality of the student’s work produced as part of an alternative student learning plan.
5. School personnel will not impose an academic or other penalty on a student for arranging an Alternative Student Learning Plan under this policy.
6. Neither the parent/guardian request nor the Alternative Student Learning Plan is to interfere with the rights of others to receive the regular instructional content.
7. Grades earned under alternative instruction will be documented as a “pass.”

**EFFECTIVE:** May 14, 2007

**REVIEWED:** December 9, 2013

**DRAFT:** September 25, 2018

**AMENDED:** July 10, 2023

**LAST REVIEWED:** July 10, 2023



**WAYZATA PUBLIC SCHOOLS**  
**Proposed Alternative Student Learning Plan (629-R) Form**

If a resolution with the classroom teacher was not obtained as a result of the Teacher Level Review, please complete the following form with the requested information. Then send the completed form to the building principal for a Building Level Review. Refer to Policy 629 and 629-R for more information.

Parent/Guardian: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Regarding Participation of (student): \_\_\_\_\_ School \_\_\_\_\_

Elementary Grade/Middle School Course/High School Course: \_\_\_\_\_

Please describe the area of content/curriculum for which you are proposing an alternative student learning plan.

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What do you see as a potential resolution to be included in the alternative student learning plan?

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I understand that:

- The proposed plan is subject to review and may not be approved as presented.
- Any proposed plan must adhere to district policy 629 and 629-R.
- Any cost associated with the approved Alternative Learning Plan is the responsibility of the parent/guardian.

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**Office Use Only:**

Received By: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

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**AGREEMENT OF ALTERNATIVE STUDENT LEARNING PLAN**

Details are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Alternative Student Learning Plan agreed upon by the following parties:

Student: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Teacher: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Administrator: \_\_\_\_\_ Signature: \_\_\_\_\_

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

Date: \_\_\_\_\_

**723 TRANSPORTATION SAFETY**

**I. PURPOSE**

The purpose of this policy is to provide guidelines for safe transportation and education on safety issues and responsibilities of school bus ridership.

**II. GENERAL STATEMENT OF POLICY**

This policy applies to all individuals utilizing transportation services. The School Board recognizes that the district has a responsibility to ensure the safety of not only our students, but any individual utilizing district transportation.

**ADOPTED:** October 10, 1994

**AMENDED:** April 9, 2007

**AMENDED:** April 14, 2008

**AMENDED:** March 14, 2016

**AMENDED:** July 10, 2023

**LAST REVIEWED:** July 10, 2023

## 723-R TRANSPORTATION SAFETY

### I. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

#### A. School Bus Safety Week

The school district may designate a school bus safety week. The National School Bus Safety Week is the third week in October.

#### B. School Bus Safety Training

1. The school district shall provide students enrolled in grades kindergarten (K) through 10 with age-appropriate school bus safety training of the following concepts:
  - a. transportation by school bus is a privilege, not a right;
  - b. school district policies for student conduct and school bus safety;
  - c. appropriate conduct while on the bus;
  - d. the danger zones surrounding a school bus;
  - e. procedures for safely boarding and leaving a school bus;
  - f. procedures for safe vehicle lane crossing; and
  - g. school bus evacuation and other emergency procedures.
2. All students in grades K through 6 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the third week of school. All students in grades 7 through 10 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training or receive bus safety instruction materials by the end of the sixth week of school, if they have not previously received school bus training. Students in grades K through 10 who enroll in a school after the second week of school, are transported by school bus, and have not received training in their previous school districts shall undergo school bus safety training or receive bus safety instructional materials within 4 weeks of their first day of attendance.
3. The school district and a nonpublic school with students transported by school bus at public expense must provide students enrolled in grades K through 3 school bus safety training twice during the school year.

4. Students taking driver's training instructional classes must receive training in the laws and proper procedures for operating a motor vehicle in the vicinity of a school bus as required by Minn. Stat. § 169.446, Subd. 2.
5. The school district and a nonpublic school with students transported by school bus at public expense must conduct a school bus evacuation drill at least once during the school year.
6. The school district will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.
7. The school district may provide kindergarten students with school bus safety training before the first day of school.
8. The school district shall adopt and make available for public review a curriculum for transportation safety education.
9. Nonpublic school students transported by the school district will receive school bus safety training by their nonpublic school. The nonpublic schools may use the school district's school transportation safety education curriculum. Upon request by the school district superintendent, the nonpublic school must certify to the school district's school transportation safety director that all students enrolled in grades K through 10 have received the appropriate training.

C. Active Transportation Safety Training

1. Training required
  - a. The school district must provide public school pupils enrolled in kindergarten through grade 3 with age-appropriate active transportation safety training. At a minimum, the training must include pedestrian safety, including crossing roads.
  - b. The school district must provide pupils enrolled in grades 4 through 8 with age-appropriate active transportation safety training. At a minimum, the training must include:
    - (1) pedestrian safety, including crossing roads safely using the searching left, right, left for vehicles in traffic technique; and
    - (2) bicycle safety, including relevant traffic laws, use and proper fit of protective headgear, bicycle parts and safety features, and safe biking techniques.

2. Deadlines

- a. Students who are enrolled during the first or second week of school and have not previously received active transportation safety training specified in that paragraph must receive the safety training by the end of the third week of school.
- b. Students who are enrolled during the first or second week of school and have not previously received active transportation safety training specified in that paragraph must receive the safety training by the end of the sixth week of school.
- c. Students who enroll in a school after the second week of school and have not received the appropriate active transportation safety training in their previous school district must undergo the training or receive active transportation safety instructional materials within four weeks of the first day of attendance.
- d. The school district and a nonpublic school may provide kindergarten pupils with active transportation safety training before the first day of school.

3. Instruction

- a. The school district may provide active transportation safety training through distance learning.
- b. The district and a nonpublic school must make reasonable accommodations for the active transportation safety training of pupils known to speak English as a second language and pupils with disabilities.

**II. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR**

- A. Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students.
- B. Consequences for school bus/bus stop misconduct will be imposed by the school district under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.
  1. School Bus and Bus Stop Rules. The school district school bus safety rules are to be posted on every bus. If these rules are broken, the school district's discipline procedures are to be followed. In most circumstances, consequences are progressive

and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the school district's Transportation Office/School Office.

2. Rules at the Bus Stop

- a. Get to your bus stop 5 minutes before your scheduled pick up time. The school bus driver will not wait for late students.
- b. Respect the property of others while waiting at your bus stop.
- c. Keep your arms, legs, and belongings to yourself.
- d. Use appropriate language.
- e. Stay away from the street, road, or highway when waiting for the bus.
- f. Wait until the bus stops before approaching the bus.
- g. After getting off the bus, move away from the bus.
- h. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- i. No fighting, harassment, intimidation, or horseplay.
- j. No use of alcohol, tobacco, or drugs.

3. Rules on the Bus

- a. Immediately follow the directions of the driver.
- b. Sit in your seat facing forward.
- c. Talk quietly and use appropriate language.
- d. Keep all parts of your body inside the bus.
- e. Keep your arms, legs, and belongings to yourself.
- f. No fighting, harassment, intimidation, or horseplay.
- g. Do not throw any object.
- h. No eating, drinking, or use of alcohol, tobacco, or drugs.
- i. Do not bring any weapons or dangerous objects on the school bus.
- j. Do not damage the school bus.

4. Consequences

- a. Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with co-curricular and extracurricular events (for example, field trips or competitions) will be in the sole discretion of the school district. Parents or guardians will be notified of any suspension of bus privileges.

(1) Discipline

Based on the severity of a student's conduct, more or less serious consequences may be imposed at any time at the discretion of the principal or designee. Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus/bus stop misconduct.

(2) Elementary (K-5)

1st offense – warning  
2nd offense – 3 school-day suspension from riding the bus  
3rd offense – 5 school-day suspension from riding the bus

4th offense – 10 school-day suspension from riding the bus/meeting with parent

Further offenses – individually considered. Students may be suspended for longer periods of time, including the remainder of the school year.

(3) Secondary (6-12)

1st offense – warning

2nd offense – 5 school-day suspension from riding the bus

3rd offense – 10 school-day suspension from riding the bus

4th offense – 20 school-day suspension from riding the bus/meeting with parent

5th offense – suspended from riding the bus for the remainder of the school year

Note: When any student goes 60 transportation days without a report, the student's consequences may start over at the first offense.

(4) Records

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that are reasonably believed to cause an immediate and substantial danger to the student or surrounding persons or property shall be provided by the school district to local law enforcement and the Department of Public Safety in accordance with state and federal law.

(5) Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within 2 weeks may result in the loss of bus privileges until damages are paid.

(6) Notice

School bus and bus stop rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students. School bus rules are to be posted on each school bus.

(7) Criminal Conduct

In cases involving criminal conduct (for example, assault, weapons, drug possession, or vandalism), the appropriate school district personnel and local law enforcement officials will be informed.

### **III. PARENT AND GUARDIAN INVOLVEMENT**

#### **A. Parent and Guardian Notification**

The school district school bus and bus stop rules will be provided to each family. Parents and guardians are asked to review the rules with their children.

#### **B. Parents/Guardians Responsibilities for Transportation Safety**

Parents/Guardians are responsible to:

1. Become familiar with school district rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their children;
2. Support safe riding and walking practices, and recognize that students are responsible for their actions;
3. Communicate safety concerns to their school administrators and support all efforts to improve school bus safety;
4. Monitor bus stops;
5. Have their children to the bus stop 5 minutes before the bus arrives;
6. Have their children properly dressed for the weather; and
7. Have a plan in case the bus is late.
8. Respect the rights and privileges of others.

### **IV. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES**

- A. School bus drivers shall have a valid Class A, B, or C Minnesota driver's license with a school bus endorsement. A person possessing a valid driver's license, without a school bus endorsement, may drive a type III vehicle set forth in Sections VII.B. and VII.C., below. Drivers with a valid Class D driver's license, without a school bus endorsement, may operate a "type A-I" school bus as set forth in Section VII.D., below.

- B. The school district shall conduct mandatory drug and alcohol testing of all school district bus drivers and bus driver applicants in accordance with state and federal law and school district policy.
- C. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver's license and who is convicted of a criminal offense, a serious traffic violation, or of violating any other state or local law relating to motor vehicle traffic control, other than a parking violation, in any type of motor vehicle in a state or jurisdiction other than Minnesota, shall notify the Minnesota Division of Driver and Vehicle Services (Division) of the conviction within 30 days of the conviction. For purposes of this paragraph, a "serious traffic violation" means a conviction of any of the following offenses:
1. excessive speeding, involving any single offense for any speed of 15 miles per hour or more above the posted speed limit;
  2. reckless driving;
  3. improper or erratic traffic lane changes;
  4. following the vehicle ahead too closely;
  5. a violation of state or local law, relating to motor vehicle traffic control, arising in connection with a fatal accident;
  6. driving a commercial vehicle without obtaining a commercial driver's license or without having a commercial driver's license in the driver's possession;
  7. driving a commercial vehicle without proper class of commercial driver's license and/or endorsements for the specific vehicle group being operated or for the passengers or type of cargo being transported;
  8. a violation of a state or local law prohibiting texting while driving commercial vehicle;  
and
  9. a violation of a state or local law prohibiting the use of a hand-held mobile telephone while driving a commercial vehicle.
- D. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver's license and who is convicted of violating, in any type of motor vehicle, a Minnesota state or local law relating to motor vehicle traffic control, other than a parking violation, shall notify the person's employer of the conviction within 30 days of conviction. The notification shall be in writing.

- E. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a Minnesota commercial driver’s license suspended, revoked, or canceled by the state of Minnesota or any other state or jurisdiction and who loses the right to operate a commercial vehicle for any period or who is disqualified from operating a commercial motor vehicle for any period shall notify the person’s employer of the suspension, revocation, cancellation, lost privilege, or disqualification. Such notification shall be made before the end of the business day following the day the employee received notice of the suspension, revocation, cancellation, lost privilege, or disqualification. The notification shall be in writing and shall contain all the information set forth in Attachment B accompanying this policy.
- F. A person who operates a type III vehicle and who sustains a conviction as described in Section VII.C.1.g. (i.e., driving while impaired offenses), VII.C.1.h. (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor), or VII.C.1.i. (multiple moving violations) while employed by the entity that owns, leases, or contracts for the school bus, shall report the conviction to the person’s employer within 10 days of the date of the conviction. The notification shall be in writing and shall contain all the information set forth in Attachment C accompanying this policy.

**V. SCHOOL BUS DRIVER TRAINING**

A. Training

- 1. All new school bus drivers shall be provided with pre-service training, including in-vehicle (actual driving) instruction, before transporting students and shall meet the competency testing specified in the Minnesota Department of Public Safety Model School Bus Driver Training Manual. All school bus drivers shall receive in-service training annually. For purposes of this section, “annually” means at least once every 380 days from the initial or previous evaluation and at least once every 380 days from the initial or previous license verification. The school district shall retain on file an annual individual school bus driver “evaluation certification” form for each school district driver as contained in the Model School Bus Driver Training Manual.
- 2. All bus drivers operating a type III vehicle will be provided with annual training and certification as set forth in Section VII.C.1.b., below, by either the school district or the entity from whom such services are contracted by the school district.

B. Evaluation

School bus drivers with a Class D license will be evaluated annually and all other bus drivers will be assessed periodically for the following competencies:

- 1. safely operate the type of school bus the driver will be driving;

2. understand student behavior, including issues relating to students with disabilities;
3. ensure orderly conduct of students on the bus and handling incidents of misconduct appropriately;
4. know and understand relevant laws, rules of the road, and local school bus safety policies;
5. handle emergency situations; and
6. safely load and unload students.

The evaluation must include completion of an individual “school bus driver evaluation form” (road test evaluation) as contained in the Model School Bus Driver Training Manual.

## VI. OPERATING RULES AND PROCEDURES

### A. General Operating Rules

1. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School Bus Driver Training Manual.
2. Only students assigned to the school bus by the school district shall be transported. The number of students or other authorized passengers transported in a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.
3. The parent/guardian may designate, pursuant to school district policy, a day care facility, respite care facility, the residence of a relative, or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet all other eligibility requirements.
4. Bus drivers must minimize, to the extent practical, the idling of school bus engines and exposure of children to diesel exhaust fumes.
5. To the extent practical, the school district will designate school bus loading/unloading zones at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems.
6. A bus driver may not operate a school bus while communicating over, or otherwise operating, a cellular phone for personal reasons, whether hand-held or hands free,

when the vehicle is in motion. For purposes of this paragraph, “school bus” has the meaning given in Minn. Stat. § 169.011, Subd. 71. In addition, “school bus” also includes type III vehicles when driven by employees or agents of the school district. “Cellular phone” means a cellular, analog, wireless, or digital telephone capable of sending or receiving telephone or text messages without an access line for service.

B. Type III Vehicles

1. Type III vehicles are restricted to passenger cars, station wagons, vans, and buses having a maximum manufacturer’s rated seating capacity of 10 or fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of 10 or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.
2. Type III vehicles must be painted a color other than national school bus yellow.
3. Type III vehicles shall be state inspected in accordance with legal requirements.
4. Vehicles model year 2007 or older must not be used as type III vehicles to transport school children, except those vehicles that are manufactured to meet the structural requirements of federal motor vehicle safety standard 222, Code of Federal Regulations, title 49, part 571.
5. If a type III vehicle is school district owned, the school district name will be clearly marked on the side of the vehicle. The type III vehicle must not have the words “school bus” in any location on the exterior of the vehicle or in any interior location visible to a motorist.
6. A “type III vehicle” must not be outwardly equipped and identified as a type A, B, C, or D bus.
7. Eight-lamp warning systems and stop arms must not be installed or used on type III vehicles.
8. Type III vehicles must be equipped with mirrors as required by law.
9. Any type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any type III vehicle used to transport students must not load or unload so that a student has to cross the road, except where not possible or impractical, then the driver or assistant must escort a student across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.

10. Any type III vehicle used to transport students must carry emergency equipment including:
    - a. Fire extinguisher. A minimum of one 10BC rated dry chemical type fire extinguisher is required. The extinguisher must be mounted in a bracket, and must be located in the driver's compartment and be readily accessible to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.
    - b. First aid kit and body fluids cleanup kit. A minimum of a 10-unit first aid kit and a body fluids cleanup kit is required. They must be contained in removable, moisture- and dust-proof containers mounted in an accessible place within the driver's compartment and must be marked to indicate their identity and location.
    - c. Passenger cars and station wagons may carry a fire extinguisher, a first aid kit, and warning triangles in the trunk or trunk area of the vehicle if a label in the driver and front passenger area clearly indicates the location of these items.
  11. Students will not be regularly transported in private vehicles that are not state inspected as type III vehicles. Only emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of 10 or fewer without meeting the requirements for a type III vehicle. Also, parents may use a private vehicle to transport their own children under a contract with the district. The school district has no system of inspection for private vehicles.
  12. All drivers of type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not knowingly allow a person to operate a type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.
  13. Type III vehicles will be equipped with child passenger restraints, and child passenger restraints will be utilized to the extent required by law.
- C. Type III Vehicle Driven by Employees with a Driver's License Without a School Bus Endorsement
1. The holder of a Class A, B, C, or D driver's license, without a school bus endorsement, may operate a type III vehicle, described above, under the following conditions:
    - a. The operator is an employee of the entity that owns, leases, or contracts for the school bus, which may include the school district.

- b. The operator’s employer, which may include the school district, has adopted and implemented a policy that provides for annual training and certification of the operator in:
  - (1) safe operation of a type III vehicle;
  - (2) understanding student behavior, including issues relating to students with disabilities;
  - (3) encouraging orderly conduct of students on the bus and handling incidents of misconduct appropriately;
  - (4) knowing and understanding relevant laws, rules of the road, and local school bus safety policies;
  - (5) handling emergency situations;
  - (6) proper use of seat belts and child safety restraints;
  - (7) performance of pre trip vehicle inspections;
  - (8) safe loading and unloading of students, including, but not limited to:
    - (a) utilizing a safe location for loading and unloading students at the curb, on the nontraffic side of the roadway, or at off-street loading areas, driveways, yards, and other areas to enable the student to avoid hazardous conditions;
    - (b) refraining from loading and unloading students in a vehicular traffic lane, on the shoulder, in a designated turn lane, or a lane adjacent to a designated turn lane;
    - (c) avoiding a loading or unloading location that would require a student to cross a road, or ensuring that the driver or an aide personally escort the student across the road if it is not reasonably feasible to avoid such a location;
    - (d) placing the type III vehicle in “park” during loading and unloading;
    - (e) escorting a student across the road under clause (c) only after the motor is stopped, the ignition key is removed, the brakes are set, and the vehicle is otherwise rendered immobile; and

- (9) compliance with paragraph V.F. concerning reporting convictions to the employer within 10 days of the date of conviction.
- c. A background check or background investigation of the operator has been conducted that meets the requirements under Minn. Stat. § 122A.18, Subd. 8, or Minn. Stat. § 123B.03 for school district employees; Minn. Stat. § 144.057 or Minn. Stat. Ch. 245C for day care employees; or Minn. Stat. § 171.321, Subd. 3, for all other persons operating a type III vehicle under this section.
- d. Operators shall submit to a physical examination as required by Minn. Stat. § 171.321, Subd. 2.
- e. The operator's employer requires pre employment drug testing of applicants for operator positions. Current operators must comply with the employer's policy under Minn. Stat. § 181.951, Subds. 2, 4, and 5. Notwithstanding any law to the contrary, the operator's employer may use a breathalyzer or similar device to fulfill random alcohol testing requirements.
- f. The operator's driver's license is verified annually by the entity that owns, leases, or contracts for the type III vehicle as required by Minn. Stat. § 171.321, Subd. 5.
- g. A person who sustains a conviction, as defined under Minn. Stat. § 609.02, of violating Minn. Stat. § 169A.25, § 169A.26, § 169A.27 (driving while impaired offenses), or § 169A.31 (alcohol-related school bus driver offenses), or whose driver's license is revoked under Minn. Stat. §§ 169A.50 to 169A.53 of the implied consent law, or who is convicted of violating or whose driver's license is revoked under a similar statute or ordinance of another state, is precluded from operating a type III vehicle for 5 years from the date of conviction.
- h. A person who has ever been convicted of a disqualifying offense as defined in Minn. Stat. § 171.3215, Subd.1(c), (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor) may not operate a type III vehicle.
- i. A person who sustains a conviction, as defined under Minn. Stat. § 609.02, of a moving offense in violation of Minn. Stat. Ch. 169 within 3 years of the first of 3 other moving offenses is precluded from operating a type III vehicle for 1 year from the date of the last conviction.

- j. Students riding the type III vehicle must have training required under Minn. Stat. § 123B.90, Subd. 2 (See Section II.B., above).
          - k. Documentation of meeting the requirements listed in this section must be maintained under a separate file at the business location for each type III vehicle operator. The school district or any other entity that owns, leases, or contracts for the type III vehicle operating under this section is responsible for maintaining these files for inspection.
  2. The type III vehicle must bear a current certificate of inspection issued under Minn. Stat. § 169.451.
  3. An employee of the school district who is not employed for the sole purpose of operating a type III vehicle may, in the discretion of the school district, be exempt from paragraphs VII.C.1.d. (physical examination) and VII.C.1.e. (drug testing), above.
- D. Type A-I “Activity” Buses Driven by Employees with a Driver’s License Without a School Bus Endorsement
1. The holder of a Class D driver’s license, without a school bus endorsement, may operate a type A-I school bus or a Multifunction School Activity Bus (MFSAB) under the following conditions:
    - a. The operator is an employee of the school district or an independent contractor with whom the school district contracts for the school bus and is not solely hired to provide transportation services under this paragraph.
    - b. The operator drives the school bus only from points of origin to points of destination, not including home-to-school trips to pick up or drop off students.
    - c. The operator is prohibited from using the 8-light system if the vehicle is so equipped.
    - d. The operator has submitted to a background check and physical examination as required by Minn. Stat. § 171.321, Subd. 2.
    - e. The operator has a valid driver’s license and has not sustained a conviction of a disqualifying offense as set forth in Minn. Stat. § 171.02, Subd. 2a(h) - 2a(j).
    - f. The operator has been trained in the proper use of child safety restraints as set forth in the National Highway Traffic Safety Administration’s “Guideline for the Safe Transportation of Preschool Age Children in School Buses,” if child

safety restraints are used by passengers, in addition to the training required in Section VI., above.

- g. The bus has a gross vehicle weight rating of 14,500 pounds or less and is designed to transport 15 or fewer passengers, including the driver.
2. The school district shall maintain annual certification of the requirements listed in this section for each Class D license operator.
3. A school bus operated under this section must bear a current certificate of inspection.
4. The word "School" on the front and rear of the bus must be covered by a sign that reads "Activities" when the bus is being operated under authority of this section.

## VII. SCHOOL DISTRICT EMERGENCY PROCEDURES

- A. If possible, school bus drivers or their supervisors shall call "911" or the local emergency phone number in the event of a serious emergency.
- B. School bus drivers shall meet the emergency training requirements contained in Unit III "Crash & Emergency Preparedness" of the Minnesota Department of Public Safety Model School Bus Driver Training Manual. This includes procedures in the event of a crash (accident).
- C. School bus drivers and bus assistants for special education students requiring special transportation service because of their handicapping condition shall be trained in basic first aid procedures, shall within 1 month after the effective date of assignment participate in a program of in-service training on the proper methods for dealing with the specific needs and problems of students with disabilities, assist students with disabilities on and off the bus when necessary for their safe ingress and egress from the bus; and ensure that protective safety devices are in use and fastened properly.
- D. Emergency Health Information shall be maintained on the school bus **or readily available by dispatch** for students requiring special transportation service because of their handicapping condition. The information shall state:
  1. the student's name and address;
  2. the nature of the student's disabilities;
  3. emergency health care information; and
  4. the names and telephone numbers of the student's physician, parents, guardians, or

custodians, and some person other than the student's parents or custodians who can be contacted in case of an emergency.

### VIII. SCHOOL DISTRICT VEHICLE MAINTENANCE STANDARDS

- A. All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the school district.
- B. All school vehicles shall be state inspected in accordance with legal requirements.
- C. A copy of the current daily pre-trip inspection report must be carried in the bus. Daily pre-trip inspections shall be maintained on file in accordance with the school district's record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.
- D. Daily post-trip inspections shall be performed to check for any children or lost items remaining on the bus and for vandalism.

### IX. SCHOOL TRANSPORTATION SAFETY DIRECTOR

The school board has designated an individual to serve as the school district's school transportation safety director. The school transportation safety director shall have day-to-day responsibility for student transportation safety, including transportation of nonpublic school children when provided by the school district. The school transportation safety director will assure that this policy is periodically reviewed to ensure that it conforms to law. The school transportation safety director shall certify annually to the school board that each school bus driver meets the school bus driver training competencies required by Minn. Stat. § 171.321, Subd. 4. The transportation safety director also shall annually verify or ensure that the private contractor utilized by the school has verified the validity of the driver's license of each employee who regularly transports students for the school district in a type A, B, C, or D school bus, type III vehicle, or MFSAB with the National Driver Register or the Department of Public Safety. Upon request of the school district superintendent or the superintendent of the school district where nonpublic students are transported, the school transportation safety director also shall certify to the superintendent that students have received school bus safety training in accordance with state law. The name, address and telephone number of the school transportation safety director are on file in the school district office. Any questions regarding student transportation or this policy may be addressed to the school transportation safety director.

***Note: The Model School Bus Driver Training Manual is available online through the Minnesota Department of Public Safety State Patrol web page.***

***Legal References:*** Minn. Stat. § 122A.18, Subd. 8 (Board to Issue Licenses)  
Minn. Stat. § 123B.03 (Background Check)  
Minn. Stat. § 123B.42 (Textbooks; Individual Instructor or Cooperative Learning Material; Standard Tests)

**WAYZATA PUBLIC SCHOOLS**

**Independent School District 284**

**Wayzata, Minnesota**

Minn. Stat. § 123B.88 (Independent School Districts; Transportation)  
Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)  
Minn. Stat. § 123B.90 (School Bus Safety Training)  
Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)  
Minn. Stat. § 123B.935 (Active Transportation Safety Training)  
Minn. Stat. § 144.057 (Background Studies on Licensees and Other Personnel)  
Minn. Stat. Ch. 169 (Traffic Regulations)  
Minn. Stat. § 169.011, Subds. 15, 16, and 71 (Definitions)  
Minn. Stat. § 169.02 (Scope)  
Minn. Stat. § 169.443 (Safety of School Children; Bus Driver's Duties)  
Minn. Stat. § 169.446, Subd. 2 (Driver Training Programs)  
Minn. Stat. § 169.451 (Inspecting School and Head Start Buses; Rules; Misdemeanor)  
Minn. Stat. § 169.454 (Type III Vehicle Standards)  
Minn. Stat. § 169.4582 (Reportable Offense on School Buses)  
Minn. Stat. §§ 169A.25-169A.27 (Driving While Impaired)  
Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)  
Minn. Stat. §§ 169A.50-169A.53 (Implied Consent Law)  
Minn. Stat. § 171.02, Subds. 2, 2a, and 2b (Licenses; Types, Endorsements, Restrictions)  
Minn. Stat. § 171.168 (Notification of Conviction for Violation by a Commercial Driver)  
Minn. Stat. § 171.169 (Notification of Suspension of License of Commercial Driver)  
Minn. Stat. § 171.321 (Qualifications of School Bus Driver)  
Minn. Stat. § 171.3215, Subd. 1(c) (Canceling Bus Endorsement for Certain Offenses)  
Minn. Stat. § 181.951 (Authorized Drug and Alcohol Testing)  
Minn. Stat. Ch. 245C (Human Services Background Studies)  
Minn. Stat. § 609.02 (Definitions)  
Minn. Rules Parts 7470.1000-7470.1700 (School Bus Inspection)  
49 C.F.R. § 383.31 (Notification of Convictions for Driver Violations)  
49 C.F.R. § 383.33 (Notification of Driver's License Suspensions)  
49 C.F.R. § 383.5 (Transportation Definitions)  
49 C.F.R. Part 571 (Federal Motor Vehicle Safety Standards)

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## **511 STUDENT RECORDS**

### **I. PURPOSE**

The purpose of this policy is to set forth the responsibility of Independent School District 284 regarding the collection, maintenance, and dissemination of student records and the protection of the privacy rights of students as provided in federal law and state statutes.

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

Student records are collected for a variety of purposes by the School District. To protect the welfare of students and preserve their right to privacy, these records are not generally of a public nature. Student records or copies of student records are therefore, to be made available only in accordance with the terms of Policy 511, and in accordance with applicable provisions of state and federal laws, rules and regulations.

The following procedures and policies regarding the protection and privacy of parents and students are adopted by the school district, pursuant to the requirements of 20 U.S.C. § 1232g, et seq., (Family Educational Rights and Privacy Act (FERPA)) 34 C.F.R. Part 99 and consistent with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and Minn. Rules Parts 1205.0100-1205.2000.

### **III. DIRECTORY INFORMATION**

Directory Information is that which is available to the public upon written request.

Under Minnesota law, a school district may not designate a student's home address, telephone number, email address, or other personal contact information as "directory information."

This classification includes official records that includes:

1. Student name\*
2. Student photos for school-approved publication
3. Date of birth
4. Participation in officially recognized activities and sports
5. Weight and height of members of athletic teams
6. Dates of attendance
7. Degrees and awards received
8. Most recent previous educational agency or institution attended by student
9. Grade level

\*by default this information may include identifiable information about the parents/guardians

**Legal References:** Minn. Stat. § 13.32, Subd. 5 (Directory Information)

**ADOPTED:** March 9, 1970  
**AMENDED:** March 9, 1987  
**AMENDED:** July 11, 1988  
**AMENDED:** August 16, 2004  
**AMENDED:** April 11, 2005  
**AMENDED:** June 6, 2016  
**AMENDED:** February 10, 2020  
**AMENDED:** July 10, 2023  
**LAST REVIEWED:** July 10, 2023

## **511-R STUDENT RECORDS REGULATIONS**

### **I. COLLECTION, MAINTENANCE, AND DISCLOSURE**

The building principal shall be responsible for the collection, maintenance, and release or review of student records.

Public notice is to be disseminated annually informing parents, guardians, and adult students of their rights with regard to student records, the location of student records, and a copy of Policy 511.

### **II. EDUCATION RECORDS**

A. Education records means those records which:

1. are directly related to a student; and
2. are maintained by the school district or by a party acting for the school district.

B. What does not constitute an “education record”:

1. Records of instructional personnel which:
  - i. are in the sole possession of the maker of the record; and
  - ii. are not accessible or revealed to any other individual except a substitute teacher; and
  - iii. are destroyed at the end of the school year.
2. Records of a law enforcement unit of the school district, provided education records maintained by the school district are not disclosed to the unit, and the law enforcement records are:
  - i. maintained separately from education records;
  - ii. maintained solely for law enforcement purposes; and
  - iii. disclosed only to law enforcement officials of the same jurisdiction.

C. Records relating to an individual, including a student, who is employed by the school district which:

1. are made and maintained in the normal course of business;
2. relate exclusively to the individual in that individual’s capacity as an employee; and
3. are not available for use for any other purpose.

However, these provisions shall not apply to records relating to an individual in attendance at the school district who is employed as a result of his or her status as a student.

- D. Records relating to a student or eligible student, which are:
  - 1. made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in his or her professional or paraprofessional capacity or assisting in that capacity;
  - 2. made, maintained, or used only in connection with the provision of treatment to the student; and
  - 3. disclosed only to individuals providing the treatment; provided that the records can be personally reviewed by a physician or other appropriate professional of the student's choice. For the purpose of this definition, "treatment" does not include remedial educational activities or activities that are a part of the program of instruction within the school district.
- E. Records that only contain information about an individual after he or she is no longer a student at the school district and that are not directly related to the individual's attendance as a student.

### III. DEFINITIONS

- A. **Disclosure** - Means access or release or transfer of any part of the education record of a student to a third party.
- B. **Parent** – Includes a parent, guardian, or an individual acting as a parent of a student (surrogate parent) in the absence of a parent or guardian. It may be presumed that the parent has the authority to exercise the rights inherent in this policy and the laws referenced unless the School District (principal or designee) has been provided with evidence that there is a state law or court order governing such matters as divorce, separation or sole custody, or a legally binding document which provides to the contrary.
- C. **Student** - "Student" includes any individual who is or has been in attendance, enrolled, or registered at the school district and regarding whom the school district maintains education records. Student also includes applicants for enrollment or registration at the school district and individuals who receive shared time educational services from the school district.
- D. **Eligible Student** - "Eligible student" means a student who has attained eighteen (18) years of age or is attending an institution of post-secondary education.
- E. **Legitimate Educational Interest** – Legitimate educational interest includes interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student and student health and welfare. It includes a person's need to know in order to:
  - 1. Perform an administrative task required in the school or employee's contract or position description approved by the School Board;

2. Perform a supervisory or instructional task directly related to the student's education; or Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement or student financial aid.
- F. **School Official** – School official includes: (a) a person duly elected to the School Board; (b) a person employed by the School Board in an administrative, supervisory, instructional or other professional position; (c) a person employed by the School Board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and (d) a person employed by, or under contract to, the School Board to perform a special task such as a secretary, a clerk, an attorney or an auditor for the period of his or her performance as an employee or contractor.
- G. **Consent** – Written consent should be given by the student's parent(s) or guardian. When a student reaches 18 years of age, his/her consent and not that of the parents or guardian must be obtained to disclose education records. However, the parents of an eligible student who is also a “dependent student” are entitled to gain access to the education records of such student without first obtaining the consent of the student.

#### IV. COLLECTION OF DATA

##### A. Education Records

Data collected on students shall consist of that necessary for the administration and management of programs specifically authorized by the legislature, the School Board, or mandated by federal law. Consent from parent(s), guardian, or student if 18 years old, shall not be required for the collection of such data except in the case of legally required consent such as special education records.

The School District shall inform the parent(s), guardian, or student if 18 years old, of the type of records collected by the School District and the purpose for which they are used.

##### B. Summary Data

The School District may engage the services of qualified organizations to conduct such studies or surveys, or the School District may conduct such studies or surveys on its own behalf for the purpose of developing, validating, or administering tests, administering student aid programs, and improving instruction, provided that such studies or surveys are conducted in such a manner as will not permit personal identification of students and their parents by persons other than those involved in collecting the information. Such information will be destroyed when no longer needed for the purpose for which it was collected.

The School District shall inform parent(s), guardian, or student if 18 years old, of the type of summary data to be collected and the purpose for which it was collected.

**V. MAINTENANCE OF RECORDS**

**A. Directory Information**

The School District as well as each school shall maintain an official record of each enrolled student. This record shall be permanent and maintained by the School District for an indefinite period of time.

**B. Education Records**

Information defined as an education record shall be recorded separately from directory information but shall be a part of the official record for each student.

**VI. DISCLOSURE OF RECORDS**

**A. Disclosure of Directory Information**

“Directory Information” listed in Policy 511 may be made public without permission provided:

1. Public notice is given that said records will be public information unless parents of students or students 18 years of age or older notify the responsible authority or designee, in writing, that the above-listed directory information should not be released without prior consent.
2. Student data collected on home-schooled and private school students are private and will not be released unless requested in writing by a parent or student 18 years of age or older.

**B. Disclosure of Education Records**

1. Written consent from parent, guardian, or student if 18 years old shall not be required when:
  - i. School officials who have a legitimate educational interest in examining the student's records wish to review the education records of the student.
  - ii. The student moves from one level to another within the School District (elementary to middle school, etc.).
  - iii. An individual student transfers from one school to another within the School District.
  - iv. The educational record of a student or any portion thereof is requested by another school district, college, or other educational institution in which the student seeks or intends to enroll. The request should come from the appropriate office of the school or educational institution and not from a sub-organization such as a sorority, fraternity, athletic or other type of club.

- v. A student record is requested by judicial subpoena. In this case the parent, guardian, or student if 18 years old, shall be notified in writing of the release of the record and the reasons therefore.
2. Written consent by parent, guardian, or student if 18 years or older, shall be obtained by the building principal prior to the release or review of the student's educational record by:
  - i. Any person, office, or institution which has a legitimate interest in the student's records (parole officers, police liaison officers, psychiatrists, military, prospective employer, insurance agency).
  - ii. Written consent by parent, guardian, or student if 18 years or older, for release of record must specify the records to be released and to whom they are to be released. Each request for consent shall be made separately. No blanket permission for release of information shall be allowed.
  - iii. In cases of release of the education records with written consent, only a single copy of the student's education record shall be released to the agency, individual, or institution requesting the information.
3. Parent, guardian, or student if 18 years of age or older, shall have access to the education records of the student. Written requests for review of the student's records shall be made to the building principal by the parent(s), guardian, or student if 18 years or older. Such requests shall be honored immediately if possible, or within five (5) days of the date of request, excluding Saturdays, Sundays, and legal holidays. If compliance with the request cannot be made within that time, the individual making the request shall be so informed. The building principal may have an additional five (5) days within which to comply with the request, excluding Saturdays, Sundays, and legal holidays.
4. Although access to an education record cannot be denied to a parent, guardian, or student 18 years of age or older, a request by the aforementioned may be denied by the responsible authority or designee under the following circumstances:
  - i. If the request is not in writing.
  - ii. If the individual submitting the request is incoherent or obviously incapacitated from the consumption of alcohol or other chemicals.
  - iii. If the request is submitted at a time other than working hours, or at a place other than the building where the records are kept.
  - iv. If the responsible authority or designee has been provided with evidence that there is a legally binding instrument, or a state law or court order governing such matters as divorce, separation or custody, which precludes the rights of a parent to access to or copies educational records.
5. Fees for copies of the records shall may be accessed at the district rate.

## VII. RECORD OF DISCLOSURE

- A. A record must be kept which shall list all persons, agencies, or organizations requesting disclosure of a student's educational records. The record must also indicate a legitimate interest of the party making the request.
- B. This requirement does not apply to requests for disclosure by teachers or other school personnel who have a legitimate interest in a student's record. Requests for review by parent(s), guardian, and/or student shall be listed only for purposes of providing a record or the frequency of such requests.

## VIII. CHALLENGING ACCURACY OF EDUCATIONAL RECORDS

- A. A parent, guardian, or student if 18 years of age or older, may contest the accuracy or the completeness of the educational records. Such challenge shall be made in writing and shall describe the nature of such disagreement.
  - i. In case of challenge, an informal conference shall be held to examine the student's record in regard to the challenged information. Participants in the conference shall be selected by the building principal and be composed of staff members, specialists, other professional individuals whose knowledge and expertise the principal considers essential in the resolution of the matter, and shall include the individual who has submitted the written challenge.
  - ii. If, as a result of the conference, the School District finds that the challenged portion of the student's record is incorrect, that shall be amended or corrected and the parent(s), guardian, or student shall be so informed.
  - iii. If, as a result of the conference, the School District finds that the challenged portion of the student's record is not inaccurate, it shall inform the individual who has submitted the challenge of their right to place in the student's folder a statement commenting on the reasons for disagreeing with the School District's disposition of the matter. This statement shall remain a part of the student's record and shall be subject to disclosure provisions as outlined in these guidelines.
  - iv. The school administration shall make every effort to resolve the issue within 30 days of the date of the written challenge.
  - v. A written record shall be kept of the challenge of accuracy, any conferences held, and any other action taken in this regard, all of which shall become a part of the student's record.

**B. The right to a hearing:**

If the conference procedure in Item VIII-A proves unsatisfactory, the parent(s), guardian, or eligible student shall be advised of the right to a hearing to challenge the content of the student's educational records. The hearing shall be conducted in accordance with federal law.

- i. If, as a result of the hearing, the School District decides that the contested portion is inaccurate, misleading, or otherwise in violation of privacy or other rights of student, it shall amend the records accordingly and so inform the parent(s), guardian, or eligible student.
- ii. If, as a result of the hearing, the School District decides that the information is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall inform the parent(s), guardian, or eligible student of the right to place a statement in the student's record commenting upon the information in the education records which is challenged and setting forth any reasons for disagreeing with the decision of the District.

**C. Any statement included as part of the education record of the student under the provisions of VIII-B-ii of this section shall:**

- i. Be maintained by the School District as part of the educational records of the student as long as the record or the contested portion thereof is maintained by the District; and
- ii. If the records of the student or the contested portion thereof are disclosed by the School District to any party, the statement shall be disclosed to that party.

**ADOPTED:** August 18, 1992

**AMENDED:** April 2, 2001

**AMENDED:** July 30, 2001

**AMENDED:** April 23, 2003

**AMENDED:** August 28, 2003

**AMENDED:** August 16, 2004

**MODIFIED:** April 11, 2005

**AMENDED:** September 21, 2005

**AMENDED:** June 6, 2016

**AMENDED:** February 10, 2020

**LAST REVIEWED:** July 10, 2023

## 532 EQUAL EDUCATIONAL OPPORTUNITY

### I. PURPOSE

The purpose of this policy is to ensure that equal educational opportunity is provided for all students of the school district.

### II. GENERAL STATEMENT OF POLICY

- A. It is the school district's policy to provide equal educational opportunity for all students.
- B. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, gender, marital status, parental status, status with regard to public assistance, disability, sexual orientation or age. The school district also makes reasonable accommodations for students with disabilities.
- C. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute violation of the school district's policy on harassment and violence and the school district's procedures for addressing such complaints, refer to the school district's policy on harassment and violence.
- D. This policy applies to all areas of education including academics, coursework, co-curricular and extracurricular activities, or other rights or privileges of enrollment.
- E. It is the responsibility of every school district employee to comply with this policy conscientiously.
- F. Any student, parent or guardian having any questions regarding this policy should discuss it with the appropriate school district official as provided by policy. In the absence of a specific designee, an inquiry or a complaint should be referred to the superintendent.
- G. The school district shall provide equal opportunity for members of each sex and to members of all races and ethnicities to participate in its athletic program.

**Legal References:** Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)  
Minn. Stat. § 121A.04 (Athletic Programs; Sex Discrimination)  
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)  
20 U.S.C. § 1681 et seq. (Title IX of the Education Amendments of 1972)  
42 U.S.C. § 12101 et seq. (Americans with Disabilities Act)

**WAYZATA PUBLIC SCHOOLS**

**Independent School District 284**

**Wayzata, Minnesota**

**ADOPTED:** October 13, 2014

**AMENDED:** December 12, 2016

**AMENDED:** July 10, 2023

**LAST REVIEWED:** July 10, 2023

## **532-R EQUAL EDUCATIONAL OPPORTUNITY REGULATIONS**

### **I. ATHLETICS**

As designated in Minn Statute 121A.04 (Athletic Programs; Sex Discrimination), in determining whether equal opportunity to participate in athletic programs is available for the purposes of this law, at least the following factors shall be considered to the extent that they are applicable to a given situation: whether the opportunity for males and females to participate in the athletic program reflects the demonstrated interest in athletics of the males and females in the student body of the educational institution; whether the opportunity for members of all races and ethnicities to participate in the athletic program reflects the demonstrated interest in athletics of members of all races and ethnicities in the student body of the educational institution; whether the variety and selection of sports and levels of competition effectively accommodate the demonstrated interests of members of each sex; whether the variety and selection of sports and levels of competition effectively accommodate the demonstrated interests of members of all races and ethnicities; the provision of equipment and supplies; scheduling of games and practice times; assignment of coaches; provision of locker rooms; practice and competitive facilities; and the provision of necessary funds for teams of one sex.

### **II. REPORTING PROCEDURES**

- A. The Executive Director of Human Resources is the School district human rights officer to receive reports, complaints or reports of unlawful discrimination toward a student.
- B. Any student who believes he or she has been the victim of unlawful discrimination by a teacher, administrator or other School district personnel, or any person with knowledge or belief of conduct which may constitute unlawful discrimination toward a student should report the alleged acts immediately to an appropriate School district official designated by these regulations or may file a report. The School district encourages the reporting party or complainant to use the report form available from the principal of each building or available from the School district office, but oral reports shall be considered complaints as well. Nothing in this policy shall prevent any person from reporting unlawful discrimination toward a student directly to a School district human rights officer or to the Superintendent.
- C. The building principal is the person responsible for receiving oral or written reports of unlawful discrimination toward a student at the building level. Any adult school district personnel who receive a report of unlawful discrimination toward a student shall inform the building principal immediately.

- D. Upon receipt of a report, the principal must notify the school district human rights officer immediately, without screening or investigating the report. The principal may request, but may not insist upon a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the principal to the human rights officer. If the report was given verbally, the principal shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any report or complaint of unlawful discrimination toward a student as provided herein may result in disciplinary action against the principal. If the complaint involves the building principal, the complaint shall be made or filed directly with the Superintendent or the school district human rights officer by the reporting party or complainant. If the complaint involves a human rights officer, the complaint shall be filed directly with the superintendent.
- E. The School Board hereby designates the Executive Director of Human Resources as the school district human rights officer to receive reports, complaints or grievances of unlawful discrimination toward a student. If the complaint involves a human rights officer, the complaint shall be filed directly with the Superintendent.
- F. The school district shall conspicuously post the name of the human rights officer, including office mailing addresses and telephone numbers.
- G. Submission of a good faith complaint or report of unlawful discrimination toward a student will not affect the complainant or reporter's future employment, grades or work assignments.
- H. Use of formal reporting forms is not mandatory.
- I. The school district will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the School district's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

## II. INVESTIGATION

- A. By authority of the school district, the human rights officer, upon receipt of a report, complaint or grievance alleging unlawful discrimination toward a student, shall promptly undertake or authorize an investigation. The investigation may be conducted by School district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- D. In addition, the school district may take immediate steps, its discretion, to protect the complainant, pupils, teachers, administrators or other school personnel pending completion of an investigation of alleged unlawful discrimination toward a student.
- E. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the School Board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

### **III. SCHOOL DISTRICT ACTION**

- A. Upon conclusion of the investigation and receipt of a report, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law and School district policies.
- B. The result of the school district's investigation of each complaint filed under these procedures will be reported in writing to the complainant by the school district in accordance with state and federal law regarding data or records privacy.

### **IV. REPRISAL**

- A. The school district will discipline or take appropriate action against any pupil, teacher, administrator or other school personnel who retaliates against any person who reports alleged unlawful discrimination toward a student or any person who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to such unlawful discrimination. Retaliation includes, but is not limited to any form of intimidation, reprisal or harassment.

**V. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES**

- A. These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights, initiating civil action or seeking redress under state criminal statutes and/or federal law, or contacting the Office of Civil Rights for the United States Department of Education.

**VI. COMMUNICATION OF POLICY AND EVALUATION**

- A. This policy shall be made available, on website or upon request, to all students, parents/guardians of students, staff members, employee unions and organizations.
- B. The school district shall review this policy and the school district's operation for compliance with state and federal laws prohibiting discrimination on a continuous basis.

**ADOPTED:** October 13, 2014

**AMENDED:** July 10, 2023

**LAST REVIEWED:** July 10, 2023

## 103 FACE COVERINGS

### I. PURPOSE

The purpose of this policy is to comply with applicable face covering recommendations from the Minnesota Department of Health (MDH) and the Minnesota Department of Education (MDE), along with guidance from the Centers for Disease Control and Prevention (CDC).

### II. GENERAL STATEMENT OF POLICY

- A. The District is committed to following the most current and medically informed guidance regarding face coverings. This policy and any corresponding regulations are subject to change based on public health guidance.
- B. On August 23, 2021 the Wayzata School Board approved the resolution, Health and Safety Measures for the 2021-2022 School Year. This resolution authorizes the Superintendent and his designee(s) to develop procedures and regulations related to face coverings and other mitigation strategies, and to move individual district schools and buildings between “mandatory masking,” “masking strongly recommended,” and “no current masking regulations” as needed to meet current local conditions.
- C. Therefore, the Wayzata School Board authorizes the Superintendent and his designee(s) to develop a set of regulations for students, staff, and visitors that meet all state and federal guidelines, and takes great consideration of the health recommendations from MDH, MDE, and the CDC.
- D. A violation of this policy occurs when any student, staff, or visitor fails to wear a face covering according to the current regulations and procedures, unless an exemption applies.

**ADOPTED:** August 10, 2020

**AMENDED:** February 22, 2021

**AMENDED:** May 10, 2021

**AMENDED:** June 1, 2021

**AMENDED:** June 14, 2021

**AMENDED:** August 25, 2021

**LAST REVIEWED:** August 25, 2021

## 103-R FACE COVERINGS REGULATIONS

### I. DEFINITION OF FACE COVERING

- A. A face covering, when worn properly, must cover the nose and mouth completely, should not be overly tight or restrictive, and should feel comfortable to wear. The following are included in the definition of face covering:
1. Paper or disposable mask;
  2. Cloth face mask;
  3. Scarf;
  4. Neck gaiter;
  5. Bandana;
  6. Religious face covering; and
  7. Medical-grade masks and respirators
- B. A face shield is a clear plastic barrier that covers the face and allows visibility of facial expressions and lip movements for speech perception. A face shield should extend below the chin anteriorly, to the ears laterally, and there should be no exposed gap between the forehead and the shield's headpiece.
- C. Masks that incorporate a valve designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, or vents are not sufficient face coverings because they allow exhaled droplets to be released into the air. The Minnesota Department of Health and the Centers for Disease Control provides guidance regarding acceptable face coverings and the proper way to wear face coverings.

### II. EXCEPTIONS AND ALTERNATIVES; TEMPORARY REMOVAL OF FACE COVERING

- A. Face coverings should not be placed on anyone under age 2, anyone who has trouble breathing or is unconscious, anyone who is incapacitated or otherwise unable to remove the face covering without assistance, or anyone who cannot tolerate a face covering due to a developmental, medical, or behavioral health condition.
- B. A face shield may be used as an alternative to a face covering in the following situations:
1. A student or staff member may wear a face shield in place of a face covering if there is a medical waiver in place.
  2. Staff, students, or visitors who cannot tolerate a face covering due to a

- developmental, medical, or behavioral health condition may wear a face shield instead of a face covering.
3. Staff providing direct support student services; and teachers, where the educational process may be hindered by a face covering; may wear a face shield instead of a face covering when that face covering would impede the service being provided.
- C. Masks are not required on weekends or Monday through Friday before 7:00 am and after 6:00 pm at elementary and middle school sites. Masks are not required on weekends or Monday through Friday before 7:30 am and after 3:30 pm at Wayzata High School.
- D. Staff, students, and other people present in school buildings, in district offices, or on school transportation vehicles may remove their face covering or face shield in the following situations:
1. When engaging in classes or activities conducted outdoors;
  2. While receiving a service, including nursing, medical, or personal care services, that cannot be performed or is difficult to perform when the individual receiving the service is wearing a face covering;
  3. When the wearer needs to remove their face covering to eat or drink, though care should be taken to maintain as much space as possible between people while doing so;
  4. During indoor practices or performances involving singing, acting, public speaking, or playing musical instruments where a face covering cannot be used while playing the instrument or participating in the activity, though people participating in these activities should maintain at least six feet of distance to the extent possible and follow current MDH recommendations;
  5. When required by school staff for the purposes of identification;
  6. When communicating with a person who is deaf or hard of hearing or has a disability, medical condition, or mental health condition that makes communication with a face covering difficult, provided that social distancing is maintained to the extent possible.
  7. Staff working alone in their offices, classrooms, vehicles, or job locations that have no person-to-person interaction.
  8. Staff, when alone in their office or classroom, or when in an individual cubical if able to maintain 6 feet of distance from others.

### III. IMPLEMENTATION

- A. This policy will be conspicuously posted in each school building and administrative office and communicated to students, staff, families, and potential visitors to the school building.
- B. The school district will provide face coverings and/or face shields to employees and students in Wayzata Kids childcare and for those using school transportation who are in need of one. Employees and students may choose to wear their own face covering as long as it covers the nose and mouth. To the extent practicable, the school district will maintain an extra supply of face coverings for people who forget to bring their face covering.
- C. The school district will teach and reinforce the use of face coverings and/or face shields for students and staff.
- D. Individuals who cannot tolerate a face covering due to a medical condition or disability related condition may be permitted to utilize alternative options such as a face shield or other reasonable accommodation. The Superintendent or designee, in following recommendations from the Center for Disease Control and Prevention (CDC) and the Minnesota Department of Health (MDH), shall have discretion to determine whether an employee, parent, or community member qualifies for a reasonable accommodation and if the accommodation is to be provided. For a student with a medical condition or disability, the student's education team (i.e. IEP team, Section 504 team, health plan team) will determine whether the student qualifies for a reasonable accommodation and the accommodation to be provided. As a condition to granting a reasonable accommodation, the school district may require an individual to provide a physician's note and/or other relevant information or with respect to the condition or circumstance. Requests for reasonable accommodations from the face covering requirement shall be assessed on a case-by-case basis in accordance with applicable federal and state law.
- E. All face coverings shall meet the requirements of applicable dress code policies and/or codes of conduct.

### IV. ENFORCEMENT; CONSEQUENCES FOR NON-COMPLIANCE

- A. In order to promote the health and safety of employees, students and members of the community, and make available a safe environment that is conducive to learning, compliance with this policy is necessary.
- B. Employees who fail or refuse to comply with this policy may be subject to discipline, as appropriate, up to and including the termination of employment.
- C. Students who fail or refuse to comply with this policy may be subject to discipline or removal from school property.

**WAYZATA PUBLIC SCHOOLS**

**Independent School District 284**

**Wayzata, Minnesota**

**ADOPTED:** August 10, 2020

**AMENDED:** February 22, 2021

**AMENDED:** May 10, 2021

**AMENDED:** June 1, 2021

**AMENDED:** June 14, 2021

**AMENDED:** August 25, 2021

**AMENDED:** September 9, 2021

**LAST REVIEWED:** September 9, 2021

## 104 EMPLOYEE VACCINATION, TESTING, AND FACE COVERING POLICY

### I. PURPOSE

The purpose of this policy is to act on mandatory vaccinations to safeguard the health of its employees from the hazard of COVID-19. This policy complies with the Occupational Safety and Health Administration’s (“OSHA”) Emergency Temporary Standard on Vaccination and Testing (29 CFR Part 1910, Subpart U) (“ETS”).

### II. DEFINITIONS

For purposes of this policy, the following definition applies:

#### A. “Fully vaccinated” means:

- i. A person’s status 2 weeks after completing primary vaccination with a COVID–19 vaccine with, if applicable, at least the minimum recommended interval between doses in accordance with the approval, authorization, or listing that is:
  - a. Approved or authorized for emergency use by the U.S. Food and Drug Administration (“FDA”);
  - b. Listed for emergency use by the World Health Organization (“WHO”); or
  - c. Administered as part of a clinical trial at a U.S. site, if the recipient is documented to have primary vaccination with the active (not placebo) COVID–19 vaccine candidate, for which vaccine efficacy has been independently confirmed (e.g., by a data and safety monitoring board) or if the clinical trial participant at U.S. sites had received a COVID–19 vaccine that is neither approved nor authorized for use by FDA but is listed for emergency use by WHO; or
- ii. A person’s status 2 weeks after receiving the second dose of any combination of two doses of a COVID–19 vaccine that is approved or authorized by the FDA, or listed as a two-dose series by the WHO (i.e., a heterologous primary series of such vaccines, receiving doses of different COVID–19 vaccines as part of one primary series). The second dose of the series

must not be received earlier than 17 days (21 days with a 4-day grace period) after the first dose

- B. **“COVID-19 test”** means a test for SARS-CoV-2 that is:
- i. Cleared, approved, or authorized, including in an Emergency Use Authorization (“EUA”), by the FDA to detect current infection with the SARSCoV-2 virus (e.g., a viral test);
  - ii. Administered in accordance with the authorized instructions; and
  - iii. Not both self-administered and self-read unless observed by the school district or an authorized telehealth proctor. Examples of tests that satisfy this requirement include tests with specimens that are processed by a laboratory (including home or on-site collected specimens which are processed either individually or as pooled specimens), proctored over-the-counter tests, point of care tests, and tests where specimen collection and processing is either done or observed by the school district. District employees will be expected to participate in the onsite Asymptomatic testing. If an employee wishes to test at a different location, permission must be obtained from Human Resources.
- C. **“Face covering”** - Please refer to District Policy 103-R.

### III. SCOPE

- A. **Only in Effect if Legally Required.** This policy will only be in effect if OSHA or Minnesota OSHA are enforcing the ETS and the District or its employees could be subject to sanctions for noncompliance with the ETS. This school district will not enforce the provisions of this policy if the ETS is expired, subject to a court order staying its implementation, or otherwise not legally binding on the school district.
- B. **Application to All Employees.** This policy applies to all employees of the school district, except for employees who do not report to a workplace where other individuals (such as students, coworkers, or visitors) are present; employees while working from home; and employees who work exclusively outdoors.
- C. **Application to Independent Contractors and Volunteers.** Independent contractors and volunteers are not considered school district employees for purposes of this policy. Independent contractors and volunteers will be required to comply with COVID-19 mitigation protocols established for building visitors.

D. **Intersection with Other Policies and Procedures.** If this policy or any subsection of this policy conflicts with any other school district policy or procedure, this policy will be followed.

#### IV. VACCINATION

A. **Employee Choice.** The school district is not imposing a vaccine mandate for its employees in order to comply with the requirements of the ETS. Employees may choose to be vaccinated against COVID-19. Any employee not fully vaccinated by January 14, 2022 will be subject to the weekly testing and face covering requirements of this policy until they become fully vaccinated. The face covering requirements set forth in this policy will remain consistent with Board Policy 103-R and will work in conjunction with the face covering requirement in the ETS which is legally enforceable against the school district, whichever occurs later. Weekly testing requirements set forth in this policy will begin no later than January 31, 2022-or when the testing requirements set forth in the ETS become legally enforceable against the school district, whichever occurs later.

B. **Deadlines.** To be considered fully vaccinated by January 14, 2022, an employee must receive the final dose of a primary COVID-19 vaccination by no later than December 31, 2021.

C. **Vaccine Availability.** Employees are responsible for scheduling their own vaccination appointments. Employees may schedule a vaccination appointment through their own medical provider, local pharmacies, mass-vaccination clinics, community vaccination sites, or any other place where COVID-19 vaccines are offered. Information about vaccination locations is available through Minnesota's COVID-19 Response webpage at: <https://mn.gov/covid19/vaccine/find-vaccine/locations/index.jsp>.

D. **Time to Receive Vaccination.** The school district will provide a reasonable amount of time to each employee to receive their primary vaccination dose or doses. An employee may take up to four hours of paid duty time, at the employee's regular rate of pay, per primary vaccination dose to travel to a vaccination site, receive a vaccination, and return to work. This means a maximum of eight hours of paid duty time for employees receiving two primary vaccine doses.

- i. If an employee spends less time getting the vaccine, only the amount of paid duty time needed for a primary vaccination appointment will be granted. Given the widespread availability of the COVID-19 vaccine in Minnesota, the school district expects employees to schedule vaccination appointments in a way that minimizes the need to be absent from work.

- ii. Employees who take longer than four hours to get the vaccine must contact their supervisor immediately and must explain the reason for the additional time (e.g., they may need to travel long distances to get the vaccine). Any additional time requested will be granted, if reasonable, but will not be paid. In that situation, the employee can elect to use accrued paid leave to cover the additional time needed to obtain a primary vaccination dose.
- iii. If an employee is vaccinated outside of their approved duty time, the employee will not be compensated.
- iv. The school district will not reimburse employees for transportation costs (e.g., gas money, train/bus fare, etc.) incurred to receive the vaccination.

E. **Time for Recovery.** The school district will provide reasonable time and paid sick leave to employees who are unable to work due to side effects experienced following any primary vaccination doses.

- i. The school district will provide no more than two days of paid leave per primary vaccination dose for employees who are unable to work due to vaccination side effects. Any request for additional leave will be governed by the school district's established procedures for requesting a medical leave.
- ii. Employees who have available accrued sick leave or personal leave will be required to use their available accrued leave for recovery time. Employees who have no sick leave will be granted up to two days of paid sick leave immediately following each dose, if necessary for the employee to recover from side effects.
- iii. The following procedures apply for requesting and granting duty time to obtain the COVID-19 vaccine or sick leave to recover from side effects:
  - a. If an employee has available accrued leave, the employee must report the use of leave for vaccine side effects in the same manner as the employee would ordinarily report leave due to personal illness.
  - b. If an employee does not have sufficient accrued sick leave to cover the time period needed to recover from side effects of the vaccination, the employee must notify their supervisor upon learning of the need for leave. The school district will provide up to two days of paid leave if the employee is unable to work due to side effects from a primary vaccination dose.

## V. REPORTING VACCINATION STATUS

- A. **Obligation to Report.** All employees are required to report their vaccination status and, if vaccinated, provide proof of vaccination as set forth in this section. Employees must provide truthful and accurate information about their COVID-19 vaccination status. Employees who do not comply with this policy may be subject to discipline. Vaccination status information must be reported to the school district by the deadline set forth by school district administration. This deadline will be based on the date the ETS will be legally enforceable against the school district. In order to comply with this reporting requirement, employees must provide proof of their vaccination status, including whether they are fully or partially vaccinated. Acceptable forms of proof are outlined below. Employees who are not vaccinated must also report their vaccination status.
- B. **Reporting.** The superintendent will be responsible for developing a system through which employees will report their vaccination status.
- C. **Proof of Vaccination.** All vaccinated employees are required to provide proof of vaccination status, regardless of where they received their vaccination.
- i. Acceptable “proof of vaccination status” includes:
    - a. The record of immunization from a health care provider or pharmacy;
    - b. A copy of a COVID-19 Vaccination Record Card;
    - c. A copy of medical records documenting the vaccination;
    - d. A copy of immunization records from a public health, state, or tribal immunization information system; or
    - e. A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) administering the vaccine(s).
  - ii. Proof of vaccination generally should include the employee’s name, the type of vaccine administered, the date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) that administered the vaccine. In some cases, state

immunization records may not include one or more of these data fields, such as clinic site. In those circumstances, the school district will still accept the state immunization record as acceptable proof of vaccination

- iii. Employees may submit a physical copy of a vaccination record or employees may provide a digital copy, including, for example, a digital photograph, scanned image, or PDF of such a record that clearly and legibly displays the necessary vaccination information.
- iv. An employee who does not possess their COVID-19 vaccination record card (e.g. because it was lost or stolen) should contact their vaccination provider to obtain a new copy or other acceptable documentation of their vaccination status. If the employee is unable to produce acceptable proof of vaccination after contacting the vaccine provider, then they may attest to their vaccination as described below.
- v. In instances where an employee is unable to produce acceptable proof of vaccination status, the employee may submit a signed and dated statement by the employee:
  - a. Attesting to the employee's vaccination status (fully vaccinated or partially vaccinated);
  - b. Attesting that the employee has lost or are otherwise unable to produce proof of vaccination; and
  - c. Including the following language in the attestation: "I declare that this statement about my vaccination status is true and accurate. I understand that knowingly providing false information regarding my vaccination status on this form may subject me to criminal penalties."

An employee who attests to their vaccination status should, to the best of their recollection, include the following information in their attestation: the type of vaccine administered; date(s) of administration; and the name of the healthcare professional(s) or clinic site(s) administering the vaccine(s).

**D. Treated as Unvaccinated if No Proof or Attestation.** An employee who does not provide acceptable proof of vaccination status, or an attestation, is treated as not fully vaccinated for purposes of this policy.

- E. **Penalty for Providing False Information.** Employees are prohibited from knowingly supplying false statements or documentation regarding their vaccination status under 18 U.S.C. § 1001 and section 17(g) of the Occupational Safety and Health Act (“OSH Act”). Employees who violate those laws may be subject to criminal penalties.
- F. **Recordkeeping.** The school district will maintain a roster of each employee’s vaccination status and maintain records of acceptable proof of vaccination for each employee who is fully vaccinated or partially vaccinated. These records are considered to be employee medical records, and will be maintained in a confidential manner as required by law.

## VI. FACE COVERINGS

A. **Mandatory if Not Fully Vaccinated.** Beginning Monday, December 6, 2021 or when the ETS is legally enforceable against the school district, whichever occurs later, any employee who is not fully vaccinated must wear a face covering over their nose and mouth while indoors at school or while in a school vehicle while occupied by any other passengers. Employees must replace their face covering if it becomes wet, soiled, or damaged (e.g., ripped, has holes, or has broken ear loops). Please reference District Policy 103-R.

B. **Exceptions to Face Covering Requirement.** Any employee who is not fully vaccinated does not have to wear a face covering:

- i. When the employee is alone in a room with floor to ceiling walls and a closed door;
- ii. For a limited time while the employee is eating or drinking at the workplace or for identification purposes in compliance with safety and security requirements;
- iii. When the employee is wearing a “respirator” or “facemask”, as defined by the ETS;
- iv. Where the school district has advised the employee a face covering is not required because it has determined that the use of face coverings is infeasible or creates a greater hazard (e.g., when it is important to see the employee’s mouth for reasons related to their job duties, when the work requires the use of the employee’s uncovered mouth, or when the use of a face covering presents a risk of serious injury or death to the employee.)

C. **Cost for Face Coverings.** Employees are generally responsible for acquiring their own face coverings. The school district will not pay or reimburse employees for any costs associated with acquiring their own face coverings.

## VII. COVID-19 TESTING

A. **Test Requirement.** Beginning Tuesday, January 24, 2022 or the date on which the mandatory testing requirement in the ETS becomes legally enforceable against the school district, whichever occurs later, any employee who is not fully vaccinated must participate in weekly COVID-19 testing. Any employee who is not fully vaccinated and who reports to the workplace at least once every seven days:

- i. Must be tested for COVID-19 at least once every seven days; and
- ii. Must provide documentation of the most recent COVID-19 test result to the school district no later than the seventh day following the date on which the employee last provided a test result.

The superintendent is responsible for developing a protocol for employees to report COVID-19 test results and will communicate the protocol to all employees.

B. **Testing Following Longer Absences.** Any employee who is not fully vaccinated and who does not report to the workplace during a period of seven or more days:

- i. Must be tested for COVID-19 within seven days prior to returning to the workplace; and
- ii. Must provide documentation of that COVID-19 test result to the school district in the manner to be determined by the superintendent upon return to the workplace.

C. **Failure to Provide Test Result.** If an employee who is not fully vaccinated does not provide documentation of a COVID-19 test result as required by this policy, they will be removed from the workplace until they provide a test result.

D. **Exemption for Recent Infection.** Employees who are not fully vaccinated and who have received a positive COVID-19 test, or have been diagnosed with COVID-19 by a licensed healthcare provider, are not required to undergo COVID-19 testing for 90 days following the date of their positive test or diagnosis.

**E. Record of Testing.** The District will maintain a record of each test result provided by each employee under this policy. These records are considered to be employee medical records and will be maintained in a confidential manner as required by law.

**F. Cost of Testing.** The school district will not pay or reimburse employees for any costs associated with COVID-19 testing.

**G. Availability of Testing.** Employees will participate in the school district testing program(s). Testing outside of the district will only be allowed per special permission from the Executive Director of Human Resources and will be at the cost of the employee.

## VIII. MANDATORY REPORTING OF COVID-19 DIAGNOSIS OR POSITIVE TEST

**A. Reporting and Removal from Workplace Following Positive Test.** Regardless of an employee's vaccination status:

- i. The school district requires all employees to promptly notify the site LSN *or district Health Service Supervisor*] when they have tested positive for COVID-19 or have been diagnosed with COVID-19 by a licensed healthcare provider; and
- ii. The school district will immediately remove from the workplace any employee who receives a positive COVID-19 test or is diagnosed with COVID-19 by a licensed healthcare provider and keep the employee removed until the employee:
  - a. Receives a negative result on a COVID-19 nucleic acid amplification test (NAAT) following a positive result on a COVID-19 antigen test if the employee chooses to use a NAAT test for confirmatory testing;
  - b. Meets the return to work criteria in CDC's "Isolation Guidance" (available online at [https://www.osha.gov/sites/default/files/CDC's\\_Isolation\\_Guidance.pdf](https://www.osha.gov/sites/default/files/CDC's_Isolation_Guidance.pdf)); or
  - c. Receives a recommendation to return to work from a licensed healthcare provider.

**B. Return to Work after a Positive Test.** Under CDC's "Isolation Guidance," asymptomatic employees may return to work once 10 or 5 days have passed since the positive test, and symptomatic employees may return to work after all the following are true:

- i. At least 10 or 5 days, per CDC guidance, have passed since symptoms first appeared, and
- ii. At least 24 hours have passed with no fever without fever-reducing medication, and
- iii. Other symptoms of COVID-19 are improving (loss of taste and smell may persist for weeks or months and need not delay the end of isolation).

If the CDC's Isolation Guidance changes following the adoption of this policy, the school district will follow the current version of the guidance for purposes of this policy.

**C. Status of Leave After Positive Test.** The District will not provide any paid time off to any employee for removal from the workplace as a result of a positive COVID-19 test or diagnosis of COVID-19. Employees may use accrued paid leave to receive pay for their absences.

**D. Exposure to COVID-19.** Employees who are exposed to an individual with a confirmed case of COVID-19 will be subject to the quarantine protocols set forth in the school district's overall COVID-19 mitigation strategy.

## IX. NEW HIRES

- A. All new employees are required to comply with the vaccination, testing, and face covering requirements outlined in this policy as of the start date of their employment. Candidates for employment will be notified of the requirements of this policy following a job offer and prior to the start of employment.
- B. New employees must provide acceptable proof of vaccination prior to their first day of work. A new employee who cannot provide acceptable proof of vaccination must submit results from a COVID-19 test taken within the previous seven days prior to the employee's first day of work.

## X. EXEMPTIONS

- A. **Accommodations.** An Employee may be entitled to a reasonable accommodation from the District if the employee is unable to comply with the requirements of this policy because of a medical condition, disability, or a sincerely held religious belief, practice or observance.

- B. Requests for Reasonable Accommodation.** Requests for reasonable accommodations must be initiated by the individual employee and submitted in writing to *Stacie Vos, Executive Director of Human Resources* at *Stacie.Vos@WayzataSchools.org*
- C. Determination of Reasonable Accommodation.** Requests for reasonable accommodations will be addressed on a case-by-case basis by school administration.

## XI. QUESTIONS

Questions regarding this policy should be directed to:

*Stacie Vos*

Executive Director of Human Resources

210 County Road 101 North, Wayzata MN 55391

763-745-5014

*Stacie.Vos@WayzataSchools.org*

## XII. DISSEMINATION OF THIS POLICY AND INFORMATION TO EMPLOYEES

- A. Dissemination of Policy.** The superintendent will distribute a copy of this policy to all employees via the school district's e-mail system following its adoption.
- B. Other Required Disclosures to Employees.** The ETS requires the District to provide the following information to employees:

The full text of OSHA's ETS is available online at:

<https://www.federalregister.gov/documents/2021/11/05/2021-23643/covid-19-vaccination-and-testing-emergency-temporary-standard>.

The CDC has published information about COVID-19 vaccine efficacy, safety, and the benefits of being vaccinated. This information can be accessed by visiting: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/keythingstoknow.html>.

Federal regulation, specifically 29 CFR § 1904.35(b)(1)(iv), prohibits the school district from discharging or in any manner discriminating against an employee for reporting a work-related injury or illness.

Section 11(c) of the OSH Act prohibits the District from discriminating against an employee for exercising rights under, or as a result of actions that are required by, the ETS. Section 11(c) also protects the employee from retaliation for filing an occupational safety or health complaint,

reporting a work-related injury or illness, or otherwise exercising any rights afforded by the OSH Act.

Federal law, specifically 18 U.S.C. § 1001 and of section 17(g) of the OSH Act, prohibits employees from knowingly supplying false statements or documentation in accordance with this Policy. Anyone who violates those provisions may be subject to criminal penalties.

**ADOPTED:** January 10, 2022



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Superintendent Reports

**ITEM:** Election Judges Hourly Pay Rate

**COMMENTS BY:** Chace Anderson, Superintendent

**Election Judge Pay Rates:**

The following are the recommended hourly rates for compensating the 2023 election judges. Historically we have paid slightly higher than the City of Plymouth in order to ensure a selection of willing judges for our odd year elections. In addition, we plan to secure election judges to support absentee balloting and early voting in the days leading up to Election Day.

Head Judge: The leaders of their polling place. They assign duties to their team of election judges, carry out advanced duties, troubleshoot issues, and ensure that the polling place runs smoothly on Election Day.

Technical Judge: Judge at each polling location who is the troubleshooter with poll books, hot spots, wi-fi and any other technical issues.

- Head Judges: \$20 per hour
- Technical Judges: \$18 per hour
- Judges: \$15 per hour

**Recommended Action:** Approve the 2023 hourly rate for election judges.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

# 2022-23 School Year Financial Report Analysis



Excellence. For each and every student.

For the Month Ended May 31, 2023

## Statement of Revenues Analysis

This analysis reflects revenue received by the month end noted above. Property Tax revenues are close in line with prior years. State Aids are slightly under prior fiscal years but anticipated to hit budget with the updated enrollment projection and the normal hold back on MDE metered payments. As pointed out in prior reporting months, deviations in revenue from prior years include Federal Aids and Miscellaneous Local Revenue. The significant increase over prior years in Federal are due to the fact that CARES Act dollars continued to flow into the district in FY22-23 with some of these dollars being allowed to carry over to multiple future fiscal years. This has allowed the district to draw on these funds periodically throughout the fiscal year. A portion of the variance in Miscellaneous Local Revenue from prior years includes an Insurance Recovery payment along with other miscellaneous revenues. This pushes that comparative percentage upwards from the prior fiscal year during the same time frame. The district continues to see numbers more in line with pre-pandemic times as it relates to fees the district collects for sports. This would also be a similar story for Community Education and their numbers related to the before and after care programs of school children.

## Statement of Expenditures Analysis

The analysis of the expenditures reflects the actual expenditures and does not include outstanding encumbrances. As you can see from the Statement of Expenditures, the overall expenditures are similar in several prior years. Salaries are slightly under the prior year. Benefits are up from the prior year but in line based on projections as reflected in the updated revised budget. As mentioned in prior reporting months, Supplies & Materials along with Other Expenditures can vary from year to year based on the timing of purchases or payments during the fiscal year depending on the needs of staff, buildings, and departments. As an example, Purchased Services are up over last fiscal year percentage wise due to the timing of some transportation payments and other expenditures where payment timing can vary. The variation in Capital Expenditures from the prior year was driven mainly by more projects being conducted in the prior fiscal year along with the timing of purchases during the fiscal year.

# 2022-23 School Year Statement of Revenues

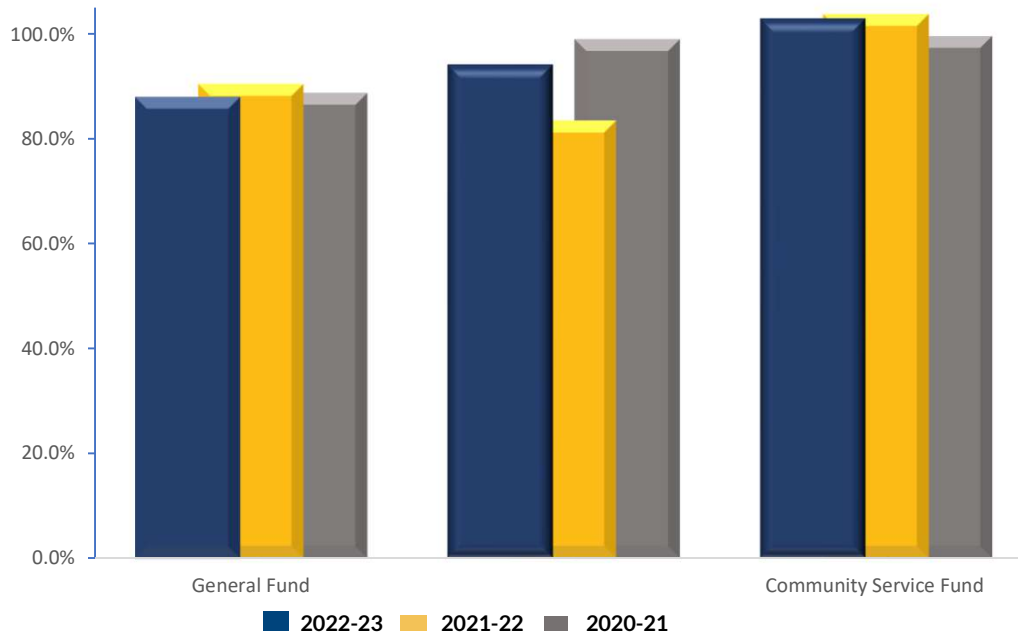


Excellence. For each and every student.

For the Month Ended May 31, 2023

Fund	2022-23		Year-to-Date % of Budget		
	Budget	Actuals	2022-23	2021-22	2020-21
<b>General Fund</b>					
Property Taxes	\$ 67,732,463	\$ 67,052,876	99.0%	101.1%	100.0%
State Aids	113,990,341	95,361,758	83.7%	88.5%	86.6%
Federal Aids	6,883,440	2,560,080	37.2%	33.5%	55.2%
Miscellaneous Local Revenue	5,690,343	5,848,592	102.8%	73.2%	61.5%
Other Financing Sources	-	-	-	-	-
<b>Total General Fund Revenue</b>	<b>\$ 194,296,587</b>	<b>\$ 170,823,307</b>	<b>87.9%</b>	<b>90.4%</b>	<b>88.7%</b>
Food Service Fund	7,750,008	7,288,929	94.1%	83.4%	98.9%
Community Service Fund	12,753,686	13,118,458	102.9%	103.7%	99.5%
Debt Service Fund	16,517,548	16,411,929	99.4%	102.4%	100.2%
Construction Fund	-	442,490	-	-	-
<b>Total Revenue All Funds</b>	<b>\$ 231,317,829</b>	<b>\$ 208,085,113</b>	<b>90.0%</b>	<b>91.9%</b>	<b>92.0%</b>

Percent Comparison  
Year-To-Date to Total Budget



# 2022-23 School Year Statement of Expenditures

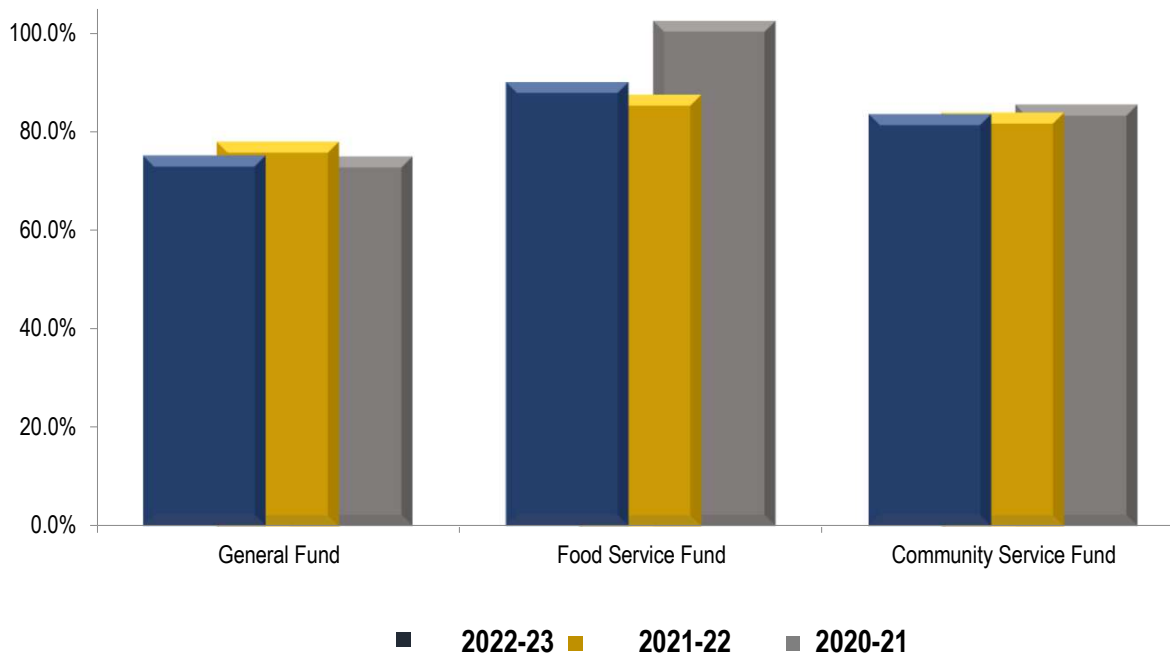


Excellence. For each and every student.

For the Month Ended May 31, 2023

Fund	2022-23		Year-to-Date % of Budget		
	Budget	Actuals	2022-23	2021-22	2020-21
<b>General Fund</b>					
Salaries	\$ 109,027,292	\$ 85,046,437	78.0%	79.4%	76.7%
Benefits	33,896,494	31,735,886	93.6%	91.7%	89.3%
Purchased Services	30,690,958	21,040,408	68.6%	54.5%	48.5%
Supplies & Materials	7,675,346	5,985,074	78.0%	75.7%	71.1%
Capital Expenditures	18,558,525	6,692,668	36.1%	108.7%	57.9%
Other Expenditures	1,014,934	375,808	37.0%	41.1%	136.0%
<b>Total General Fund Expenditures</b>	<b>\$ 200,863,549</b>	<b>\$ 150,876,281</b>	<b>75.1%</b>	<b>78.0%</b>	<b>75.0%</b>
Food Service Fund	7,481,562	6,739,328	90.1%	87.5%	102.5%
Community Service Fund	12,118,460	10,127,713	83.6%	83.9%	85.5%
Debt Service Fund	15,678,975	15,679,325	100.0%	100.0%	101.3%
Construction Fund	6,015,000	4,882,798	-	-	-
<b>Total Expenditures All Funds</b>	<b>\$ 242,157,546</b>	<b>\$ 188,305,445</b>	<b>77.8%</b>	<b>80.2%</b>	<b>81.1%</b>

**Percent Comparison**  
Year-To-Date to Total Budget



# 2022-23 School Year Investment Summary



For the Month Ended May 31, 2023

Excellence. For each and every student.

## General Fund:

Investment Held At	Type of Investment	Purchase Date	Maturity Date	Investment Cost	Maturity Amount	Interest Earned	Yield
PMA/MN Trust	Money Market	N/A	NOW	N/A	\$ 106,457	N/A	4.98%
MSDLAF+ Liquid	Money Market	N/A	NOW	N/A	5,702,850	N/A	4.88%
MSDLAF+ Max	Money Market	N/A	NOW	N/A	44,535,260	N/A	5.00%
<b>Total General Fund</b>				<b>-</b>	<b>\$ 50,344,566</b>	<b>\$ -</b>	

## Alternative Facilities Bonds:

Investment Held At	Type of Investment	Purchase Date	Maturity Date	Investment Cost	Maturity Amount	Interest Earned	Yield
MSDLAF+ Liquid	Money Market	N/A	NOW	N/A	\$ 809,332	N/A	4.88%
MSDLAF+ Max	Money Market	N/A	NOW	N/A	5,219,653	N/A	5.00%
<b>Total Alternative Facilities Bonds</b>				<b>\$ -</b>	<b>\$ 6,028,984</b>	<b>\$ -</b>	

## 2014 General Obligation School Building Bonds:

Investment Held At	Type of Investment	Purchase Date	Maturity Date	Investment Cost	Maturity Amount	Interest Earned	Yield
MSDLAF+ Liquid	Money Market	N/A	NOW	N/A	\$ 2	N/A	4.88%
MSDLAF+ Max	Money Market	N/A	NOW	N/A	0	N/A	5.00%
<b>Total 2014 General Obligation School Building Bonds</b>				<b>\$ -</b>	<b>\$ 2</b>	<b>\$ -</b>	

## 2018 General Obligation School Building Bonds:

Investment Held At	Type of Investment	Purchase Date	Maturity Date	Investment Cost	Maturity Amount	Interest Earned	Yield
MSDLAF+ Liquid	Money Market	N/A	NOW	N/A	\$ 1,302,982	N/A	4.88%
MSDLAF+ Max	Money Market	N/A	NOW	N/A	4,122,173	N/A	5.00%
<b>Total 2018 General Obligation School Building Bonds</b>				<b>\$ -</b>	<b>\$ 5,425,155</b>	<b>\$ -</b>	



**BOARD OF EDUCATION**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Administrative Reports and Recommendations

**ITEM:** Finance and Business Services Recommendations

**COMMENTS BY:** DeeDee Kahring, Executive Director, Finance and Business

**FY25 Ten Year Long-Term Facilities Maintenance Plan**

The 2015 legislative session established the Long-Term Facilities Maintenance (LTFM) Revenue Program for School Districts, replacing the Health and Safety Revenue, Deferred Maintenance Revenue, and Alternative Facilities Bonding and Levy programs beginning in fiscal year 2017. The plan is governed under Minnesota Statutes 2021, section 123B.595.

To qualify for the Long-Term Facilities Maintenance revenue, Minnesota Statutes 2021, 123B.595 subd. 4 states a school district must annually adopt and approve a ten-year facilities plan by July 31 for commissioner approval.

The attached plan is consistent with this law.

**Recommended Action:** Approve resolution adopting Independent School District No. 284 FY25 Long-Term Facilities Maintenance ten-year plan.

Motion by: \_\_\_\_\_ **ROLL CALL** Passed: \_\_\_\_\_

Second by: \_\_\_\_\_ Failed: \_\_\_\_\_

Abstentions: \_\_\_\_\_

FY 25 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				Revised 5/4/2023									
<b>284</b> <= Type in School District Number													
WAYZATA PUBLIC SCHOOL DISTRICT													
				Change only									
				if requiring levy	Payable 2023								
Calculations for Ten Year Projection				Pay 23	adjustments	LLC Certification	Current Estimate						
	LLC #	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
1 Type your district number in cell A2 (Minneapolis = 1.2)													
2 Type APU, health and safety and alternative facilities project, and bond estimates in lines 6a, 14, 16b to 18, 20, 21, 26, 27 and 50b													
3 Type debt excess, intermediate/coop district, and revenue reduction data in lines 13, 15, 23, 31, and 33													
4 Look-up data from following tabs													
5 Initial Formula Revenue													
6	Current year APU	57	13,022.60	13,028.70	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18
6a	Additional Pre-K Pupil Units (line 19 of Pre-K application)												
6b	Total Adjusted Pupil Units = (6) + (6a)			13,028.70	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18
7	District average building age (uncapped)	401	36.12	36.12	37.12	38.12	39.12	40.12	41.12	42.12	43.12	44.12	45.12
8	Formula allowance		\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00
9	Building age ratio = (Lesser of 1 or (7) / 35)	402		1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000
10	Initial revenue = (6) * (8) * (9)	403	4,948,588	4,950,907	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687
11 Added revenue for Eligible H&S Projects > \$100,000 / site													
12	Debt service for existing Alt facilities H&S bonds (1B) - gross before debt excess	702											
13	Debt Excess related to Debt service for existing Alt facilities H&S bonds (1B)	756											
14	Debt service for portion of existing Alt facilities bonds from line (22) attributable to eligible H&S Projects > \$100,000 per site (1A)	701											
15	Debt Excess related to Debt service for portion of existing Alt facilities bonds attributable to eligible H&S Projects > \$100,000 per site (1A)	755											
16a	Existing Net debt service for LTFM bonds for eligible new H&S projects > \$100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue from "IAQFAA Bonds" tab												
16b	New debt service for LTFM bonds for eligible new H&S projects > \$100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue												
17	Net debt service for LTFM bonds for eligible new H&S projects > \$100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue = (16a) + (16b)	767											
18	Pay as you go revenue for eligible new H&S projects > \$100,000 / site	405											
19	Total additional revenue for eligible H&S projects > \$100,000 / site (12) - (13) + (14) - (15) + (17) + (18)	406											
Added revenue for Pre-K remodeling (for VPK approvals only)													
20a	Net debt service for bonds approved for Pre-K remodeling	768											
20b	Pay as you go for projects approved for Pre-K remodeling	407											
20c	Total Pre-K revenue												
20d	Total New Law Revenue (10) + (19) + (20c)	408		4,950,907	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687

FY 25 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				Revised 5/4/2023										
<b>284</b> <= Type in School District Number														
<b>WAYZATA PUBLIC SCHOOL DISTRICT</b>			Change only if requiring levy	Payable 2023 LLC Certification										
<i>Calculations for Ten Year Projection</i>				Pay 23 adjustments	Current Estimate									
	LLC #	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	
<b>Old Formula revenue</b>														
21	409	1,260,000	1,260,000	712,000	719,000	712,000	719,000	704,000	631,400	621,400	621,400	621,400	621,400	
Old formula Health & Safety revenue (these should match the pay as you go amounts entered into the Health & Safety Data Submission System through FY 2025)														
22	701		5,541,176	2,354,741	2,366,553	2,339,726	2,338,361	2,524,421	2,535,236	2,552,046	2,560,525	2,570,033		
Old formula alt facilities debt revenue (1A) - gross before debt excess														
Debt Excess allocated to line 22														
24	765		5,541,176	2,354,741	2,366,553	2,339,726	2,338,361	2,524,421	2,535,236	2,552,046	2,560,525	2,570,033		
Old formula alt facilities debt revenue (1A) - debt excess														
25	766		-	-	-	-	-	-	-	-	-	-		
Old formula alt facilities net debt revenue (1B) = (12) - (13)														
26	410	-	15,740,000	14,288,000	14,281,000	14,288,000	14,281,000	14,296,000	14,368,600	14,378,600	14,378,600	14,378,600		
Old formula alt facilities pay as you go revenue (1A)														
26b (18)	411		-	-	-	-	-	-	-	-	-	-		
Pay-as-you-go revenue for H&S projects over \$100,000 per site														
27	413		-	-	-	-	-	-	-	-	-	-		
Old formula alt facilities pay as you go revenue (1B) > \$500,000 (these should match the pay as you go amounts entered into the Health & Safety Data Submission System through FY 2024)														
27a	767		-	-	-	-	-	-	-	-	-	-		
LTFM "H&S >100K per site" bonds														
27b	769		-	-	-	-	-	-	-	-	-	-		
LTFM "other" bonds for 1A hold harmless														
28	416		-	-	-	-	-	-	-	-	-	-		
Old formula deferred maintenance revenue = (if (22) + (26) = 0, (10) * (\$64 / formula allowance))														
29	417	22,095,521	22,541,176	17,354,741	17,366,553	17,339,726	17,338,361	17,524,421	17,535,236	17,552,046	17,560,525	17,570,033		
Total old formula revenue = (21)+(24)+(25)+(26)+(26b)+(27)+(27a)+(27b)+(28)														
30	418	22,095,521	22,541,176	17,354,741	17,366,553	17,339,726	17,338,361	17,524,421	17,535,236	17,552,046	17,560,525	17,570,033		
<b>Total LTFM Revenue for Individual District Projects = Greater of (20d) or [(29) + (20c)]</b>														
31	419	-	-	-	-	-	-	-	-	-	-	-		
District Requested Reduction from Maximum LTFM Revenue (to levy less than the maximum). Also enter this amount in the Levy Information System. Stated as positive number														
32	420	22,095,521	22,541,176	17,354,741	17,366,553	17,339,726	17,338,361	17,524,421	17,535,236	17,552,046	17,560,525	17,570,033		
<b>District LTFM Revenue (30) - (31)</b>														
33	421	123,244	-	-	-	-	-	-	-	-	-	-		
LTFM Revenue for District Share of Eligible Cooperative / Intermediate Projects (Unequalized)														
34	422	22,218,764	22,541,176	17,354,741	17,366,553	17,339,726	17,338,361	17,524,421	17,535,236	17,552,046	17,560,525	17,570,033		
<b>Grand Total LTFM Revenue (32) + (33)</b>														
<b>Aid and Levy Shares of Total Revenue</b>														
35	35	2021	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030		
For ANTC & APU, three year prior date														
36	54	195,664,225	195,664,225	232,840,428	242,154,045	251,840,207	261,913,815	272,390,368	283,285,983	294,617,422	306,402,119	318,658,204		
Three year prior Ag Modified ANTC														
37	424	13,003.84	13,003.84	12,919.42	12,981.02	13,028.70	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18	13,149.18		
Three year prior Adjusted PU (New Weights)														
38	424	15,046.65	15,046.65	18,022.52	18,654.47	19,329.65	19,918.65	20,715.39	21,544.01	22,405.77	23,302.00	24,234.08		
ANTC / APU = (36) / (37)														
39	425	10,412.94	10,412.94	12,182.56	13,566.31	14,441.54	15,019.00	15,620.00	16,245.00	16,895.00	17,571.00	18,274.00		
State average ANTC / APU with ag value adjustment														
40	426	12,807.92	12,807.92	14,984.55	16,686.56	17,763.09	18,473.37	19,212.60	19,981.35	20,780.85	21,612.33	22,477.02		
Equalizing Factor = 123% of (39)														
41	427	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%		
Local (levy) share of Equalized Revenue (lesser of 1 or (38) / (40))														
42	428	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
State (aid) share of Equalized Revenue (1 - (41))														
43	423	4,948,588	4,950,907	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687	4,996,687		
Equalized Revenue (lesser of (34) or (6) * (8))														
44	429	-	-	-	-	-	-	-	-	-	-	-		
Initial LTFM State Aid (42) * (43)														
45	431	-	-	-	-	-	-	-	-	-	-	-		
Old formula Grandfathered Alternative Facilities Aid														
46	432	-	-	-	-	-	-	-	-	-	-	-		
Total LTFM State Aid (Greater of (44) or (45))														
47	435	22,218,764	22,541,176	17,354,741	17,366,553	17,339,726	17,338,361	17,524,421	17,535,236	17,552,046	17,560,525	17,570,033		
<b>Total LTFM Levy (34) - (46) (including coop/intermediate)</b>														
<b>Debt Service Portion of Revenue (non-grandfather districts)</b>														
49	765+766+767+768		5,541,176	2,354,741	2,366,553	2,339,726	2,338,361	2,524,421	2,535,236	2,552,046	2,560,525	2,570,033		
Subtotal Debt Service Revenue from above = (12) - (13) + (17) + (20a) + (24)														
50	769		-	-	-	-	-	-	-	-	-	-		
Existing LTFM bonds excluding bonds on line 17 (principal + interest)*1.05 from "FM Other Bonds" tab														
50b			-	-	-	-	-	-	-	-	-	-		
New LTFM bonds excluding bonds on line 17 (principal + interest)*1.05														
51	770		5,541,176	2,354,741	2,366,553	2,339,726	2,338,361	2,524,421	2,535,236	2,552,046	2,560,525	2,570,033		
Total Debt Service Revenue = (49) + (50) + (50b)														
52	436		4,950,907	2,354,741	2,366,553	2,339,726	2,338,361	2,524,421	2,535,236	2,552,046	2,560,525	2,570,033		
Equalized debt Service Revenue (lesser of (43) or (51))														
53	438		-	-	-	-	-	-	-	-	-	-		
Debt Service Aid = (52) * (42)														
54	439		4,950,907	2,354,741	2,366,553	2,339,726	2,338,361	2,524,421	2,535,236	2,552,046	2,560,525	2,570,033		
Equalized Debt Service Levy = (52) - (53)														
55	440		590,269	-	-	-	-	-	-	-	-	-		
Unequalized Debt Service Revenue and Levy = (Greater of zero or (51) - (50))														
<b>General Fund Portion of Revenue (non-grandfather districts)</b>														
56	441		17,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000		
Total General Fund Revenue = (34) - (51)														

FY 25 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				Revised 5/4/2023									
<b>284</b> <= Type in School District Number													
<b>WAYZATA PUBLIC SCHOOL DISTRICT</b>			Change only										
			if requiring levy	Payable 2023									
<i>Calculations for Ten Year Projection</i>		<b>Pay 23</b>	adjustments	LLC Certification	Current Estimate								
	<b>LLC #</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>	<b>FY 2029</b>	<b>FY 2030</b>	<b>FY 2031</b>	<b>FY 2032</b>	<b>FY 2033</b>
58	General Fund Equalized Revenue = (43) - (52)	442		-	2,641,946	2,630,134	2,656,961	2,658,326	2,472,266	2,461,451	2,444,641	2,436,162	2,426,654
59	Total General Fund Aid = (46) - (53)	443		-	-	-	-	-	-	-	-	-	-
60	General Fund Equalized Levy = (58) * (41)	444		-	2,641,946	2,630,134	2,656,961	2,658,326	2,472,266	2,461,451	2,444,641	2,436,162	2,426,654
61	General Fund Unequalized levy = (57) - (58)	445		17,000,000	12,358,054	12,369,866	12,343,039	12,341,674	12,527,734	12,538,549	12,555,359	12,563,838	12,573,346
62	Total General Fund Levy = (60) + (61)	446		17,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000	15,000,000
<b>Notes:</b>													
1. Underlevy on general fund equalized levy results in proportionate reduction in associated aid.													
2. Total Debt Service revenue on line 49 must not exceed total LTFM revenue for individual district projects (line 30) for any of the 10 years in the plan.													
3. For 1A districts with old Alt Facilities bonding, the amount on line 22 will reduce initial revenue on line 10, less the H & S portion entered on line 14.													



Division of School Finance  
400 NE Stinson Blvd  
Minneapolis, MN 55413

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

ED - 02478-09

Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes 2021, section 123B.595, subd. 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

District Info.		Enter Information		District Info.		Enter Information		Fiscal Year (FY) Ending June 30					
District Name: <b>Wayzata Public Schools</b>		Date: <b>7/6/2023</b>		Email: <b>DeeDee.Kahring@wayzataschools.org</b>									
District Number: <b>0284-01</b>													
District Contact Name: <b>DeeDee Kahring</b>													
Contact Phone #: <b>763-745-5000</b>													
Expenditure Categories		2023 (base year)	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
<b>Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.</b>													
<b>Finance Code</b>		<b>Category (1)</b>											
347	Physical Hazards	\$251,000	\$261,000	\$141,000	\$141,000	\$141,000	\$141,000	\$141,000	\$141,000	\$141,000	\$141,000	\$141,000	
349	Other Hazardous Materials	\$84,000	\$50,000	\$50,000	\$58,500	\$60,000	\$87,000	\$50,000	\$60,000	\$50,000	\$50,000	\$50,000	
352	Environmental Health and Safety Management	\$177,400	\$240,900	\$182,900	\$188,400	\$189,400	\$181,400	\$198,400	\$198,400	\$198,400	\$198,400	\$198,400	
358	Asbestos Removal and Encapsulation	\$330,600	\$325,100	\$66,100	\$66,100	\$64,600	\$71,600	\$74,000	\$74,000	\$74,000	\$74,000	\$74,000	
363	Fire Safety	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	
366	Indoor Air Quality	\$7,000	\$243,000	\$132,000	\$125,000	\$117,000	\$98,000	\$100,600	\$18,000	\$18,000	\$18,000	\$18,000	
<b>Total Health and Safety Capital Projects</b>		<b>\$990,000</b>	<b>\$1,260,000</b>	<b>\$712,000</b>	<b>\$719,000</b>	<b>\$712,000</b>	<b>\$719,000</b>	<b>\$704,000</b>	<b>\$631,400</b>	<b>\$621,400</b>	<b>\$621,400</b>	<b>\$621,400</b>	
<b>Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year</b>													
<b>Finance Code</b>		<b>Category (2)</b>											
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Total Health and Safety Capital Projects \$100,000 or More</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151</b>													
<b>Finance Code</b>		<b>Category 3 (a)</b>											
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Total Remodeling for Approved Voluntary Pre-K Projects</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Remodeling for Gender-Neutral Single-User Restrooms</b>													
<b>Finance Code</b>		<b>Category 3 (b) LTFM REVENUE EFFECTIVE FY 2025</b>											
UFARS Coding Pending	Remodeling for gender-neutral single user restroom per site.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Total Remodeling for Gender-Neutral Single User Projects</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Accessibility</b>													
<b>Finance Code</b>		<b>Category (4)</b>											
367	Accessibility	\$815,000	\$1,300,000	\$1,220,000	\$500,000	\$700,000	\$800,000	\$1,500,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	
<b>Total Accessibility Projects</b>		<b>\$815,000</b>	<b>\$1,300,000</b>	<b>\$1,220,000</b>	<b>\$500,000</b>	<b>\$700,000</b>	<b>\$800,000</b>	<b>\$1,500,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	
<b>Deferred Capital Expenditures and Maintenance Projects</b>													
<b>Finance Code</b>		<b>Category (5)</b>											
368	Building Envelope	\$990,000	\$1,260,000	\$660,000	\$900,000	\$1,500,000	\$1,300,000	\$1,500,000	\$1,500,000	\$1,800,000	\$1,000,000	\$1,000,000	
369	Building Hardware and Equipment	\$15,000	\$100,000	\$130,000	\$1,550,000	\$750,000	\$750,000	\$696,000	\$750,000	\$750,000	\$750,000	\$750,000	
370	Electrical	\$350,000	\$925,000	\$925,000	\$495,000	\$800,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	
379	Interior Surfaces	\$2,660,000	\$1,870,000	\$2,403,000	\$1,497,000	\$153,000	\$1,000,000	\$800,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	
380	Mechanical Systems	\$3,580,000	\$2,405,000	\$2,350,000	\$1,350,000	\$1,950,000	\$2,000,000	\$1,900,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	
381	Plumbing	\$230,000	\$490,000	\$535,000	\$1,260,000	\$2,420,000	\$2,100,000	\$1,800,000	\$2,418,600	\$2,500,000	\$2,000,000	\$2,000,000	
382	Professional Services and Salary	\$1,000,000	\$1,870,000	\$800,000	\$900,000	\$1,050,000	\$1,100,000	\$1,000,000	\$1,100,000	\$1,100,000	\$1,100,000	\$1,100,000	
383	Roof Systems	\$3,350,000	\$3,225,000	\$2,350,000	\$3,150,000	\$2,450,000	\$2,200,000	\$2,000,000	\$2,100,000	\$2,028,600	\$2,028,600	\$2,028,600	
384	Site Projects	\$3,020,000	\$2,295,000	\$2,915,000	\$2,679,000	\$2,515,000	\$2,031,000	\$2,100,000	\$1,500,000	\$1,200,000	\$2,500,000	\$2,500,000	
<b>Total Deferred Capital Expense and Maintenance</b>		<b>\$15,195,000</b>	<b>\$14,440,000</b>	<b>\$13,068,000</b>	<b>\$13,781,000</b>	<b>\$13,588,000</b>	<b>\$13,481,000</b>	<b>\$12,796,000</b>	<b>\$13,368,600</b>	<b>\$13,378,600</b>	<b>\$13,378,600</b>	<b>\$13,378,600</b>	
<b>Total Annual 10-Year Plan Expenditures</b>		<b>\$17,000,000</b>	<b>\$17,000,000</b>	<b>\$15,000,000</b>	<b>\$15,000,000</b>	<b>\$15,000,000</b>	<b>\$15,000,000</b>	<b>\$15,000,000</b>	<b>\$15,000,000</b>	<b>\$15,000,000</b>	<b>\$15,000,000</b>	<b>\$15,000,000</b>	
<b>Fund Balance Section</b>													
<b>Fund 01</b>													
	Beginning Fund Balance 01-467-XX	\$3,415,754	\$3,042,079	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	LTFM Fiscal Year Revenue - Levy	\$16,626,325	\$16,768,300	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	
	LTFM Fiscal Year Revenue - AID if Applicable	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	LTFM Fiscal Year Revenue Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	LTFM Transfer OUT if applicable - Special Legislation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	LTFM Estimated Fiscal Year Expenditures	\$17,000,000	\$19,810,379	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	
<b>Ending Fiscal Year Fund Balance 01-467-XX</b>		<b>\$3,042,079</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Fund 06</b>													
	Beginning Fund Balance 06-467-XX	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	LTFM Fiscal Year Bonded Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	LTFM Fiscal Year Revenue Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Other Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	LTFM Estimated Fiscal Year Expenditures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Ending Fiscal Year Fund Balance 06-467-XX</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
End of worksheet													

**EXTRACT OF SCHOOL BOARD MEETING MINUTES**  
**INDEPENDENT SCHOOL DISTRICT NO. 284**  
**WAYZATA PUBLIC SCHOOLS**  
**STATE OF MINNESOTA**

Pursuant to due call and notice thereof, a School Board meeting of Independent School District No. 284, State of Minnesota, was held on July 10, 2023 at 7:00 p.m., for the purpose in part, of approving the District’s Fiscal Year (FY) 2025 Long-Term Facility Maintenance (LTFM) Ten-Year Plan as established in Minnesota Statutes 2021, section 123B.595.

School Board Member \_\_\_\_\_ introduced the following resolution and moved its adoption.

**RESOLUTION ADOPTING INDEPENDENT SCHOOL DISTRICT NO. 284**  
**FY 2025 LONG-TERM FACILITIES MAINTENANCE TEN-YEAR PLAN**

**BE IT RESOLVED** that the School Board of Independent School District No. 284, State of Minnesota, approves the attached FY 2025 Long-Term Facilities Maintenance Ten-Year Plan.

The motion for the adoption of the foregoing resolution was duly seconded by School Board Member \_\_\_\_\_ and, upon vote being thereon, the following voted in favor of the motion:

And the following voted against \_\_\_\_\_.

**WHEREUPON** the resolution was declared duly passed and adopted the 10th day of July, 2023.

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SCHOOL BOARD CLERK



**BOARD OF EDUCATION**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Administrative Reports & Recommendations – Finance & Operations

**ITEM:** Capital Project (Technology) Levy

**COMMENTS BY:** DeeDee Kahring, Executive Director, Finance & Operations

**Approve Resolution to Renew an Expiring Capital Project Levy Authorization and Calling a Special Election and Referendum on November 7, 2023**

The board of Independent School District No. 284 (Wayzata Public Schools), Minnesota is proposing to renew its capital project levy, scheduled to expire after taxes payable in 2025, in the maximum amount of 2.36266% times the net tax capacity (NTC) of the school district to provide funds for the purchase and installation of software and technology equipment and the support and maintenance of technology.

The proposed renewal of the expiring capital project levy authorization will raise approximately \$5,669,883 for taxes payable in 2026, the first year it is to be levied, and would be authorized for ten (10) years.

**Recommended Action:** Approve Resolution to Renew an Expiring Capital Project Levy Authorization and Calling a Special Election and Referendum

**Motion by:** \_\_\_\_\_ **ROLL CALL** **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_



# Technology in our schools

**Special Board Meeting**

**June 26, 2023**

# District mission

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**“Excellence. For Each and Every Student.”**

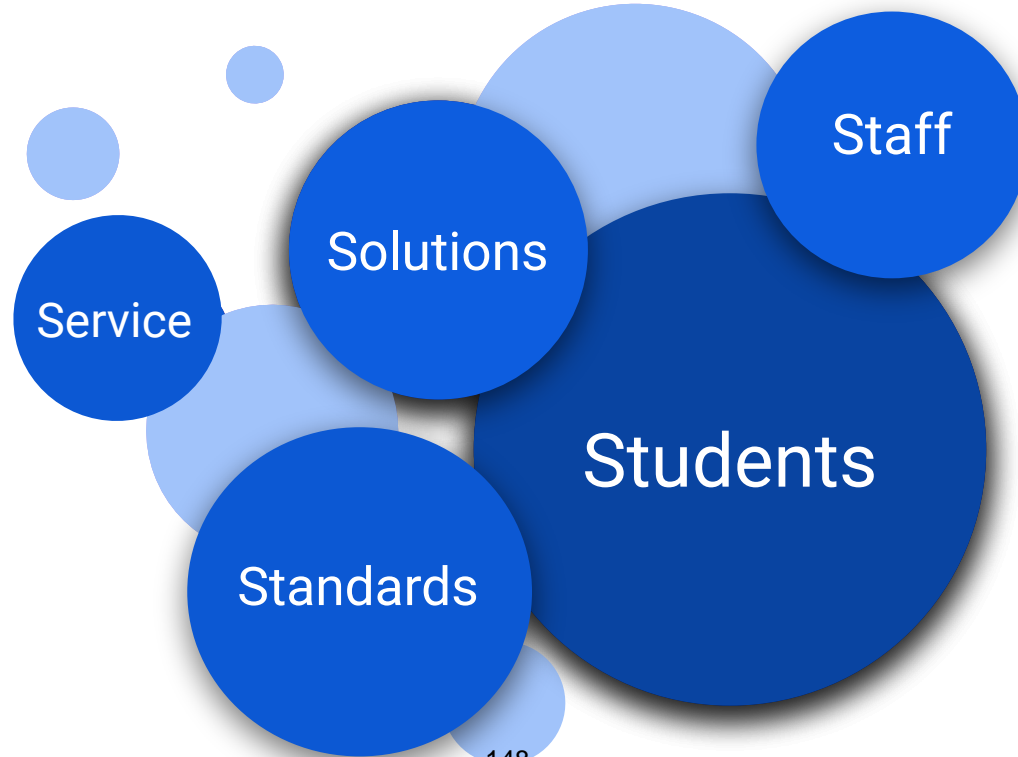
The Mission of Wayzata Public Schools is to ensure a world-class education that prepares *each and every student* to thrive today and excel tomorrow in an ever-changing global society.

# District priority goals

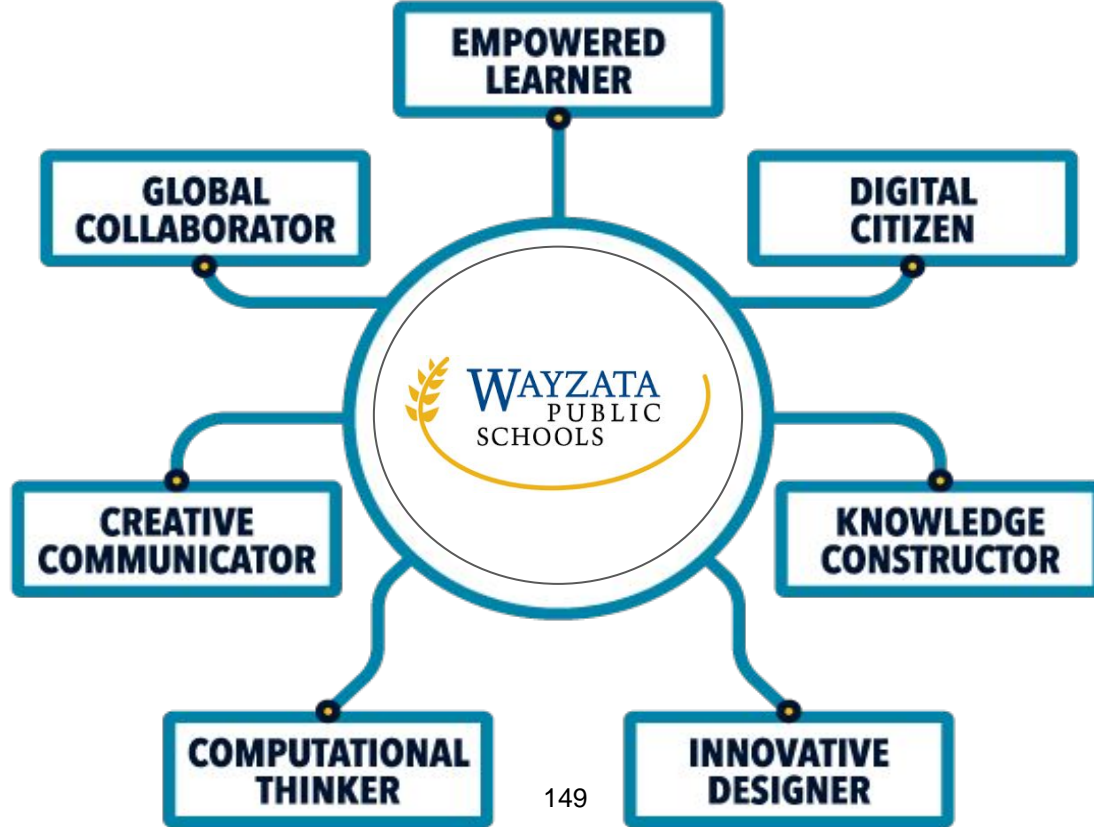
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- Improve student experience
- Reduce academic disparities
- Use high-quality instructional practices

# Meeting the needs of all students



# District learning standards



149

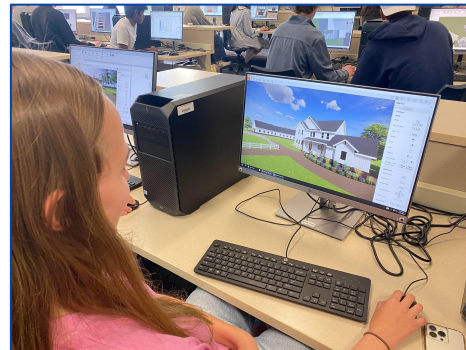
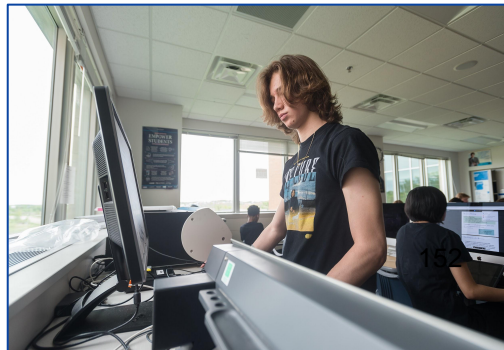
# Technology in action

150

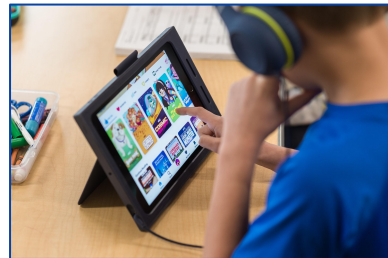
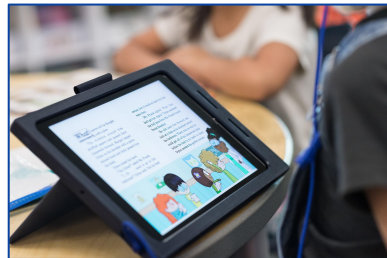
# Elementary schools



# Secondary schools



# Meeting the needs of each and every student



# Learning solutions



154



# Technology services

# Technology services

- Internet connectivity
- Phone/telecommunications
- Communication systems
- Information systems
- Identity management
- Data centers
- District fiber optics
- Networking systems



# Cybersecurity and privacy

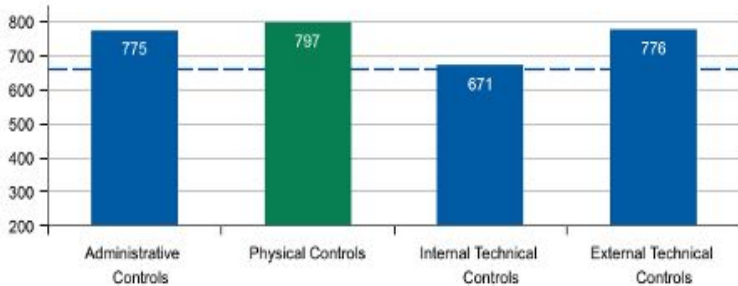
- Security program 2018-2023
- 3-year security roadmap
- Monthly V-CISO consult
- Incident response plan
- 24/7 CyberSOC
- Awareness training
- MN student data privacy



# Cybersecurity and privacy

748.85 Satisfactory

Getting Started 300 - 500    Insufficient 500 - 600    Progressing 600 - 660    Satisfactory 660 - 780    Exceeds 780 - 850



- S2SCORE is comprehensive, authoritative, and objective information security risk value.
- S2SCORE enables WPS to quickly identify and relate to the amount of information security risk in the District.
- A "Satisfactory" S2SCORE means that the WPS has spent time, money, and effort building an information security program.

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# Physical security

- Campus security cameras
- Critical event management
- Visitor screening
- Mass notifications
- Campus access control
- Paging systems
- Intrusion detection and alarms
- Building management



# Our team and who we serve

# Our team

- 9 site support
- 4 help desk
- 5 operations
- 3 information systems
- 3 teaching & learning integration

# Who we serve

- 12,300 students
- 50,000 parents and guardians
- 2,500 staff
- All community members
- All prospective families

# Service excellence



Help desk tickets received: 18,000

Help desk tickets resolved: 17,800

Average response time: 8 hours

Typical resolution rate: 1 day

Awesome satisfaction rate 97%

# Staff development goals

- Foster a culture of innovation
- Encourage educators to explore new tools and strategies
- Leverage technology to enhance teaching and learning



# Key messages

# Technology is critical to the learning experience

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- We rely on technology levy funding to provide:
  - A personalized education
  - Updated access to educational resources
- Continued funding will allow us to:
  - Replace aging classroom technology equipment and student devices
  - Maintain essential technology support for students and staff

# Thank You!



**Wade Phillips**  
**Director of Technology**

**Wade.Phillips@wayzataschools.org**  
**763-745-5101**

CERTIFICATION OF MINUTES RELATING TO SPECIAL ELECTION

Issuer: Independent School District No. 284 (Wayzata Public Schools), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on July 10, 2023 at 7:00 p.m. at the Wayzata City Hall, 600 Rice St. in Wayzata, Minnesota.

Members present:

Members absent:

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF  
RENEWING AN EXPIRING CAPITAL PROJECT LEVY AUTHORIZATION  
AND CALLING A SPECIAL ELECTION AND REFERENDUM THEREON

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

WITNESS my hand officially as such recording officer on July 10, 2023.

---

School District Clerk

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

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF RENEWING AN EXPIRING CAPITAL PROJECT LEVY AUTHORIZATION AND CALLING A SPECIAL ELECTION AND REFERENDUM THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 284 (Wayzata Public Schools), Minnesota (the School District) as follows:

It is hereby found, determined and declared as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient to renew its capital project levy authorization, scheduled to expire after taxes payable in 2025, in the amount of 2.36266% times the net tax capacity of the School District to provide funds for the purchase and installation of software and technology equipment and the support and maintenance of technology. The proposed tax rate is not being increased from the previous year's rate. The proposed renewal of the expiring capital project levy authorization will raise approximately \$5,669,883 for taxes payable in 2026, the first year it is to be levied, and would be authorized for ten (10) years. The estimated total cost of the projects to be funded over that time period is approximately \$56,698,830. The program will be commenced prior to November 7, 2028 which is a date not more than five (5) years from the date of the special election approving the capital project levy authorization.

2. The question on the renewal of the expiring capital project levy authorization of the School District shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held on Tuesday, November 7, 2023, between the hours of 7:00 a.m. and 8:00 p.m.

3. The School District's combined polling places and the precincts served by the polling places, as established and designated by resolution of the Board pursuant to Minnesota Statutes, Section 205A.11, are hereby designated for this special election.

4. The Clerk is hereby authorized and directed to cause written notice of the special election to be: (a) provided to each County Auditor at least seventy-four (74) days before the date of the special election; (b) provided to the Commissioner of Education at least seventy-four (74) days before the date of the special election; (c) posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; and (d) published in the official newspaper of the School District once each week for at least two consecutive weeks, with the last publication being at least one week before the date of the special election. The Notice of Special Election shall be prepared in substantially the following form:

**NOTICE OF SPECIAL ELECTION  
INDEPENDENT SCHOOL DISTRICT NO. 284  
(WAYZATA PUBLIC SCHOOLS), MINNESOTA**

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 284 (Wayzata Public Schools), Minnesota, on November 7, 2023, between the hours of 7:00 a.m. and 8:00 p.m. to vote on the following question:

**School District Question  
Renewal of Expiring Capital Project Levy Authorization for Technology**

The board of Independent School District No. 284 (Wayzata Public Schools), Minnesota has proposed to renew its capital project levy, scheduled to expire after taxes payable in 2025, in the maximum amount of 2.36266% times the net tax capacity of the school district to provide funds for the purchase and installation of software and technology equipment and the support and maintenance of technology. The proposed renewal of the expiring capital project levy authorization will raise approximately \$5,669,883 for taxes payable in 2026, the first year it is to be levied, and would be authorized for ten (10) years. The estimated total cost of the projects to be funded over that time period is approximately \$56,698,830.

Shall the renewal of the expiring capital project levy authorization to fund technology proposed by the board of Independent School District No. 284 (Wayzata Public Schools), Minnesota be approved?

**BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING  
TO RENEW AN EXISTING CAPITAL PROJECTS REFERENDUM THAT IS  
SCHEDULED TO EXPIRE**

The polling places and precincts served by the polling places for the special election will be as follows:

**Combined Polling Place:**

Wayzata City Hall  
600 Rice Street East  
Wayzata

**Precincts Served:**

Orono Precinct Number 2;  
Plymouth Precinct Numbers 9 and 10;  
Wayzata Precinct Number 1

Peace Lutheran Church of Plymouth  
3695 County Road 101 N  
Plymouth

Plymouth Precinct Numbers 6 and 7

Fourth Baptist Church  
900 Forestview Lane North  
Plymouth

Medicine Lake Precinct 1;  
Plymouth Precinct Numbers 8, 11, 13, 15, and 16

Hamel Community Center,  
3200 Mill St  
Hamel

Corcoran Precinct Number 3;  
Medina Precinct Number 2;  
Plymouth Precinct Number 1 and 4

Plymouth Creek Center,  
14800 34th Ave N.  
Plymouth

Plymouth Precinct Numbers 2, 3, 5 and 17  
Maple Grove Precinct Numbers 11 and 12

City of Minnetonka

Independent School District 284 residents of the City of Minnetonka will vote in conjunction with the City elections at their respective precinct sites - Precincts W-2 P-A, W-2 P-B, W-3 P-A, W-3 P-B, and W-3 P-C. If combined, the polling place will be at one of the precinct sites noted above as determined by the City of Minnetonka.

All qualified electors residing in the School District may cast their ballots at the polling places listed above during the polling hours specified above.

A voter must be registered to vote to be eligible to vote in the special election. Unregistered individuals may register to vote at the polling places on election day.

Dated: July 10, 2023.

BY ORDER OF THE SCHOOL BOARD

/s/ \_\_\_\_\_, Clerk

5. The Clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election. If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and requirements for optical scan voting systems. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting any other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration, and cost sharing.


6. The Clerk is authorized and directed to cause a printed ballot for the question to be prepared in accordance with Minnesota Statutes, Section 205A.08, Subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election. The ballot shall be in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

**Special Election Ballot  
School District Ballot  
Independent School District No. 284  
(Wayzata Public Schools), Minnesota**

**November 7, 2023**

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**Instructions to Voters**

To vote, completely fill in the oval(s) next to your choice(s) like this: 

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To vote for a question, fill in the oval next to the word "Yes" for that question.

To vote against a question, fill in the oval next to the word "No" for that question.

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**School District Question  
Renewal of Expiring Capital Project Levy for Technology**

The board of Independent School District No. 284 (Wayzata Public Schools), Minnesota has proposed to renew its capital project levy, scheduled to expire after taxes payable in 2025, in the maximum amount of 2.36266% times the net tax capacity of the school district to provide funds for the purchase and installation of software and technology equipment and the support and maintenance of technology. The proposed renewal of the expiring capital project levy authorization will raise approximately \$5,669,883 for taxes payable in 2026, the first year it is to be levied, and would be authorized for ten (10) years. The estimated total cost of the projects to be funded over that time period is approximately \$56,698,830.

- YES** Shall the renewal of the expiring capital project levy authorization to fund technology proposed by the board of Independent School District No. 284 (Wayzata Public Schools), Minnesota be approved?
- NO**

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING  
TO RENEW AN EXISTING CAPITAL PROJECTS REFERENDUM THAT IS  
SCHEDULED TO EXPIRE**

(Reverse side of ballot)

OFFICIAL BALLOT

November 7, 2023

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Judge

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Judge

(The ballot is to be initialed by two judges)

7. If the School District will be contracting to print the ballots for this special election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, upon request, furnish in accordance with Minnesota Statutes, Section 204D.04 a sufficient bond, letter of credit or certified check acceptable to the Clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit or certified check in an amount equal to the value of the purchase.

8. The Clerk shall prepare and have ready for use absentee ballots at least forty-six (46) days before the special election in accordance with Minnesota Statutes, Section 204B.35, Subdivision 4.

9. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held on the day of a statewide election and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

10. The Board shall appoint election judges and alternates in accordance with Minnesota Statutes, Section 204B.21. The appointments will be made at least twenty-five (25) days before the special election.

11. Pursuant to Minnesota Statutes, Section 206.83, the Clerk shall provide for testing of the optical scan voting system within the fourteen (14) day period before the special election and shall cause notice of the time and place of the test to be published in the School District's official newspaper at least two (2) days before the test.

12. Pursuant to Minnesota Statutes, Section 206.85, Subdivision 1(6), the Clerk shall cause notice of the location of the counting center or the places where the ballots will be counted to be published in the School District's official newspaper at least once within the week before the special election and in the daily newspaper of widest circulation, if any, once on the day before the special election.

13. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day, November 10, 2023,

and the tenth day, November 17, 2023, after the special election for the purpose of canvassing the results thereof.

14. If the renewal of the expiring capital project levy authorization is approved, all proceeds from the capital project levy shall be deposited in the capital project referendum account which is a separate account in the School District's general fund. All interest income attributable to the capital project referendum account must be credited to the capital project referendum account. Money in the capital project referendum account may only be used for the costs of acquisition and betterment of approved projects. Minnesota Statutes, Section 123B.71, Subdivision 8 provides an exemption from the requirement that the School District obtain a review and comment prior to holding a capital project levy authorization special election if the proposed capital project addresses only technology and if the funds generated by the proposed capital project levy authorization will be used only as authorized in Minnesota Statutes, Section 126C.10, Subdivision 14. Accordingly, the Board hereby determines that the proposed capital project addresses only technology and that, if approved by the voters, the funds generated by the renewal of the expiring capital project levy authorization will be used only as authorized in Minnesota Statutes, Section 126C.10, Subdivision 14. The funds in the capital project referendum account may be accumulated and not be expended until sufficient funds are available, may be accumulated and not be expended until additional funds from a bond issue are available, or may be expended on an ongoing basis for approved project costs. Any funds remaining in the capital project referendum account that are not applied to the payment of the costs of the approved projects before their final completion shall be transferred to the School District's debt redemption fund.

15. Pursuant to Minnesota Statutes, Minnesota Statutes, Section 123B. 63, Subdivision 3(f) and Section 205A.07, Subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of Education of the results of the special election and to provide the certified vote totals for the ballot questions in written form within fifteen (15) days after the results have been certified by the Board.

16. Pursuant to Minnesota Statutes, Section 211A.02, Subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District's web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure Board with a link to the section of web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

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

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.



# **Referendum Overview**

## **School Board Work Session**

### **July 10, 2023**

# Types of Referenda

## School Building Bond

A bond referendum asks voters to support using bond proceeds for the purpose of land acquisition, new construction, building maintenance and general building projects.

Tax spread on NTC

20 or 30 Years

## Capital Projects (Tech Levy)

Allows districts to generate additional revenue for technology and capital projects.

Revenue provided through local property tax spread on NTC and max 10 years

Used for items consistent with ballot language

## Referendum Revenue (Operating Levy)

An operating levy asks voters to support additional funds for day-to-day school operating costs.

Combination of annual local property tax levies, and for most districts, state aid

# Capital Project Referendum (Tech Levy)

- Certain capital projects
- Based on a percent of Net Tax Capacity (NTC)
- Not to exceed ten years
- Levy proceeds placed in special account
- Use only for approved purposes
  - WPS - Technology
- Election can be held 5 years prior to initial tax year

# WPS Capital Project Referenda

## Tech Levy (2014)

- 2014 - 10 yrs, 1-yr Delay
- Taxes payable 2016- 24
- Renew by Nov 2025
- Currently provides \$4.32 million

## Tech Levy (2017)

- 2017 - 10 yrs, 3-yr Delay
- Taxes payable 2020-29
- Renew by Nov 2029
- Currently provides \$4.87 million

# 2023 Tech Levy Renewal

- Ask voters to renew 2014 Tech Levy on Nov. 7, 2023
- Expires after taxes payable 2025
- \$5.7 million / year based on estimated increase in NTC
- 10 years ( FY 2026-2035)
- No tax increase for taxpayers

# Capital Project Referenda

Category	2023-24 Budget
Teaching & Learning	\$3,800,137
Service & Support	\$980,368
Info & Data Systems	\$578,206
Operations & Infrastructure	\$3,567,386
Leadership	\$265,248
<b>Total Budget</b>	<b>\$9,191,345</b>



DeeDee Kahring

Executive Director of Finance & Operations

[deedee.kahring@wayzataschools.org](mailto:deedee.kahring@wayzataschools.org)

763-745-5023

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Administrative Reports and Recommendations

**ITEM:** Human Resource Services

**COMMENTS BY:** Ms. Vos

**Unaffiliated Salary Schedule and Handbook Changes–**

Attached is the 2023-2024 summary of language changes for the Unaffiliated Staff, Levels 1-10. This recommendation includes a salary schedule improvement of 1.5% for the 2023-2024 fiscal year. This recommendation is within the district’s budget parameters.

Language changes are reflective of current practices. The most significant change this year was a change in longevity. Longevity will align with the top of the salary schedule and will be earned after eight years of service.

The Human Resources’ Board Committee has reviewed the recommended changes.

**RECOMMENDED ACTION:** Approve the 2023-2024 Salary Schedule and Handbooks for the Unaffiliated positions as recommended.

Motion by: \_\_\_\_\_ ROLL CALL Passed \_\_\_\_\_

Second by: \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions: \_\_\_\_\_

**2023-2024 Unaffiliated Handbook Updates**  
**July, 2023**

- 1. Update all dates to reflect 2023-2024.**
- 2. Increase salary by 1.5 %.**
- 3. Update Career Increment Language at all levels. (Move “longevity” from 10 years to 8 years because 8 years aligns with the year after an employee reaches the top level (7) of the salary schedule.)**
  - a. Starting in 2023-2024 a full time, Unaffiliated Level 1 employee in their eighth (8th) year of employment in the District and service under this handbook shall be entitled to a \$500.00 annual career increment payment.
  - b. Starting in 2023-2024 a full time, Unaffiliated Level 2 employee in their eighth (8th) year of employment in the District and service under this handbook shall be entitled to a \$750.00 annual career increment payment.
  - c. Starting in 2023-2024 A-a full time, Unaffiliated Level 3 employee in their eighth (8th) year of employment in the District and service under this handbook shall be entitled to \$750 annual career increment payment. Starting in 2023-2024 Aa full time, Unaffiliated Level 4 and 5 employees in their eighth (8th) year of employment in the District and service under this handbook shall be entitled to \$1,000 annual career increment payment.
  - d. Starting in 2023-2024 Aa full time, Unaffiliated Level 4 and 5 employees in their eighth (8th) year of employment in the District and service under this handbook shall be entitled to \$1,000 annual career increment payment.
  - e. Starting in 2023-2024 A-a full time, Unaffiliated Level 6 employee in their eighth (8th) year of employment in the District and service under this handbook shall be entitled to \$1,250 annual career increment payment.
  - f. Starting in 2023-2024 A-a full time, Unaffiliated Level 7 employee in their eighth (8th) year of employment in the District and service under this handbook shall be entitled to \$1,500 annual career increment payment.
  - g. Starting in 2023-2024 A-a full time, Unaffiliated Level 8 employee in their eighth (8th) year of employment in the District and service under this handbook shall be entitled to \$2,000 annual career increment payment.
  - h. Starting in 2023-2024 A-a full time, Unaffiliated Level 9 employee in their eighth (8th) year of employment in the District and service under this handbook shall be entitled to \$2,000 annual career increment payment.

**4. Update Vacation Days for Level 1-2**

Vacation is earned on an annual basis beginning July 1.

52 week employees shall earn one (1) day of vacation per month of employment to an annual maximum of ~~ten (10)~~ twelve (12) days. Additional vacation time is earned as illustrated below:

Fifteen (15) days after ~~six (6)~~ five (5) years of employment.

Twenty (20) days after ~~fourteen (14)~~ ten (10) years of employment.

Twenty-five (25) days after twenty (20) years of employment.

All vacation days scheduled must be prior approved by the immediate supervisor.

Vacation account balances will be listed on the employee online system. Employees may carry over a maximum of 10 days of their annual accrual.

5. Update Appendix A -Level 1-2 and Level 3

**Appendix B – Sick Leave Accumulation**

Staff who use five (5) days or less of sick leave in a school year may elect to convert sick leave days to cash at \$ ~~\$125~~ \$135/day and the following conditions. The District will use the sick leave balance as of the end of each school year and the new balance will reflect a reduction based on the number of sick days that have been converted to cash. This payment will be made to an eligible tax deferred plan within 60 days after the end of the fiscal year on the following basis:

<b>Accumulated Sick Leave Amount</b>	
30 – 60 days accumulated sick leave	1 day ( <del>\$125</del> \$135)
60+ days accumulated sick leave 270)	2 days (\$ <del>250</del> 270)
90+ days accumulated sick leave 405)	3 days (\$ <del>375</del> 405)
120+ days accumulated sick leave	4 days (\$ <del>500</del> 540)

6. Update Appendix A - Level 4-8 and Level 9

Staff who use five (5) days or less of sick leave in a school year may elect to convert sick leave days to cash at \$ ~~\$125~~ \$135/day and the following conditions. The District will use the sick leave balance as of the end of each school year and the new balance will reflect a reduction based on the number of sick days that have been converted to cash. This payment will be made to an eligible tax deferred plan within 60 days after the end of the fiscal year on the following basis: For employees who have not participated in sick leave conversion,

<b>Accumulated Sick Leave</b>	<b>Amount</b>
30 – 60 days accumulated sick leave	1 day ( <del>\$125</del> \$135)
60+ days accumulated sick leave	2 days (\$ <del>250</del> 270)
90+ days accumulated sick leave	3 days (\$ <del>375</del> 405)
120+ days accumulated sick leave	4 days (\$ <del>500</del> 540)

For employees who have or are participating in the Sick Leave Conversion:

30 days accumulated sick leave      5 days (\$~~625~~ 675)

An employee who is at least age fifty-five (55) and has completed a minimum of ten (10) years of service in District level 4-8 capacity, at least eight (8) hours per day and 52 weeks per year, shall receive payment for ~~\$125~~ 135 per day for unused sick leave exceeding 35 days at time of retirement; not to exceed one-half of annual work days.

Pay will be distributed to the Minnesota State Retirement System Health Care Savings Plan within 60 days of retirement.

**7. Child Care Leave - Level 3**

An employee who has been continuously employed for a period of at least one (1) full year prior to the time that the leave of absence is to become effective may be granted a leave of absence without pay for a period of up to twelve (12) months for the purpose of providing full-time care for a newborn or newly adopted child or children.

An employee may utilize accumulated sick leave up to a maximum of six weeks (30 days) for child care leave. Written application for such leave shall be submitted to the Superintendent at least four (4) months prior to the effective date of such leave.

A child care leave shall be for the period approved by the Employer in consultation with the employee. The Employer may adjust the proposed beginning or ending date of a family leave so the dates of leave coincide with a natural break in the school year.

**8. Holidays - Level 1 & 2** Remove this language as we added more vacation days and this makes the holiday language consistent in Handbooks 1-10.

Salary includes the holidays set by the Employer. Refer to the annual school calendar for dates

~~Salary includes eleven (11) paid holidays. Ten days to be set by the Employer and one floating holiday. Refer to the annual school calendar for dates. Employees working less than 12 months shall be paid for holidays that fall during their regular work year.~~

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Administrative Reports and Recommendations

**ITEM:** Human Resource Services

**COMMENTS BY:** Ms. Vos

1) Board Action on the Contract with Community Ed, School Service Employees for Fiscal Years 2023-2026

The School Board's Bargaining Team and the Wayzata Kids representatives reached a tentative contract agreement on May 24, 2023. Subsequently, the Wayzata Kids personnel, School Service Employees Local 284, voted on June 28, 2023 to ratify the contract.

Attached is the summary of the proposed three-year contract and the costing model. Both the Union and the Board placed a high value on meeting the needs of our Wayzata Kids personnel, especially as we worked to include more preschool teachers and assistants (former Peppermint Fence staff) into this contract. We worked hard to not only create a strong contract but to develop positive working relationships so conversations can continue through Labor Management meetings in between negotiations. In addition, we worked to compress their salary schedule in an effort to retain and recruit staff. Please note that we have changed the title of this contract from Wayzata Kids to Community Ed in an effort to be more inclusive.

The continued hard work displayed by Wayzata Kids/Community Ed staff is appreciated and valued. We are thankful for their commitment to our students and their willingness to work with the District to create a positive work environment.

Negotiations teams members were:

Wayzata Kids- Shelly Johnson, Amanda Reineck, Ashley Wright, Jessica Sorenson, Megan Pennington, Meredith Campbell, Paige Larson, and Sara Toenyan  
District - Michele Bedor, Jenni Ebert, Hillary Disch, Heidi Kader and Stacie Vos



Community Ed Costing Model (3 Year)										
UPDATED:	Final									
Final										
	Base Year	1st Year	2nd Year	3rd Year	\$ Change	% Change	\$ Change	% Change	\$ Change	% Change
Salaries	22-23	23-24	24-25	25-26	Base to Yr 1	Base to Yr 1	Base to Yr 2	Base to Yr 2	Base to Yr 3	Base to Yr 3
School	\$ 2,913,345	\$ 3,192,352	\$ 3,332,967	\$ 3,517,735	\$279,008	9.58%	\$ 419,622	14.40%	\$ 604,391	20.75%
Summer	\$ 924,246	\$ 997,502	\$ 1,024,623	\$ 1,084,328	\$73,256	7.93%	\$ 100,377	10.86%	\$ 160,082	17.32%
Subtotal	\$ 3,837,591	\$ 4,189,854	\$ 4,357,590	\$ 4,602,064	\$ 352,264	9.18%	\$ 519,999	13.55%	\$ 764,473	19.92%
<b>Benefits</b>										
FICA (.0765)	\$293,576	\$320,524	\$333,356	\$352,058	\$26,948	9.18%	\$39,780	13.55%	\$ 58,482	19.92%
PERA (.075)	\$287,819	\$314,239	\$326,819	\$345,155	\$26,420	9.18%	\$39,000	13.55%	\$ 57,335	19.92%
Health	\$567,870	\$607,621	\$638,002	\$669,902	\$39,751	7.00%	\$70,132	12.35%	\$ 102,032	17.97%
Dental	\$61,865	\$63,721	\$65,633	\$67,602	\$1,856	3.00%	\$3,768	6.09%	\$ 5,737	9.27%
Life Insurance	1,137	1,244	1,303	1,371	\$107	9.37%	\$165	14.54%	\$ 233	20.53%
LTD	4,980	5,458	5,717	6,022	\$478	9.60%	\$737	14.80%	\$ 1,042	20.92%
TSA	\$8,285	\$10,498	\$58,006	\$62,658	\$2,214	26.72%	\$49,722	600.18%	\$ 54,373	656.32%
Value of Care	\$55,000	\$60,000	\$62,500	\$65,000	\$5,000	9.09%	\$7,500	13.64%	\$ 10,000	18.18%
Subtotal	\$1,280,532	\$1,383,306	\$1,491,336	\$1,569,767	\$102,773	8.03%	\$203,304	15.88%	\$ 279,235	21.81%
Grand Total	\$ 5,118,123	\$ 5,573,160	\$ 5,848,926	\$ 6,171,831	\$ 455,037	8.89%	\$723,303	14.13%	\$ 1,043,707	20.39%
<b>Increased Cost of the Contract:</b>					<b>3 Yr. Base</b>	<b>3 Yr New</b>	<b>Difference</b>	<b>Percent</b>		
<b>Total Salaries/Benefits:</b>					<b>\$15,354,369</b>	<b>\$ 17,593,917</b>	<b>\$ 2,239,547</b>	<b>14.59%</b>		

**WAYZATA KIDS CONTRACT CHANGES  
FINAL AGREEMENTS  
2023-2026**

**Issue #1 and #2**

Three Year Contract: Change all respective dates to reflect a new three year agreement for July 1, 2023 through June 30, 2026.

Wayzata Kids contract title will be changed to Community Education (Ed) to be more inclusive of the employees covered under this contract.

**Issue #3 - Article III- Section 3.3 Wage Rates**

**Section 3.3 • Wage Rates**

The hourly rate of positions covered by this agreement shall be based upon the individuals' responsibility level as shown in the schedules below.

Employees hired prior to January 1 will move to their appropriate wage/level as of the following July 1. Employees hired after December 31 will move to their appropriate wage/level on July 1 of the following year.

**Classifications:**

~~Wayzata Kids Program Assistant~~

~~Wayzata Kids Program Instructor/Program Supervisor~~

~~Wayzata Kids Preschool Program Instructor~~

I. Preschool Teachers and Wayzata Kids Lead Program Instructor

II. Preschool Inclusion Assistants/~~Special Needs Program Instructors~~ Wayzata Kids Program Instructors

III. Wayzata Kids and Preschool Assistants

<u>Section 3.8 Longevity</u>	<u>2020-2023</u>	<u>2023-2025</u>
After 15 years of service	\$.25	\$.50
After 20 years of service	\$.50	\$0.75

Salary schedules were compressed from 14+ years to 10+ years. Salary compressions accounted for salary increases in comparison to the usual percentage increases.

Plus 1% stipend for former Peppermint Fence Teachers not on the Preschool Teacher salary schedule.

**Issue #4- Article IV- Hours and Compensation - Section 4.4 • Snow Days and Emergency Closings**

If ~~Wayzata Kids~~ is closed, due to snow days or emergency closings, hourly staff do not report to work and will be paid for their normal daily work hours. This includes e-Learning days that were not previously scheduled on the school calendar.

If a school is closed for a building emergency (flooding, no water, fire, lack of power, etc.) staff will be reassigned to open positions in other buildings throughout the district.

If school is delayed, Wayzata Kids and preschool will open according to the late start. Employees will be paid for their normal daily work hours.

In the event the Employer reschedules a make-up day, all employees will work the re-scheduled day without additional pay.

On District approved e-Learning days, ~~Wayzata Kids-Preschool Teachers~~ may be expected to provide instruction. The District may also have work from home expectations for employees. If employees are asked to work from home, the District will take into consideration the need for technology.

## Issue #5 - Article V- Vacations and Holidays, Section 5.1 Vacations

### **Section 5.1 • Vacations**

~~Wayzata Kids~~Staff must be contracted a minimum of 15 hours per week and 52-weeks per year to earn vacation days. Vacation days earned for July and August (two days) will be placed in the employee's balance on July 1<sup>st</sup> of each year. The days earned for September – June (remainder of earned vacation time) of each fiscal year will be placed in the employee's balance on September 1. Vacation days are equivalent to the regular number of hours scheduled per day in the Wayzata Kids and preschool programs. If hired during the school year, vacation shall be prorated.

Requests for vacation days must be submitted in writing to the ~~Site Manager~~ Community Ed Leadership at least two (2) weeks in advance, and must be approved by the ~~Site Manager~~ Community Ed Leadership. No more than two (2) employees per building may use accumulated leave at the same time; unless at management's discretion, more than two (2) employees can be accommodated. Vacations shall be awarded on a first-come, first-serve basis. If more than two (2) employees request the same time off on the same day, the two (2) employees with the most seniority in childcare will be awarded the time off. Priority will be given to those with earned time prior to approving time off without pay. All time off approvals are based on program needs and program enrollment.

Vacation days cannot be requested as cash payment. Vacation days do not accrue, but may be used up to August 31 of the following year they are earned.

A maximum of seven (7) days of vacation shall be approved during the summer program. Vacation is defined as using earned time. For special, unique circumstances employees may submit a written request for up to ten (10) days of vacation during the summer program. This request will be sent to the ~~Wayzata Kids Coordinator~~ program manager and must be pre-approved.

Employees, who have accrued vacation hours and choose not to work in the summer program, may carryover up to an equivalent of five (5) accrued vacation days into the following school year. These hours must be used during the following school year. Employees who elect not to work during a subsequent summer will maintain their last vacation step, upon returning to 52-week employment.

Vacation days shall be earned based on the following schedules:

- A. For Wayzata Kids Personnel, who were hired prior to July 1, 2011, and are contracted a minimum of 30 hours per week and 52 weeks per year:

Vacation Step 1-3 earns five (5) days.

Vacation Step 4-7 earns ten (10) days.

Vacation Step 8-11 earns fifteen (15) days.

Vacation Step 12+ earns twenty (20) days.

Vacation Step 20+ earns twenty-three (23) days.

- B. For eligible ~~Wayzata Kids~~ **Community Ed** Personnel hired after July 1, 2011 and are contracted a minimum of 15 hours per week and 52 weeks per year:

Vacation earned years 1 (one) through 4 (four) earns five (5) days.

Vacation earned years 5 (five) through 7 (seven) earns ten (10) days.

Vacation earned years 8 (eight) through 14 (fourteen) earns fifteen (15) days.

Vacation earned years 15 (fifteen) through 19 (nineteen) earns twenty (20) days.

Vacation earned years 20+ (twenty) earns twenty-three (23) days.

- C. For employees whose District assignment is combined between School Service Employees Local 284 (**Administrative Professional Secretarial** and Paraprofessional Personnel) and this contract, and are assigned eight (8) hours per day (or 40 hours per week) during the school year Wayzata Kids and **Preschool Programs** and a minimum of seven (7) hours per day (or 35 hours per week) during the summer Wayzata Kids and **Preschool** Programs shall earn vacation days based on the following:

Vacation earned years 1 (one) through 4 (four) earns 5 (five) days.

Vacation earned years 5 (five) through 7 (seven) earns 10 (ten) days.

Vacation earned years 8 (eight) through 14 (fourteen) earns 15 (fifteen) days.

Vacation earned years 15 (fifteen) plus earns 20 (twenty) days.

These vacation days cannot be used for their paraprofessional assignment. However, vacation time up to eight (8) hours per day may be used during any non-student contact day in which they are not assigned. Employees must be available to work non-student contact days (release days) and must follow Wayzata Kids and Preschool vacation time off request procedures, which is approved in conjunction with registration deadlines, not before. Employees who have accrued vacation hours and choose not to work in the summer program, may carry over up to an equivalent of five (5) accrued vacation days into the following school year. These hours must be used during the following school year. Employees who elect not to work during a subsequent summer will maintain their last vacation step, upon returning to 52-week employment.

## Issue #6- Article VI- Holidays

### **Section 5.2 • Holidays**

Holidays shall be set by the Employer and representative(s) of this bargaining unit shall be notified prior to July 1 of the contract year. Holidays are equivalent to the regular number of hours scheduled per day in the Wayzata Kids program. 52-week employees shall receive ~~ten (10)~~ **eleven (11)** paid holidays. For employees working less than 52-weeks, they shall be eligible for any paid holidays which fall on days they are scheduled to work.

## Issue #7 - Article VIII - Layoffs

### **Section 8.3 • Layoffs**

Layoffs among positions within classifications shall first be made on the basis of district seniority ~~within the building~~. The least senior employee within a classification ~~in the building~~ shall be the first employee laid off; provided, however, that employees retained have the qualifications and ability to perform the work available.

~~For preschool instructors district seniority will be used in determining the layoff and recall procedures of employees. For the purpose of clarification, a separate seniority list for preschool instructors will be created.~~

Employees placed on layoff will remain on the seniority list and be eligible only for recall to a position in the employee's present classification under the procedures and within the time period specified in Section 8.5.

~~The only exception to this procedure involves a Wayzata Kids Program Instructor/Program Supervisor or Special Needs Inclusion Program Instructor who is assigned to a one-to-one management position for a special needs child. If a least senior employee holds one of these positions, layoff shall be deferred until the end of the school year, until the child leaves the school, or until the child no longer is required to have one-to-one management, whichever occurs the earliest. If a layoff is deferred for such reasons, the next least senior Wayzata Kids Program Instructor/Program Supervisor or Special Needs Inclusion Program Instructor shall be laid off.~~

## **Article X - Termination of Employment, Discipline and Personnel Files**

### **Section 10.1 Probationary Period**

Each new employee shall serve a probationary period of ninety (90) work days of continuous service. The Employer may terminate a probationary employee without specifying any cause and without recourse to the grievance procedure. **If deemed necessary the probationary period may be extended.**

## **Issue #14 - Article VI - Section 6.7 Tax-Sheltered Annuities**

Section 6.7 - Tax-Sheltered Annuities A Tax-Sheltered Annuity Program shall be available to all employees. Salary Reduction Agreements (SRA) may be submitted for approval at any time during the year. Approved SRA's shall be implemented no later than twenty-one (21) days following submission of an accurate application.

The Employer shall contribute up to a one percent (1%) match of annual base salary per school year to an approved Tax Sheltered Tax-Sheltered Annuity Program for eligible full-time employees as defined in Section 4.1. The match would begin after ~~seven (7)~~ one (1) years of District Home Base service.

The Employer will contribute up to a two percent (2%) match of annual base salary per school year to an approved Tax Sheltered Tax-Sheltered Annuity Program for eligible full-time employees following the completion of five (5) years of district service.

The Employer will contribute up to a four percent (4%) match of annual base salary per school year to an approved Tax Sheltered Tax-Sheltered Annuity Program for eligible full-time employees following the completion of ten (10) years of district service.

The Employer shall contribute up to a one percent (1%) match of annual base salary per school year to an approved Tax Sheltered Tax-Sheltered Annuity Program for employees working part-time after ~~five~~ fifteen (15) years of District Home-Base service.

#### **Appendix A- Memorandum of Understanding - Childcare Benefits**

Wayzata Public Schools ISD No. 284 and the ~~Wayzata Kids~~ Community Ed Personnel agree for the ~~2017-20~~ 2020-2023 fiscal years, the Employer will offer childcare benefits as follows:

Children of Wayzata Kids employees who fit the age criteria of the Wayzata Kids program may attend Wayzata Kids free of charge. The staff person must be working while their child is in Wayzata Kids care. If the staff person is not working and their child is in attendance, the employee will be charged a discounted amount as set by the Wayzata Kids Coordinator. Children of these employees must register during the public registration. Staff children must be registered at a site other than where a parent is scheduled to work. The value of the care provided is a taxable employee benefit. This benefit is for children of Wayzata Kids employees and does not cover extended family.

This includes only before and after school childcare, not preschool programs starting the 2024/2025 school year.

This MOU expires on June 30, ~~2020~~ 2026.

#### **Appendix B -MEMORANDUM OF UNDERSTANDING Progressive Discipline**

As part of the ~~2020-2023~~ 2023-2026 Wayzata Kids and Preschool Personnel and Wayzata Public Schools negotiations process, we agree the following will apply for the ~~2020-2023-~~ 2023-2026 school years:

If an employee meeting may result in discipline:

1. The Employer will notify the Employee of the scheduled meeting at least one (1) day in advance.
2. The Employer will inform the Employee of their right to have union representation and the Employee's responsibility to contact their union representative.
3. If the Employee chooses not to be represented by the Union, the Union is not responsible for the outcome of said meeting.

The parties agree that the above will not apply with allegations of possible criminal activity (e.g. theft, child maltreatment, misuse of District Technology) or other serious allegations as deemed by the Employer.

This MOU will sunset on June 30, ~~2023~~ 2026<sup>95</sup>

APPENDIX C

MOU



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Human Resource Services

**ITEM:** Supplemental Salaries

**COMMENTS BY:** Stacie Vos, Executive Director of Human Resource Services

**Supplemental Salaries for 2023-24**

It is recommended that the Board approve the pay rates for 2023-24

**Reserve Teachers:** Represents a \$5.00 increase in pay for each of the levels and Long Term for the 2023-2024 school year. The Level 1 pay rate from 2022-23 is also being removed, moving to two levels (and the Long Term rate) instead of three levels for reserve teacher pay (attachment).

**Technology Department – Casual Employees:** Updated High School Student rate to meet minimum wage requirements for the 2023-24 school year (attachment).

**Classified Staff - Substitute Pay Guidelines:** Changes include updating Substitute Custodian rate to align with the Step 1 Custodian rate for the 2023-24 school year and a 2% increase for the RN and LPN Health Office Sub rates. Preschool and Wayzata Kids Substitute rates have also been added and align with rates articulated in the contract (attachment).

**Activity Fund:** Curriculum Writing Rate will update in alignment with the WEA Master Contract for 2023-24. No additional changes (attachment).

**Community Education Services Hourly Rates:** Represents a 3% pay increase for the 2023-2024 school year (attachment).

**Early Learning School (Peppermint Fence):** Represents a 1.0% pay increase for the 2023-2024 school year (attachment).

**Recommended Action:** Approve the 2023-24 Supplemental Salaries as recommended.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Abstentions:** \_\_\_\_\_

**Wayzata Public Schools  
Reserve Teachers  
Daily Rate Recommendations  
2023-24**

**Board Approved:**

Level 1	\$155
Level 2	\$170
Long Term	\$205

**Technology Department – Casual Employee Pay Rates**  
**Computer Technology, A/V, Video and Theater Technicians**  
**(Part Time and/or Contractual)**  
**2023-24**

Pay rates have been established for student workers and other outside personnel who are engaged in a variety of computer technology, and video setup and production work. They are paid through the District Technology Office or Community Education.

**I. High School Students** **\$10.59 - \$12.00/hour**

Generally, students from the High School computer/Cisco classes or the Advanced Television Production classes who have demonstrated good working knowledge and enthusiasm in computer or video technology and have participated in projects or past productions as part of their classroom requirements.

**II. High School Students/Graduates** **\$11.50 - \$15.30/hour**

Generally, students and graduates from the High School computer or television classes involved in more complex, technical and/or specialized work, such as computer software and programming, and video producing, directing and editing.

**III. Contractual** **\$15.00 - negotiated market rate**

Occasional specialized services including general individualized consulting for computer technology, video and audio wiring, signal testing/measurement, theater lighting, and equipment installations and repairs.

## **Classified Employee - Substitute Pay 2023-2024**

**Food Service** (current contract rates):

	Probationary Rate
Former Employees:	Level 1

**Custodians** (current contract rates): Step 1

**Paraprofessionals** (current contract rates):

	Class IV/Step 1
Retirees:	Class IV/Step 2

If in a long term position for ten (10) or more consecutive days, pay at Step 1 of the classification of the position.

**Administrative Professionals** (current contract rates):

	Class IV/Step 1
Retirees:	Class IV/Step 2

If in a long term position for ten (10) or more consecutive days, pay at Step 1 of the classification of the position.

**Health Office Subs:**

RN: \$27.05

LPN: \$22.89

Non-License: Class III/Step 1 (current contract rate)

Non-License Retiree: Class III/Step 2 (current contract rate)

**Community Ed Preschool** (current contract rates):

Preschool Assistants: Step 1

Preschool Inclusion Assistants: Step 1

Preschool Teachers: Step 1

**Community Ed Wayzata Kids** (current contract rates):

Program Assistants: Step 1

Program Instructors: Step 1

NOTE: If the above pay guidelines are not utilized, the supervisor must contact the Executive Director of Human Resource Services for approval prior to hiring.

## Activity Fund Casual Employees 2023-24

### **PERFORMING ARTS**

#### **BAND, CHOIR, ORCHESTRA, THEATRE**

##### **Assignment**

Concert House Manager

Guest Clinician

Guest Artist

\$85/concert

variable based upon expertise

variable based upon expertise

### **BAND**

##### **Assignment**

Adjudicator for Solo/Ensemble Contest

Accompanist for Solo/Ensemble Contest

##### **Rate of Pay**

\$250 stipend per contest

\$30 per entry

### **CHOIR**

##### **Assignment**

Accompanist for District Solo/Ensemble Contest

Adjudicator for District Solo/Ensemble Contest

Accompanist for Region Solo/Ensemble Contest

Adjudicator for auditions for Vive, Chamber, Madrigals

Adjudicator for auditions for Choral/Orchestral Soloists

##### **Stipend or Hourly Rate of Pay**

\$200 stipend per contest

\$250 stipend per contest

\$300 stipend per contest

TBD – Hourly Curriculum Writing Rate (WEA Master Contract)

TBD – Hourly Curriculum Writing Rate (WEA Master Contract)

### **ORCHESTRA**

##### **Assignment**

Accompanist for Capstone Auditions

Accompanist for Concerts

Accompanist for Solo/Ensemble Contest

Adjudicator for Auditions

Adjudicator for Solo/Ensemble contest

##### **Rate of Pay**

Master Contract Hourly Rate

\$150 stipend per concert

\$30 per entry

TBD – Hourly Curriculum Writing Rate (WEA Master Contract)

\$250 stipend per contest

### **Theatre**

##### **Assignment**

Specialist Coach (i.e. Dialect, Fight, Puppet Artist)

##### **Rate of Pay**

TBD – Hourly Curriculum Writing Rate (WEA Master Contract)



# Wayzata Kids Salary Schedule

**Wayzata Kids Site Manager**

*FY 2023-2024*

Excellence. For each and every student.

Step	<b>Manager</b> <i>10 Months</i> 2023-24	<b>Manager</b> <i>12 Months</i> 2023-24
1	\$53,163	\$66,135
2	\$53,163	\$66,135
3	\$58,112	\$72,295
4	\$58,112	\$72,295
5	\$59,498	\$74,014
6	\$59,498	\$74,014
7	\$60,927	\$75,794
8	\$60,927	\$75,794
9	\$62,201	\$77,368
10	\$62,201	\$77,368
11	\$64,075	\$79,698
12	\$65,845	\$81,924

## Wayzata Early Learning School Hourly Wage Recommendations

2023-2024

(Formerly Peppermint Fence)

Step	Preschool Teachers (Grandfathered)
1	\$25.27
2	\$25.99
3	\$26.72
4	\$27.44
5	\$28.16
6	\$28.87
7	\$29.73
8	\$30.34
9	\$31.06
10	\$31.75

Longevity: Years 11-15 \$0.50

Longevity: Years 16+ \$0.75

**Additional: 1% of employee's annual salary is paid out at the end of the fiscal year.  
In the event of a resignation/retirement mid-year, the payment will be prorated.**



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Board Reports

**ITEM:** Board Reports

**COMMENTS BY:** Sarah Johansen, Board Chair

This section of the agenda provides an opportunity for Board members to update school board members on school board-related work or to make announcements of interest to the public.



**Board of Education**  
Regular Meeting – July 10, 2023

**AGENDA SECTION:** Adjourn

**ITEM:** Adjourn

**COMMENTS BY:** Sarah Johansen, Board Chair

This agenda item brings closure to the School Board meeting.

**Recommended Action:** Call the meeting to a close.

**Motion by:** \_\_\_\_\_ **Yes:** \_\_\_\_\_ **Passed:** \_\_\_\_\_

**Second by:** \_\_\_\_\_ **No:** \_\_\_\_\_ **Failed:** \_\_\_\_\_

**Time of Adjournment:** \_\_\_\_\_ 205 \_\_\_\_\_