

Princeton Public Schools - ISD 477
Tuesday, January 17, 2017 at 7:00 PM
Regular School Board Meeting
District Office Board Room located at City Hall

Our Mission

Princeton is an innovative leader in instruction, developing in EVERY learner the ability to succeed in an ever-changing world.

Our Vision

Princeton will equip every student to be career and college ready through personalized instruction, community partnerships and collaboration.

1. PROCEDURAL ITEMS

- a. Fall Commendations
- 2. Call to Order and Pledge of Allegiance
- 3. Roll Call
- 4. Citizen Comments

5. REPORTS

- a. Board Members Committee Reports
- b. Student Council Report
- c. Superintendent Report

6. APPROVE AGENDA

7. DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES 3

8. CONSENT AGENDA

The consent agenda consists of non-controversial items that the Board adopts routinely without debate. Any single member may remove an item from consent agenda by requesting removal at the time the consent agenda is moved for adoption. The full text of items approved by consent may be found at the conclusion of the agenda.

- a. Personnel 7
- b. Bills 8
- c. Wire Transfers 18
- d. Treasurer's Report 19
- e. Construction Change Orders 20
- f. Gifts/Gift Solicitation 21
- g. Fundraisers 24

9. INFORMATIONAL ITEMS

- a. Class Size Ranges-Presented by Stacie Vos 26
- b. One to One update-Presented by Eric Simmons 28

c. Expanding the Brand Update-Presented by Julia Espe	32
10. ACTION ITEMS	
a. 2017-2018 School Calendar- <i>I move to accept the 2017-2018 School calendar as proposed.</i>	37
b. Video Scoreboard Position- <i>I move to accept the video scoreboard position as presented.</i>	38
11. FUTURE MEETING(s) INFORMATION	
a. Project Oversight Committee-1.26.17 @ 3:30	
12. ADDITIONS TO AGENDA	
13. ADJOURN-	

Call to Order

The regular meeting of the School Board of District #477 was called to order by Chair Deb Ulm on the **3rd day of January, at 7:00 p.m.** in the District Office Board Room.

Roll Call: Members Present:, Howard Vaillancourt, Eric Strandberg, Craig Johnson, Chad Young, Deb Ulm, Eric Minks, and Sue VanHooser

Members Absent: None

Others present: Superintendent Julia Espe, Director of Business Services Michelle Czech, Director of Technology Eric Simmons, Director of Teaching and Learning Julie Williams.

Student Council Representative: None

Citizen Comments: None

REPORTS

Board committee meeting(s) and School Events each Board member attended.

Eric Minks	Project Oversight
Deb Ulm	Agenda Planning Meeting
Chad Young	Project Oversight

Superintendent Report: No Report

APPROVE AGENDA

Motion made by Eric Minks, seconded by Chad Young *to approve the agenda as presented. Motion passed unanimously.*

DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES

Motion made by Howard Vaillancourt and seconded by Craig Johnson, to approve the December 20th, 2016 Regular Board meeting minutes as presented. Motion passed unanimously.

CONSENT AGENDA

Motion made by Chad Young, seconded by Howard Vaillancourt *to approve the consent agenda as presented. Personnel, Gifts, Fundraiser.* Motion passed unanimously.

INFORMATION

2017-2018 School Calendar- Presentation was given by Julie Williams. A survey was sent out to families and staff members on the proposed school calendar for 2017-2018. Over 850 parents and staff responded to the survey. Presentation included the survey results along with the proposed calendar. The information is located on Boardbook.

Video Board Operator Position- Presentation was given by Julia Espe on the proposed position. The video board operator would not only manage the video board, but would also be in charge of training and overseeing students to work the scoreboard. Crystal Cabinets stated that they would like to help fund the proposed position for two years. More Information is located on Boardbook.

Expand the Brand Update- Presentation was given by Julia Espe on expanding the Princeton Brand. The task force, which consists of representatives from each building and each program, has met three times with the branding company. She presented to the board the initial designs that are being brought to the district for consideration.

Safe Routes to School-Presentation was given by Michelle Czech on the Safe Route to School Grant that the county, city and the district has applied. Once approved, the funds would go to providing additional sidewalks and lighting to improve safer walking conditions for areas near the schools. This grant is asking for a 20% match that would be divided between the county, city and district. The funds would not become available to us until 2021. The county and the city have both passed resolutions to approve the grant, and they are asking for a letter of support from the district. The letter can be located on Boardbook.

ACTION ITEMS

Sweep- Motion made by Eric Minks and seconded by Craig Johnson *to approve the sweep and money market account at Bremer Bank.* Motion passed unanimously.

Future Meetings: Wellness Community meeting-3:30, Wednesday, January 4th
Leadership Conference-January 12-13th
Policy meeting-5:30, Tuesday, January 17th

Additions to the agenda: None

ADJOURN - Motion to adjourn the meeting made by Craig Johnson, seconded by Sue VanHooser. Meeting was adjourned at 7:30 p.m.

Chair Deb Ulm

Clerk Eric Minks

Recorder-Kari Plafcan

Call to order and Pledge of Allegiance

The organizational meeting of the School Board of District #477 was called to order by Vice Chair Deb Ulm on the **3rd day of January, at 6:45 p.m.** in the District Office Board Room.

Roll Call: Members Present: Deb Ulm, Howard Vaillancourt, Chad Young, Eric Minks, Sue VanHooser, Eric Strandberg and Craig Johnson

Members Absent: None

Oath of Office- Sue VanHooser, Chad Young, Howard Vaillancourt and Eric Strandberg took the oath of office.

ACT ON AGENDA

Motion made by Howard Vaillancourt, and seconded by Eric Minks, to approve the agenda as presented. Motion passed unanimously.

ELECT A SCHOOL BOARD CHAIR FOR 2017

Motion by Howard Vaillancourt seconded by Craig Johnson to nominate Deb Ulm as School Board Chair. Motion passed unanimously.

ELECT A SCHOOL BOARD VICE CHAIR

Motion made by Craig Johnson to nominate Chad Young as Vice Chair. Motion passed unanimously.

ELECT A SCHOOL BOARD CLERK- Chad Young nominated Eric Minks as Clerk. Motion passed unanimously.

ELECT A SCHOOL BOARD ACTING CLERK – Eric Minks nominated Sue VanHooser as the acting clerk. Motion passed unanimously.

ELECT A SCHOOL BOARD TREASURER- Eric Minks nominated Eric Strandberg for the Board Treasurer. Motion passed unanimously.

BOARD COMPENSATION- Eric Minks made a motion to increase the board compensation by \$100. By board policy, this will automatically add Board Chair compensation. Compensation will be \$450 for board members and \$550 for the Board Chair. Motion was seconded by Craig Johnson. Upon roll call the following voted for: Eric Minks, Eric Strandberg, Deb Ulm, Craig Johnson. Opposed: Chad Young, Howard Vaillancourt, Sue VanHooser. Motion passed 4:3.

Depository- Motion by Howard Vaillancourt, seconded by Chad Young to designate Bremer Bank; People's Bank of Commerce; Wells Fargo Bank; Minnesota School District Liquid Asset Fund; Citigroup; PMA Securities/MnTrust; Sherburne State Bank; the PFM Group; Edward Jones and Spire Financial as official depositories. Motion passed unanimously.

Designate the Official School District Publication for 2017- Minnesota Statute requires that we designate an official school district publication. The criteria for such designation is met by the Union Times

in our area. Therefore, the District Administration recommended The Union-Eagle Newspaper for the official school district newspaper for any District publication items. Motion made by Eric Strandberg and seconded by Howard Vaillancourt to designate the Union- Times as our official school district publication. Motion passed unanimously.

Designate Bond Counsel for 2017- The school district has used Knutson, Flynn & Deans. The District Administration recommends their firm for our bond counsel in 2017, if needed. Craig Johnson made a motion to accept Knutson, Flynn & Deans for Bond Counsel. Chad Young seconded the motion. Motion passed unanimously.

Designate Attorney for 2017- The school district has used Rupp, Anderson, Squires, & Waldspurger, and the District Administration recommends the firm for 2017. Eric Minks made a motion to accept Rupp, Anderson, Squires, & Waldspurger for the District Attorney, Howard Vaillancourt seconded the motion. Motion passed unanimously.

School District Funds- Motion by Craig Johnson, seconded by Eric Minks, to authorize the Director of Business Services and/or Designee to make short-term investments, deposits, transfers, and withdrawals from savings via wire transfers to other financial institutions, to make electronic fund transfers, and to sign stop-payments in accordance with existing Minnesota Statutes 123B.14, subdivision 1. Motion passed unanimously.

Lease, Purchase, and Contract for Goods and Services- Motion by Craig Johnson seconded by Sue VanHooser, to authorize the Superintendent and Director of Business Services to lease, purchase, and contract for goods and services within the general budget categories pursuant to Minnesota Statute 123B.52, subdivision 2. Motion passed unanimously.

Facsimile Signatures- Motion by Eric Mink , seconded by Eric Strandberg , to authorize the Director of Business Services to use facsimile signatures for all school district checks and orders [and to authorize the Director of Business Services to use the 2016 facsimile signatures, if there are new members in the roles of: Chair, Clerk, and Treasurer, until a new signature plate is prepared. Motion passed unanimously.

ADJOURN - Chad Young made a motion seconded by Eric Minks to adjourn the meeting. Motion passed unanimously. Meeting was adjourned at 7:00 p.m.

Chair Deb Ulm

Clerk Eric Minks

Recorder-Kari Plafcan

01.17.2017

Name	Status	Job Title	Group	Replacing	Effective Date	Wage
Atkins, Tammy	Change in Assignment	SS-SpEd Para-adding 15 min. to Monday	Para	N/A	1.9.17	No Change
Barlage, Keith	LOA	Building and Grounds		N/A	1/13/17	
McAlpine, Ashley	Resignation	FC-SpEd Para	Para	N/A	1.3.17	
Moore, Lora	LOA	SpEd Para	Para	N/A	2.6.17-3.21.17	
Patnode, Mary	resignation	Assistant Girls Softball Coach		N/A	1.9.17	
St. Marie, Kathleen	Resignation	IS-SpEd para	Para	N/A	1.9.17	
Ulm, Krystal	Intermittent LOA	SpEd	PEA	N/A	1.4.17	

Princeton Public Schools #477
Detail Payment Register By Check No.
Fund Summary

Fund	Description	Total
01	General Fund	\$802,827.01
02	Food Service	\$79,997.02
04	Community Service	\$13,195.57
06	Construction	\$260,762.63
10	Student Activities	\$9,727.40
Report Total		\$1,166,509.63

Princeton Public Schools #477

Check Register by Bank and Check Number

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477		001	69576	163972	Check	1	10795	1	ACE SOLID WASTE, INC	Yes	Yes	No	USD	12/16/2016	3,704.49
			69598	163973	Check	1	2816		ANDERSON GREG	Yes	Yes	No	USD	12/16/2016	866.89
			69588	163974	Check	1	14819	2	BSN SPORTS	Yes	Yes	No	USD	12/16/2016	906.30
			69580	163976	Check	1	12434	1	C.M.S.C.A.	Yes	Yes	No	USD	12/16/2016	50.00
			69578	163977	Check	1	11656		DEAN FOODS NORTH CENTRAL	Yes	Yes	No	USD	12/16/2016	5,312.09
			69583	163978	Check	1	14071		DEHNICKE ADAM	Yes	Yes	No	USD	12/16/2016	113.00
			69595	163979	Check	1	2270		ECM PUBLISHERS INC.	Yes	Yes	No	USD	12/16/2016	76.00
			69596	163980	Check	1	2278		ECOWATER SYSTEMS	Yes	Yes	No	USD	12/16/2016	21.00
			69597	163981	Check	1	2353		ELECTRIC MOTOR SERVICE INC	Yes	Yes	No	USD	12/16/2016	274.18
			69593	163982	Check	1	15407		GROESS BONNY	Yes	Yes	No	USD	12/16/2016	19.20
			69581	163983	Check	1	12624		HOFSTEDT JASON	Yes	Yes	No	USD	12/16/2016	113.00
			69587	163984	Check	1	14674		HOUGHTON MIFFLIN HARCOURT	Yes	Yes	No	USD	12/16/2016	85.26
			69610	163985	Check	1	8027		KRITZ KEVIN	Yes	Yes	No	USD	12/16/2016	116.00
			69609	163986	Check	1	7064		LARKIN PETER J.	Yes	Yes	No	USD	12/16/2016	113.00
			69600	163987	Check	1	4326		M.M.E.A.	Yes	No	No	USD	12/16/2016	265.00
			69599	163988	Check	1	3979		MALLEY DAVE	Yes	No	No	USD	12/16/2016	113.00
			69591	163989	Check	1	14991		MEED TREVOR	Yes	Yes	No	USD	12/16/2016	116.00
			69582	163990	Check	1	12957	1	MIDCONTINENT COMMUNICATIONS	Yes	Yes	No	USD	12/16/2016	609.28
			69590	163991	Check	1	14959		NUTRISLICE, INC.	Yes	Yes	No	USD	12/16/2016	1,778.70
			69584	163992	Check	1	14104		OLSON JARED	Yes	Yes	No	USD	12/16/2016	116.00
			69611	163993	Check	1	8659		PESI, INC.	Yes	Yes	No	USD	12/16/2016	233.93
			69592	163994	Check	1	15406		PETERSON MELISSA	Yes	No	No	USD	12/16/2016	36.80
			69594	163995	Check	1	1693		PETTY CASH-MARGARET DEGLMAN	Yes	Yes	No	USD	12/16/2016	33.60
			69601	163996	Check	1	5129		PRINCETON FLORAL & GIFT	Yes	Yes	No	USD	12/16/2016	24.80
			69602	163997	Check	1	5159		PRINCETON YOUTH HOCKEY ASSN	Yes	Yes	No	USD	12/16/2016	33,000.00
			69577	163998	Check	1	11371		RECH DAVID	Yes	Yes	No	USD	12/16/2016	113.00
			69603	163999	Check	1	5521		SCANTRON CORPORATION	Yes	Yes	No	USD	12/16/2016	204.45
			69605	164000	Check	1	5577	1	SCHELDE NORTH AMERICA L.L	Yes	Yes	No	USD	12/16/2016	113.60
			69604	164001	Check	1	5523		SCHOLASTIC BOOK CLUBS INC	Yes	Yes	No	USD	12/16/2016	54.50
			69606	164002	Check	1	5593	5	SCHOOL SPECIALTY INC.	Yes	Yes	No	USD	12/16/2016	138.31
			69612	164003	Check	1	9244		SUPER DUPER PUBLICATIONS	Yes	Yes	No	USD	12/16/2016	92.81
			69585	164004	Check	1	14477		TEACHERS ON CALL	Yes	Yes	No	USD	12/16/2016	10,411.70
			69607	164005	Check	1	6109		THERAPY SHOPPE	Yes	No	No	USD	12/16/2016	35.44
			69586	164006	Check	1	14576		THOMPSON EARLIHUE JR.	Yes	Yes	No	USD	12/16/2016	113.00
			69608	164007	Check	1	6226	1	TRIARCO ARTS & CRAFTS	Yes	Yes	No	USD	12/16/2016	355.36
			69589	164008	Check	1	14868		U.S. BANK EQUIPMENT FINANCE	Yes	Yes	No	USD	12/16/2016	341.54
			69613	164009	Check	1	5146		PRINCETON POST OFFICE	Yes	Yes	No	USD	12/19/2016	1,407.42
			69614	164010	Check	1	13592		PANERA BREAD	Yes	Yes	No	USD	12/20/2016	173.32
			69617	164011	Check	1	9785	2	BREAKDOWN SPORTS USA	Yes	No	No	USD	12/22/2016	560.00
			69649	164012	Check	1	4545		AUTO VALUE PRINCETON	Yes	Yes	No	USD	12/22/2016	195.92
			69643	164013	Check	1	1840		C.M.E.R.D.C.	Yes	Yes	No	USD	12/22/2016	583.29

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Princeton Public Schools #477
Check Register by Bank and Check Number

Batch Co	Bank	Pynt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477	001	69625	164014	Check	1	12148		CRAFT'S DIRECT	Yes	Yes	No	USD	12/22/2016	57.97
		69633	164015	Check	1	13599		DARRYL WALETZKO LLC	Yes	Yes	No	USD	12/22/2016	5,835.00
		69624	164016	Check	1	11656		DEAN FOODS NORTH CENTRAL	Yes	Yes	No	USD	12/22/2016	2,461.34
		69652	164017	Check	1	7913		DOVENMUEHLER DALE	Yes	Yes	No	USD	12/22/2016	113.00
		69644	164018	Check	1	2270		ECM PUBLISHERS INC.	Yes	Yes	No	USD	12/22/2016	1,764.88
		69645	164019	Check	1	2331		EGAN COMPANY	Yes	Yes	No	USD	12/22/2016	3,040.00
		69638	164020	Check	1	15192		EMPLOYEE BENEFITS CORPORATIC	Yes	Yes	No	USD	12/22/2016	226.40
		69622	164021	Check	1	11445		FIELD ENVIRONMENTAL CONSULTIN	Yes	No	No	USD	12/22/2016	3,900.00
		69631	164022	Check	1	13030		GIFTS & GADGETS GALORE	Yes	Yes	No	USD	12/22/2016	213.00
		69656	164023	Check	1	9395		HORNING HANS	Yes	Yes	No	USD	12/22/2016	130.00
		69619	164024	Check	1	10909	1	INNOVATIVE OFFICE SOLUTIONS	Yes	Yes	No	USD	12/22/2016	2,565.00
		69627	164025	Check	1	12467		JENNISSEN NEIL	Yes	Yes	No	USD	12/22/2016	190.00
		69632	164026	Check	1	13446		KARLSBURGER FOODS, INC.	Yes	Yes	No	USD	12/22/2016	56.28
		69654	164027	Check	1	8633		KOESTER BARBARA L	Yes	Yes	No	USD	12/22/2016	80.00
		69634	164028	Check	1	13996		KOONTZ BRANDON	Yes	Yes	No	USD	12/22/2016	116.00
		69628	164029	Check	1	12647		LOFFLER COMPANIES - 131511	Yes	Yes	No	USD	12/22/2016	3,297.99
		69640	164030	Check	1	15409		LUMLEY RUSSELL	Yes	Yes	No	USD	12/22/2016	140.00
		69637	164031	Check	1	14991		MEED TREVOR	Yes	No	No	USD	12/22/2016	116.00
		69646	164032	Check	1	4136		MENARDS	Yes	Yes	No	USD	12/22/2016	554.61
		69653	164033	Check	1	8514		MID MN DAMAGE PREVENTION	Yes	Yes	No	USD	12/22/2016	323.75
		69623	164034	Check	1	11477		MINUTEMAN PRESS	Yes	Yes	No	USD	12/22/2016	29.60
		69647	164035	Check	1	4349		MN DEPARTMENT OF HEALTH	Yes	Yes	No	USD	12/22/2016	35.00
		69648	164036	Check	1	4363		MN HISTORICAL SOCIETY	Yes	No	No	USD	12/22/2016	636.00
		69642	164037	Check	1	1693		PETTY CASH-MARGARET DEGLMAN	Yes	Yes	No	USD	12/22/2016	23.78
		69629	164038	Check	1	12881		PLOW WORLD, INC.	Yes	No	No	USD	12/22/2016	610.50
		69650	164039	Check	1	6317		RESERVE ACCOUNT	Yes	No	No	USD	12/22/2016	2,000.00
		69620	164040	Check	1	1098	5	RIDDELL, INC	Yes	Yes	No	USD	12/22/2016	59.95
		69618	164041	Check	1	10194		SMEKTA BOB	Yes	No	No	USD	12/22/2016	113.00
		69630	164042	Check	1	13026		SMITH DIANE	Yes	No	No	USD	12/22/2016	116.00
		69657	164043	Check	1	9494	1	SNA	Yes	Yes	No	USD	12/22/2016	11.00
		69621	164044	Check	1	11407		STURGES SHANE	Yes	No	No	USD	12/22/2016	113.00
		69641	164045	Check	1	15410		SWANSON ERNEST PETE	Yes	Yes	No	USD	12/22/2016	63.05
		69635	164046	Check	1	14477		TEACHERS ON CALL	Yes	Yes	No	USD	12/22/2016	11,008.24
		69626	164047	Check	1	12458		THOMPSON TROPHIES & PLAQUES	Yes	Yes	No	USD	12/22/2016	89.98
		69655	164048	Check	1	8750		TOEDTER JOEL	Yes	Yes	No	USD	12/22/2016	205.00
		69636	164049	Check	1	14868		U.S. BANK EQUIPMENT FINANCE	Yes	No	No	USD	12/22/2016	190.24
		69639	164050	Check	1	15226		ULTIMATE SPORTS AND APPAREL	Yes	No	No	USD	12/22/2016	47.96
		69651	164051	Check	1	6464		WATERMANAGEMENT SERVICES	Yes	No	No	USD	12/22/2016	3,142.45
		69658	164052	Check	1	14758		DELTA DENTAL OF MINNESOTA	Yes	Yes	No	USD	12/27/2016	13,874.10
		69659	164053	Check	1	14820		NATIONAL INSURANCE SERVICES of	Yes	No	No	USD	12/27/2016	8,059.51
		69660	164054	Check	1	14553	1	MILACA THEATRE	Yes	Yes	No	USD	12/27/2016	348.00

Princeton Public Schools #477

Check Register by Bank and Check Number

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477	001	69669	164055	Check	1	14313		D.S. Erickson & Associates, PLLC	Yes	No	No	USD	12/30/2016	241.85
		69674	164056	Check	1	4593		EDUCATION MINNESOTA	Yes	No	No	USD	12/30/2016	903.18
		69671	164057	Check	1	3177		HORACE MANN LIFE INS. CO.	Yes	No	No	USD	12/30/2016	67.14
		69672	164058	Check	1	4332		MN BENEFIT ASSN	Yes	No	No	USD	12/30/2016	119.43
		69673	164059	Check	1	4584	2	NCPERS MINNESOTA	Yes	No	No	USD	12/30/2016	64.00
		69675	164060	Check	1	4936		PEA DUES ACCT.	Yes	No	No	USD	12/30/2016	19,795.34
		69676	164061	Check	1	5121		PRINCETON CUSTODIANS	Yes	No	No	USD	12/30/2016	1,303.06
		69677	164062	Check	1	5126		PRINCETON PARAPROFESSIONALS	Yes	No	No	USD	12/30/2016	3,075.97
		69678	164063	Check	1	5587		SEIU LOCAL 284	Yes	No	No	USD	12/30/2016	1,084.65
		69670	164064	Check	1	14550		SHERBURNE COUNTY AREA UNITED	Yes	No	No	USD	12/30/2016	379.10
		69688	164065	Check	1	14021		BEYOND SPORT MARTIALARTS & FI	Yes	No	No	USD	12/29/2016	245.60
		69693	164066	Check	1	1840		C.M.E.R.D.C.	Yes	No	No	USD	12/29/2016	48.00
		69690	164067	Check	1	15411		CARTRIDGE WORLD OF ST. CLOUD,	Yes	No	No	USD	12/29/2016	319.96
		69684	164068	Check	1	13055		CRIMSON CHEERLEADING	Yes	No	No	USD	12/29/2016	220.00
		69694	164069	Check	1	2265		ECKROTH MUSIC CO.	Yes	No	No	USD	12/29/2016	1,454.10
		69695	164070	Check	1	2501		FEDERATED CO-OPS INC	Yes	No	No	USD	12/29/2016	624.18
		69681	164071	Check	1	10908	1	G & K SERVICES	Yes	No	No	USD	12/29/2016	372.85
		69696	164072	Check	1	2699		GENERAL PARTS LLC	Yes	No	No	USD	12/29/2016	62.19
		69697	164073	Check	1	2955		HANDYMAN'S INC.	Yes	No	No	USD	12/29/2016	3,835.29
		69698	164074	Check	1	3140		HOFMAN OIL CO. INC.	Yes	No	No	USD	12/29/2016	531.97
		69706	164075	Check	1	7268	4	M.C.C.A.	Yes	No	No	USD	12/29/2016	335.00
		69699	164076	Check	1	4028		MARV'S TRUE VALUE	Yes	No	No	USD	12/29/2016	1,202.81
		69692	164077	Check	1	15413		MERHAR STEVE	Yes	No	No	USD	12/29/2016	750.00
		69683	164078	Check	1	12957	1	MIDCONTINENT COMMUNICATIONS	Yes	No	No	USD	12/29/2016	414.05
		69682	164079	Check	1	11477		MINUTEMAN PRESS	Yes	No	No	USD	12/29/2016	549.00
		69700	164080	Check	1	4628		NELSON NURSERY	Yes	No	No	USD	12/29/2016	34.80
		69685	164081	Check	1	13355	1	PALMER BUS SERVICE, INC.	Yes	No	No	USD	12/29/2016	154,704.60
		69691	164082	Check	1	15412		PHS CHEER BOOSTER CLUB-PARK I	Yes	No	No	USD	12/29/2016	170.00
		69701	164083	Check	1	5040		PIZZA BARN	Yes	No	No	USD	12/29/2016	82.81
		69702	164084	Check	1	5118		PRINCETON CHAMBER OF COMMER	Yes	No	No	USD	12/29/2016	375.00
		69703	164085	Check	1	5214	1	QUILL CORPORATION	Yes	No	No	USD	12/29/2016	608.91
		69680	164086	Check	1	10224	2	REGENTS OF THE UNIVERSITY OF M	Yes	No	No	USD	12/29/2016	315.00
		69704	164087	Check	1	5668		SHERBURNE COUNTY TREASURER	Yes	No	No	USD	12/29/2016	114.11
		69705	164088	Check	1	5702		SILVER BELL TROPHIES & AWARDS	Yes	No	No	USD	12/29/2016	8.00
		69686	164089	Check	1	13481	1	SUMMIT FIRE PROTECTION	Yes	No	No	USD	12/29/2016	145.00
		69689	164090	Check	1	14477		TEACHERS ON CALL	Yes	No	No	USD	12/29/2016	15,264.05
		69687	164091	Check	1	13908		VERIZON WIRELESS	Yes	No	No	USD	12/29/2016	320.20
		69717	164092	Check	1	13461		ACCURATE HOME CARE, LLC	Yes	No	No	USD	01/06/2017	6,728.70
		69711	164093	Check	1	11427	1	AT&T MOBILITY	Yes	No	No	USD	01/06/2017	188.04
		69720	164094	Check	1	1409		BERNICK'S PEPSI-COLA	Yes	No	No	USD	01/06/2017	191.52
		69728	164095	Check	1	15419		BLANCK DAWSON	Yes	No	No	USD	01/06/2017	113.00

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Princeton Public Schools #477
Check Register by Bank and Check Number

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477	001	69732	164096	Check	1	1572		BUFFALO HIGH SCHOOL	Yes	No	No	USD	01/06/2017	75.00
		69710	164097	Check	1	11330		CULHANE DAN	Yes	No	No	USD	01/06/2017	116.00
		69712	164098	Check	1	11656		DEAN FOODS NORTH CENTRAL	Yes	No	No	USD	01/06/2017	1,576.50
		69742	164099	Check	1	7144		DEYAK BRIAN	Yes	No	No	USD	01/06/2017	116.00
		69730	164100	Check	1	15421		DRAACK PAIGE	Yes	No	No	USD	01/06/2017	132.00
		69733	164101	Check	1	2270		ECM PUBLISHERS INC.	Yes	No	No	USD	01/06/2017	28.80
		69741	164102	Check	1	7010		FIRST ANNE	Yes	No	No	USD	01/06/2017	132.00
		69715	164103	Check	1	13058		FRIEDRICHS MATT	Yes	No	No	USD	01/06/2017	232.00
		69734	164104	Check	1	3362		ISANTI COUNTY AUDITOR	Yes	No	No	USD	01/06/2017	139.22
		69743	164105	Check	1	7363		KLEIS JEROME G	Yes	No	No	USD	01/06/2017	116.00
		69735	164106	Check	1	3623		KOEHLER & DRAMM INC.	Yes	No	No	USD	01/06/2017	226.26
		69726	164107	Check	1	15000		LEY ZACH	Yes	No	No	USD	01/06/2017	116.00
		69719	164108	Check	1	14006		LINQUIST BRANDON	Yes	No	No	USD	01/06/2017	232.00
		69747	164109	Check	1	8696		McCONE FOODS	Yes	No	No	USD	01/06/2017	521.75
		69718	164110	Check	1	13985		MCCOY MIKE	Yes	No	No	USD	01/06/2017	116.00
		69725	164111	Check	1	14991		MEED TREVOR	Yes	No	No	USD	01/06/2017	116.00
		69714	164112	Check	1	12957	1	MIDCONTINENT COMMUNICATIONS	Yes	No	No	USD	01/06/2017	535.05
		69744	164113	Check	1	7930		OLSON DARRELL	Yes	No	No	USD	01/06/2017	113.00
		69721	164114	Check	1	14104		OLSON JARED	Yes	No	No	USD	01/06/2017	116.00
		69731	164115	Check	1	15422		OUELLETTE CAROLYN	Yes	No	No	USD	01/06/2017	12.00
		69713	164117	Check	1	11987		PERRY DWAIN	Yes	No	No	USD	01/06/2017	113.00
		69736	164118	Check	1	5118		PRINCETON CHAMBER OF COMMER	Yes	No	No	USD	01/06/2017	98.00
		69709	164119	Check	1	10224	2	REGENTS OF THE UNIVERSITY OF N	Yes	No	No	USD	01/06/2017	154.00
		69727	164120	Check	1	15051		ROBERTS ERIK	Yes	No	No	USD	01/06/2017	116.00
		69737	164121	Check	1	5576	1	SCHMITT MUSIC COMPANY	Yes	No	No	USD	01/06/2017	269.84
		69738	164122	Check	1	5668		SHERBURNE COUNTY TREASURER	Yes	No	No	USD	01/06/2017	779.34
		69723	164123	Check	1	14950		SPRUNK ENTERTAINMENT SERVICE	Yes	No	No	USD	01/06/2017	375.00
		69729	164124	Check	1	15420		STORRUSTEN TYDAN	Yes	No	No	USD	01/06/2017	226.00
		69739	164125	Check	1	5980		SUBWAY	Yes	No	No	USD	01/06/2017	112.00
		69722	164126	Check	1	14477		TEACHERS ON CALL	Yes	No	No	USD	01/06/2017	10,178.32
		69746	164127	Check	1	8616		THOMAS BOB	Yes	No	No	USD	01/06/2017	113.00
		69724	164128	Check	1	14962		U.S. BANK	Yes	No	No	USD	01/06/2017	1,950.00
		69740	164129	Check	1	6376		VIKING COCA COLA BOTTLING	Yes	No	No	USD	01/06/2017	351.50
		69745	164130	Check	1	7947		WISE KARI	Yes	No	No	USD	01/06/2017	132.00
		69749	164131	Check	1	2270		ECM PUBLISHERS INC.	Yes	No	No	USD	01/06/2017	14.40
		69748	164132	Check	1	13355	1	PALMER BUS SERVICE, INC.	Yes	No	No	USD	01/06/2017	8,725.62
		69750	164133	Check	1	1799		CITY OF PRINCETON	Yes	No	No	USD	01/06/2017	260,762.63
		69761	164134	Check	1	14313		D.S. Erickson & Associates, PLLC	Yes	No	No	USD	01/13/2017	79.37
		69774	164135	Check	1	12321	1	APEC	Yes	No	No	USD	01/17/2017	178.50
		69839	164136	Check	1	8363	1	APPLE, INC.	Yes	No	No	USD	01/17/2017	18,580.00
		69776	164137	Check	1	1259	1	AUDIO COMMUNICATIONS	Yes	No	No	USD	01/17/2017	152.50

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Princeton Public Schools #477
Check Register by Bank and Check Number

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477		001	69790	164138	Check	1	1409		BERNICK'S PEPSI-COLA	Yes	No	No	USD	01/17/2017	172.32
			69793	164139	Check	1	1438		BIO CORPORATION	Yes	No	No	USD	01/17/2017	12.50
			69843	164140	Check	1	8866	1	BLICK ART MATERIALS	Yes	No	No	USD	01/17/2017	539.67
			69764	164141	Check	1	10364		BORDER STATES ELECTRIC SUPPLY	Yes	No	No	USD	01/17/2017	127.40
			69806	164142	Check	1	1731		C.F.I. SYSTEMS	Yes	No	No	USD	01/17/2017	419.90
			69807	164143	Check	1	1840		C.M.E.R.D.C.	Yes	No	No	USD	01/17/2017	314.00
			69814	164144	Check	1	3954	4	CDW-G INC	Yes	No	No	USD	01/17/2017	7,970.49
			69795	164145	Check	1	14530		CENTENNIAL ISD 12	Yes	No	No	USD	01/17/2017	1,996.96
			69819	164146	Check	1	4290		CENTERPOINT ENERGY	Yes	No	No	USD	01/17/2017	2,205.63
			69820	164147	Check	1	4290		CENTERPOINT ENERGY	Yes	No	No	USD	01/17/2017	587.39
			69821	164148	Check	1	4290		CENTERPOINT ENERGY	Yes	No	No	USD	01/17/2017	150.86
			69822	164149	Check	1	4290		CENTERPOINT ENERGY	Yes	No	No	USD	01/17/2017	9,915.69
			69805	164150	Check	1	1721		CENTRAL MCGOWAN INC.	Yes	No	No	USD	01/17/2017	500.60
			69841	164151	Check	1	8491		COUNTRY SIDE PEST CONTROL, INC	Yes	No	No	USD	01/17/2017	375.00
			69762	164152	Check	1	10069		DALCO	Yes	No	No	USD	01/17/2017	20,029.89
			69778	164153	Check	1	12875		DVS RENEWAL	Yes	No	No	USD	01/17/2017	20.00
			69779	164154	Check	1	12875		DVS RENEWAL	Yes	No	No	USD	01/17/2017	27.00
			69780	164155	Check	1	12875		DVS RENEWAL	Yes	No	No	USD	01/17/2017	106.00
			69781	164156	Check	1	12875		DVS RENEWAL	Yes	No	No	USD	01/17/2017	106.00
			69782	164157	Check	1	12875		DVS RENEWAL	Yes	No	No	USD	01/17/2017	14.00
			69808	164158	Check	1	2270		ECM PUBLISHERS INC.	Yes	No	No	USD	01/17/2017	246.92
			69844	164159	Check	1	9068		EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	01/17/2017	325.61
			69800	164160	Check	1	15318		EKON-O-PAC	Yes	No	No	USD	01/17/2017	473.60
			69777	164161	Check	1	12846	1	ESSENTIAL CABLING TECHNOLOGIE	Yes	No	No	USD	01/17/2017	2,577.76
			69770	164162	Check	1	11445		FIELD ENVIRONMENTAL CONSULTIN	Yes	No	No	USD	01/17/2017	1,676.25
			69767	164163	Check	1	11022		FIRST CHOICE FOOD & BEVERAGE	Yes	No	No	USD	01/17/2017	651.00
			69791	164164	Check	1	14159	1	FOLLETT SCHOOL SOLUTIONS, INC.	Yes	No	No	USD	01/17/2017	6.80
			69809	164165	Check	1	2625	7	FREY SCIENTIFIC	Yes	No	No	USD	01/17/2017	574.35
			69789	164166	Check	1	14049		FUN EXPRESS, LLC	Yes	No	No	USD	01/17/2017	185.67
			69810	164167	Check	1	2778	1	GOPHER STATE ONE CALL INC	Yes	No	No	USD	01/17/2017	18.90
			69837	164168	Check	1	6645		GRAINGER	Yes	No	No	USD	01/17/2017	1,249.00
			69787	164169	Check	1	13869		GRANT ASSIST CONSULTING	Yes	No	No	USD	01/17/2017	981.25
			69794	164170	Check	1	14517		HORIZON COMMERCIAL POOL SUPP	Yes	No	No	USD	01/17/2017	1,380.08
			69811	164171	Check	1	3182	3	HOUGHTON-MIFFLIN	Yes	No	No	USD	01/17/2017	284.20
			69766	164172	Check	1	10909	1	INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	USD	01/17/2017	295.87
			69763	164173	Check	1	10237		INTEGRATED SYSTEMS CORPORATI	Yes	No	No	USD	01/17/2017	416.67
			69812	164174	Check	1	3511	2	J.W. PEPPER & SON INC.	Yes	No	No	USD	01/17/2017	279.99
			69813	164175	Check	1	3701		LAKESHORE	Yes	No	No	USD	01/17/2017	1,193.61
			69799	164176	Check	1	15299		LOOKIN GOOD TINT LLC	Yes	No	No	USD	01/17/2017	625.00
			69816	164177	Check	1	4090		M.C.E.A.	Yes	No	No	USD	01/17/2017	787.00
			69823	164178	Check	1	4467		M.S.B.A.	Yes	No	No	USD	01/17/2017	2,000.00

Princeton Public Schools #477
Check Register by Bank and Check Number

Batch Co	Bank	Pynt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477	001	69815	164179	Check	1	4087		MCDOWALL COMPANY	Yes	No	No	USD	01/17/2017	762.00
		69817	164180	Check	1	4121	1	MEEKER-WRIGHT SPECIAL ED COOI	Yes	No	No	USD	01/17/2017	84.00
		69765	164181	Check	1	10432	2	MEI TOTAL ELEVATOR SOLUTIONS	Yes	No	No	USD	01/17/2017	248.27
		69796	164182	Check	1	14862		MERIDIAN CONSULTING GROUP, LLC	Yes	No	No	USD	01/17/2017	2,865.00
		69840	164183	Check	1	8388	1	METRO SALES INC	Yes	No	No	USD	01/17/2017	1,057.50
		69771	164184	Check	1	11477		MINUTEMAN PRESS	Yes	No	No	USD	01/17/2017	554.38
		69818	164185	Check	1	4282		MINVALCO INC.	Yes	No	No	USD	01/17/2017	165.86
		69801	164186	Check	1	15360		MNJ TECHNOLOGIES DIRECT, INC.	Yes	No	No	USD	01/17/2017	72.30
		69838	164187	Check	1	6877		MOORE MEDICAL CORP	Yes	No	No	USD	01/17/2017	1,852.61
		69846	164188	Check	1	9892	1	NCS PEARSON, INC.	Yes	No	No	USD	01/17/2017	330.72
		69802	164189	Check	1	15393		OKAN KELLY	Yes	No	No	USD	01/17/2017	64.80
		69783	164190	Check	1	13355	1	PALMER BUS SERVICE, INC.	Yes	No	No	USD	01/17/2017	216,115.92
		69824	164191	Check	1	4868	1	PAN-O-GOLD BAKING CO.	Yes	No	No	USD	01/17/2017	2,828.83
		69825	164192	Check	1	5127		PRINCETON ELECTRIC	Yes	No	No	USD	01/17/2017	153.67
		69827	164193	Check	1	5194		PRINCETON PUBLIC UTILITIES	Yes	No	No	USD	01/17/2017	62,615.50
		69826	164194	Check	1	5167		PRO-ED	Yes	No	No	USD	01/17/2017	135.25
		69768	164195	Check	1	11128		QUALITY PHOTO PROCESSING INC	Yes	No	No	USD	01/17/2017	576.00
		69828	164196	Check	1	5214	1	QUILL CORPORATION	Yes	No	No	USD	01/17/2017	750.46
		69788	164197	Check	1	13870		R&D SALES, INC.	Yes	No	No	USD	01/17/2017	1,213.00
		69803	164198	Check	1	15403	1	RENNEBERG HARDWOODS	Yes	No	No	USD	01/17/2017	2,678.02
		69829	164199	Check	1	5305		RESOURCE TRAINING & SOLUTIONS	Yes	No	No	USD	01/17/2017	445.00
		69798	164200	Check	1	15238		ROBERT JACOBSON, DESIGN	Yes	No	No	USD	01/17/2017	324.00
		69785	164201	Check	1	13559		RUPP, ANDERSON, SQUIRES & WALI	Yes	No	No	USD	01/17/2017	3,262.84
		69830	164202	Check	1	5593	5	SCHOOL SPECIALTY INC.	Yes	No	No	USD	01/17/2017	52.44
		69772	164203	Check	1	11628		SFM	Yes	No	No	USD	01/17/2017	85,262.00
		69831	164204	Check	1	5702		SILVER BELL TROPHIES & AWARDS	Yes	No	No	USD	01/17/2017	434.50
		69845	164205	Check	1	9494	1	SNA	Yes	No	No	USD	01/17/2017	50.00
		69842	164206	Check	1	8531	2	STRATEGIC EQUIPMENT	Yes	No	No	USD	01/17/2017	1,193.69
		69786	164207	Check	1	13767	1	TEACHERS SYNERGY, LLC	Yes	No	No	USD	01/17/2017	40.74
		69784	164208	Check	1	13389	1	THE MCDOWELL AGENCY, INC.	Yes	No	No	USD	01/17/2017	328.80
		69773	164209	Check	1	12320		THE METRO GROUP, INC	Yes	No	No	USD	01/17/2017	240.50
		69832	164210	Check	1	6156	7	TIME FOR KIDS	Yes	No	No	USD	01/17/2017	81.75
		69833	164211	Check	1	6202		TRANS-MISSISSIPPI BIOLOGICAL	Yes	No	No	USD	01/17/2017	96.70
		69834	164212	Check	1	6231		TRIO SUPPLY COMPANY	Yes	No	No	USD	01/17/2017	1,720.16
		69797	164213	Check	1	14868		U.S. BANK EQUIPMENT FINANCE	Yes	No	No	USD	01/17/2017	341.54
		69769	164214	Check	1	11229	1	ULINE	Yes	No	No	USD	01/17/2017	71.11
		69792	164215	Check	1	14333		UPPER LAKES FOODS, INC.	Yes	No	No	USD	01/17/2017	56,026.69
		69835	164216	Check	1	6376		VIKING COCA COLA BOTTLING	Yes	No	No	USD	01/17/2017	768.50
		69836	164217	Check	1	6575		WILLIAM V. MACGILL & CO.	Yes	No	No	USD	01/17/2017	941.44
		69804	164218	Check	1	15426		WOODWARD YOUTH CORPORATION	Yes	No	No	USD	01/17/2017	1,542.24

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Princeton Public Schools #477

Check Register by Bank and Check Number

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477		001	69775	164219	Check	1	12451		YOUTH ENRICHMENT LEAGUE	Yes	No	No	USD	01/17/2017	1,800.25
														Bank Total: 001	\$1,166,509.63
														Report Total:	\$1,166,509.63

Princeton Public Schools #477
Detail Payment Register By Check No.
Fund Summary

Fund Description		Total
01	General Fund	\$7,135.85
06	Construction	\$496,324.13
Report Total		\$503,459.98

Princeton Public Schools #477

Check Register by Bank and Check Number

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477		001	69855	164220	Check	1	15427		CENTIMARK CORPORATION	Yes	No	No	USD	01/17/2017	6,405.00
			69848	164221	Check	1	11601		EBERT CONSTRUCTION	Yes	No	No	USD	01/17/2017	89,869.29
			69856	164222	Check	1	2331		EGAN COMPANY	Yes	No	No	USD	01/17/2017	5,605.79
			69853	164223	Check	1	15089		FRANSEN DECORATING, INC.	Yes	No	No	USD	01/17/2017	6,311.65
			69847	164224	Check	1	11238		ICS CONSULTING, INC	Yes	No	No	USD	01/17/2017	28,206.59
			69857	164225	Check	1	3328		INSTITUTE FOR ENVIRONMENTAL	Yes	No	No	USD	01/17/2017	3,420.00
			69854	164226	Check	1	15151		J.F. EQUIPMENT, LLC	Yes	No	No	USD	01/17/2017	20,924.60
			69849	164227	Check	1	12243		PROVISION MEDIA INC	Yes	No	No	USD	01/17/2017	1,345.00
			69852	164228	Check	1	14904		ROCHON CORPORATION	Yes	No	No	USD	01/17/2017	297,875.54
			69858	164229	Check	1	8531	3	STRATEGIC EQUIPMENT	Yes	No	No	USD	01/17/2017	15,202.59
			69851	164230	Check	1	14749		W. GOHMAN CONSTRUCTION CO.	Yes	No	No	USD	01/17/2017	7,544.40
			69850	164231	Check	1	13827		WOLD ARCHITECTS AND ENGINEER	Yes	No	No	USD	01/17/2017	20,749.53
Bank Total: 001														\$503,459.98	
Report Total:														\$503,459.98	

Princeton Public Schools - ISD #477

Wire Transfer Report

January 17, 2017

<u>Date:</u>	<u>Amount:</u>	<u>Description:</u>
12/15/2016	\$ 565,415.09	ACH File Transfer
12/15/2016	\$ 210,243.93	Federal Tax Wire Transfer
12/15/2016	\$ 33,603.10	State Tax Wire Transfer
12/15/2016	\$ 13,840.42	Select Account HSA
12/15/2016	\$ 333.33	MN Revenue
12/15/2016	\$ 91,704.94	TRA File Transfer
12/15/2016	\$ 36,511.07	PERA File Transfer
12/15/2016	\$ 436.00	MN Child Support File Transfer
12/15/2016	\$ 42,761.56	TSA File Transfer
12/30/2016	\$ 552,241.68	ACH File Transfer
12/30/2016	\$ 202,198.69	Federal Tax Wire Transfer
12/30/2016	\$ 31,973.65	State Tax Wire Transfer
12/30/2016	\$ 10,227.75	Select Account H S A
12/30/2016	\$ 333.33	MN Revenue
12/30/2016	\$ 89,189.78	TRA File Transfer
12/30/2016	\$ 36,851.78	PERA File Transfer
12/30/2016	\$ 436.00	MN Child Support File Transfer
12/30/2016	\$ 41,547.24	TSA File Transfer
1/5/2017	\$ 12,998.31	BMO Harris Bank - (Pcards)
1/5/2017	\$ 232.00	MN Revenue - (Sales tax)
12/1/2016	\$ 1,294.29	SelectAccount
12/8/2016	\$ 740.58	SelectAccount
12/15/2016	\$ 5,111.74	SelectAccount
12/20/2016	\$ 191.36	SelectAccount
12/22/2016	\$ 2,294.75	SelectAccount
12/29/2016	\$ 1,759.96	SelectAccount
	\$	
TOTAL	\$ 1,984,472.33	

**PRINCETON PUBLIC SCHOOLS
TREASURER'S REPORT
MONTHLY CASH FLOW REPORT FOR DECEMBER 2016**

FUND	BEGINNING BALANCE	MONTHLY RECEIPTS	MONTHLY DISBURSEMENTS	JOURNAL ENTRIES	ENDING BALANCE
01 General	11,267,019.54	2,279,852.64	3,377,785.04	(1,521.82)	10,169,087.14
02 Food Service	416,312.45	167,363.97	177,491.31	(1,220.23)	406,185.11
04 Community Service	437,877.78	100,726.65	138,058.54	(1,515.25)	400,545.89
06 Building Fund	1,452,267.18	22,746.49	241,626.35	0.00	1,233,387.32
07 Debt Service	2,425,728.08	657,017.79	0.00	0.00	3,082,745.87
10 Activities	169,649.09	26,581.48	28,757.38	(233.10)	167,473.19
TOTAL	16,168,854.12	3,254,289.02	3,963,718.62		15,459,424.52

Bank Accounts

AP/PR Account (Bremer)	1,038,377.96
MSDLAF+	2,818,084.46
Investments (Fd01)	11,013,111.97
Investments (Fd06)	<u>1,210,640.83</u>
	16,080,215.22
O/S Accts Pay Checks	(530,531.55)
O/S Payroll Checks	(9,954.27)
O/S Wires	(86,277.93)
NSF Checks	<u>5,973.05</u>
TOTAL	15,459,424.52

CONSTRUCTION CHANGE ORDERS

1.17.17

	ADD	Description	Project
Rochon Corporation	-\$3,090.15	Credit for Owner requested mop sink	High School
Rochon Corporation	-\$4,657.16	Credit for roof access ladder at the "A" addition	High School
FLR Sanders, Inc	\$6,780.00	Griffolyn HD Vapor Guard and Tape	Primary School
Ebert, Inc	-\$6,920.00	Site work deducts in lieu of specified per attached back up	Primary School

PRINCETON PUBLIC SCHOOLS

Gift Solicitation Request Form

All employees are required to complete this form before soliciting gifts from any civic organizations.

Staff Member(s) Name: Michelle Cunningham

Representing: SB and Caley House Residents

Request to (Name of Business/Organization):

Amount of Request (Detail how funds are to be used): \$16 per book ^{at Walmart} - we would like to interview about 15-20 residents. \$240-\$320. We want to create a legacy book for the residents. My students will interview the residents to create the book. Then we will have them for the family.

Accepted Not Accepted [Signature] Date: 1/6/17
Principal/Activity Director

Accepted Not Accepted Julia Espe Date: 1.9.17
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

- Distribute:
- Organization
- Copy to Originator
- Copy to Board Minutes

PRINCETON PUBLIC SCHOOLS

ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: ICS

Description of gift: Gift Certificate for \$200 - used for the District wide Health competition

Pre-Condition, Condition, or Limitation on use: _____

How this gift specifically relates to the program or school: - incentive for the district whole life challenge

This gift meets all requirements of Policy 706 _____

Accepted Not Accepted _____
Principal or Director

Accepted Not Accepted Julia Espe _____
Superintendent Date: 1.3.17

Accepted Not Accepted _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Mystic Riders Snowmobile Club

Description of gift: \$1000.00

Pre-Condition, Condition, or Limitation on use:

to be used for Adapted Bowling

How this gift specifically relates to the program or school:

purchase adapted bowling equipment

This gift meets all requirements of Policy 706

Accepted Not Accepted

JoAnn Moats
Principal or Director

JoAnn Moats
Staff Name

Date: 1/9/17

Accepted Not Accepted

Julia Espe
Superintendent

Date: 1.10.17

Accepted Not Accepted

School Board Chairperson

Date: _____

Code Assigned: _____ Program Name _____

Routing: Principal or Director (thank you note attached)

Business Services

Copy to Building

Board Approval

Revised: October 29, 2013

Intermediate School FUNDRAISING APPROVAL FORM

Date of fundraiser: <i>month of February -</i>	Projected profit: <i>\$ 250.⁰⁰</i>	Amount earned: <i>\$0.⁰⁰</i>
Group or organization proposing the fundraiser: <i>Sienna Peck The yellow pod!</i>		Item(s) being sold:
Company/organization supplying items to be sold:		

The money raised will be used for: *Operation Smile -*

The school board recognizes a desire and a need for fundraising to support district programs or student activities. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students, and the general public.

Pupils may engage in raising funds, under the control of the school, for certain approved activities and for a limited number of charities, subject to the following conditions:

Place a checkmark beside each box to indicate whether the criteria for fundraising are met.

		Yes	No
1.	Individual student participation is optional. Students will not be pressured to sell products or solicit funds and will not be required to meet a sales quota to participate in an activity or field trip.	X	
2.	The charity involved has been selected by the student body as one in which they wish to participate (if applicable).	X	
3.	Addressed envelopes are available to people who prefer to donate directly rather than purchase a product.	na	
4.	The raising of funds shall not be done during normal class time. Students will be informed that they are not to fundraise during class time.	X	
5.	Information is going home with the students to the parents explaining the district's fundraising policy.	X	
6.	I have discussed this fundraiser with the administrator and have identified the purpose of the fundraiser.		
7.	The students participating in the fundraiser have been informed that they are representing the school, the student organization and the community in a responsible manner. All rules pertaining to student conduct and discipline extend to student fundraising activities.	X	
8.	Door-to-door sales are discouraged, but if approved, students may be allowed to sell door-to-door according to the following standards: <ul style="list-style-type: none"> • K-8: Only allowed if a parent or guardian is with the student • 9-12: Groups of two or more students working together. 	na	

I have reviewed Policy #511 Fundraising and agree to its provisions: *yes-*
 Date: *1-3-17* Teacher/Sponsor Signature: *[Signature]*

As administrator, I understand that approval of this fundraiser means that all provisions of the above policy have been complied with to my satisfaction. APPROVED NOT APPROVED

Date: *1/4/17* Administrator Signature: *[Signature]*

Date: *1.5.17* Superintendent Signature: *[Signature]*

Date: School Board Chair Signature:

Date of fundraiser: <i>March 2017 - May 2017</i>	Projected profit: <i>\$1000</i>	Amount earned:
Group or organization proposing the fundraiser: <i>High School Golf Team</i>		Item(s) being sold: <i>PGA Golf Cards</i>
Company/organization supplying items to be sold: <i>Birdie Marketing, INC.</i>		
The money raised will be used for: <i>Golf supplies</i>		
<p>The school board recognizes a desire and a need for fundraising to support district programs or student activities. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students, and the general public.</p> <p>Pupils may engage in raising funds, under the control of the school, for certain approved activities and for a limited number of charities, subject to the following conditions:</p>		Place a checkmark beside each box to indicate whether the criteria for fundraising are met.
		Yes No
1.	Individual student participation is optional. Students will not be pressured to sell products or solicit funds and will not be required to meet a sales quota to participate in an activity or field trip.	<input checked="" type="checkbox"/>
2.	The charity involved has been selected by the student body as one in which they wish to participate (if applicable).	<input checked="" type="checkbox"/>
3.	Addressed envelopes are available to people who prefer to donate directly rather than purchase a product.	<input checked="" type="checkbox"/>
4.	The raising of funds shall not be done during normal class time. Students will be informed that they are not to fundraise during class time.	<input checked="" type="checkbox"/>
5.	Information is going home with the students to the parents explaining the district's fundraising policy.	<input checked="" type="checkbox"/>
6.	I have discussed this fundraiser with the administrator and have identified the purpose of the fundraiser.	<input checked="" type="checkbox"/>
7.	The students participating in the fundraiser have been informed that they are representing the school, the student organization and the community in a responsible manner. All rules pertaining to student conduct and discipline extend to student fundraising activities.	<input checked="" type="checkbox"/>
8.	Door-to-door sales are discouraged, but if approved, students may be allowed to sell door-to-door according to the following standards: <ul style="list-style-type: none"> • K-8: Only allowed if a parent or guardian is with the student • 9-12: Groups of two or more students working together. 	<input checked="" type="checkbox"/>
I have reviewed Policy #511 Fundraising and agree to its provisions:		
Date: <i>12.19.16</i>		Teacher/Sponsor Signature: <i>[Signature]</i>
As administrator, I understand that approval of this fundraiser means that all provisions of the above policy have been complied with to my satisfaction. <u> </u> APPROVED <u> </u> NOT APPROVED		
Date: <i>12/23/16</i>		Administrator Signature: <i>[Signature]</i>
Date: <i>1.3.17</i>		Superintendent Signature: <i>[Signature]</i>
Date:		School Board Chair Signature:

CLASS SIZE DATA 2016-2017

Primary/Intermediate

Grade	Guideline	Total Students	Sections	Average
Kindergarten	19-21	220	11	20
First Grade	20-23	222	10	22
Second Grade	22-25	247	11	22
Third Grade	22-25	227	9	25
Fourth Grade	23-26	268	11	24
Fifth Grade	23-26	252	10	25

Middle School

Grade	Guideline	Total students Enrolled (Duplicated)	Sections	Average
Sixth Grade	25-30	1,921	68	28
Seventh Grade	25-30	3,020	130	23
Eighth Grade	25-30	3,762	134	28

High School Department Class Size Averages

Department	Students Enrolled	Sections	Range	Average
Ag/Tech Ed	1,013	41	11-29	24
Art	580	24	14-29	24
English	1,906	77	16-33	24
Math	2,025	81	13-28	25
FACS	622	23	21-30	27
PE/Health	863	29	20-36	29
Science	1789	70	16-31	25
Social Studies	1,884	71	12-33	26
World Lang	922	36	18-30	25

Instructional Technology 1:1 Digital Learning Rollout

Eric Simmons, Director of Technology
January 17, 2017
Princeton Public Schools

bit.ly/477january17report





Intermediate School

Grade: 3

Parent meeting: November 10

Status: Students using technology during school day in class starting 2016-17 school year.

Middle School

Grades: 6, 7

Parent meetings: October 13, 18

Status: Students bringing devices home starting January 4, 2017.

High School

Grade: 9

Parent meeting: October 26

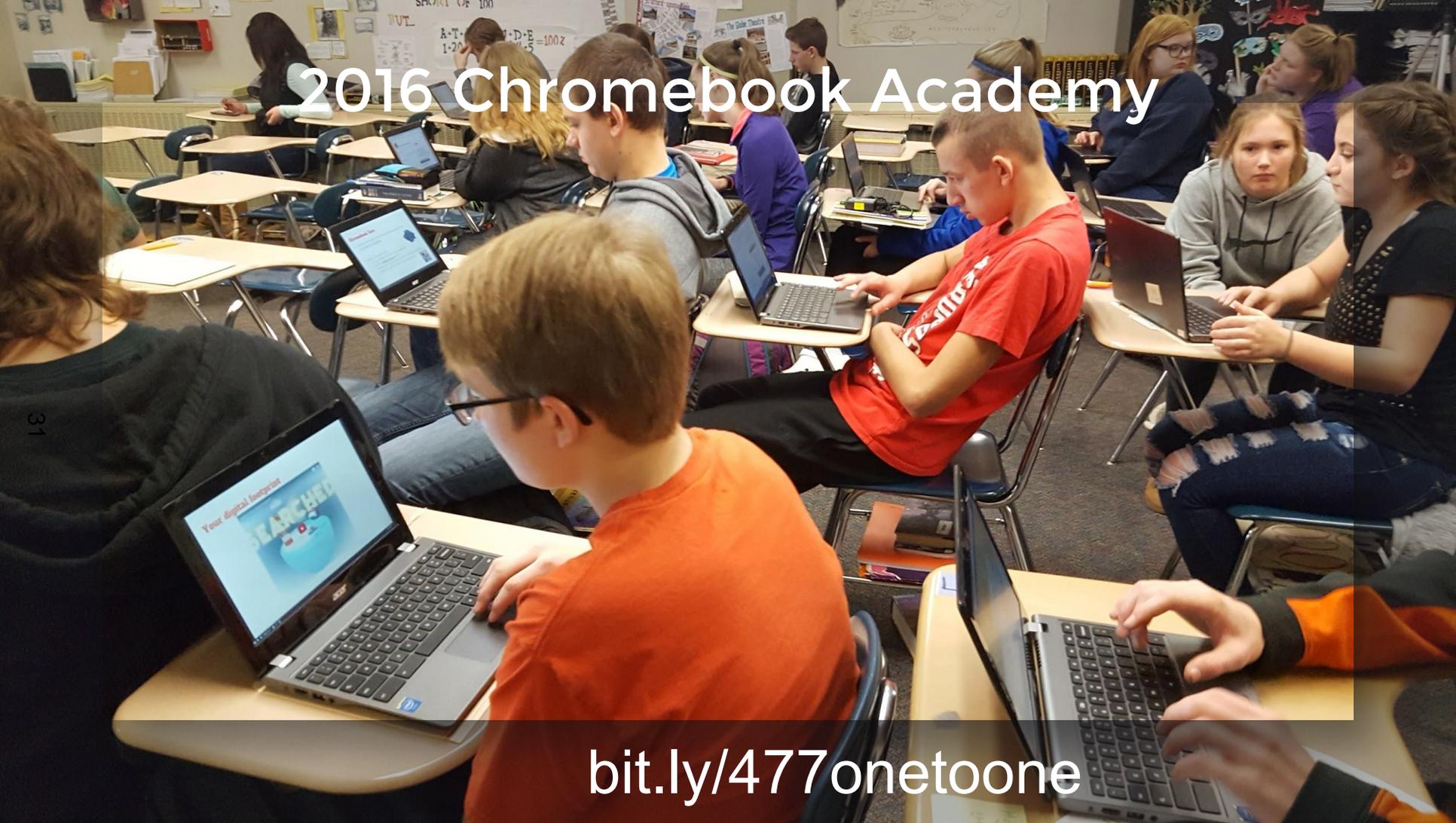
Status: Students bringing devices home starting December 7, 2016.

Top site.

DOCS.GOOGLE.COM

2040.5 Hours in the past 7 days (1.7.2017 - 1.13.207)

2016 Chromebook Academy

A photograph of a classroom where students are participating in a Chromebook Academy. They are seated at desks, each with a Chromebook laptop open. The students are focused on their screens, some typing and others looking at the content. The classroom environment includes desks, chairs, and educational posters on the walls. The text '2016 Chromebook Academy' is overlaid in white at the top, and a URL 'bit.ly/477onetoone' is at the bottom.

bit.ly/477onetoone

To: Dr. Julia Espe, Superintendent
Brand Refinement Task Force
Princeton Public Schools

From: Cindy Leines, CEO
Scott Rogers, Brand Specialist

RE: Talking Points / FAQ for Brand Process and Feedback

Date: January 10, 2017

The brand identity boards have been delivered and are to be displayed in a room/location within each school building where teachers and staff can view the updated brand and provide feedback.

The purpose of the brand identity boards is to:

1. give teachers and staff the first view of the task force recommendations for the Princeton Public Schools refined brand and sub-brands.
2. provide an opportunity for teachers and staff to cast their vote on the Princeton Tiger options presented.
3. allow the task force members to share the process and the recommendations approved by the task force.

The following talking points may be helpful as you present the refined brand to your building and colleagues:

1. The Brand Refinement Task Force included representatives from each of the school buildings and the District office. This group has been working on the brand update along with the brand specialist and strategist from CEL Marketing/PR/Design since September 2016. There have been in-person and virtual meetings with representation from all buildings. In addition, the past work on mission, vision, values and the strategic plan have been the foundation of the updated brand recommendations.
2. Why update the Princeton Public Schools brand? Updating the brand and messaging has been done to better portray Princeton Public Schools

P 763.559.6058

TF 888.CEL.2780

W celpr.com



current mission, vision and values along with the completed strategic plan. There was a need to deliver a cohesive brand throughout the District while also maintaining the independence of each school building. There has been proven return on investment by other districts who have updated their brand - and implemented it consistently- in the form of increased enrollment, reduced savings in time and costs, and further building of school loyalty.

3. Please vote on the Tiger head option that you like for Princeton Tigers brand (one vote per person). The task force has gone through many renditions of a Tiger head and have selected the two options for the following reasons:
 - a. We want to OWN our Princeton brand, including the Tiger head. The two Tiger head options are drawn specifically for Princeton and are not taken from any stock images or artist renderings. Scott Rogers, CEL's brand specialist has drawn these for Princeton Public Schools.
 - b. Brands have changed – including brands for schools. When selecting the brand today, we have considered the multiple uses and formats that the Tiger head will be used. The following is just one example of how a school brand (UConn) has changed over the years (PDF also attached):



4. Votes and comments can be written on index cards and should be placed in a box located by the board.

Instructions: Write your vote (Tiger option #1 or Tiger option #2) and any feedback or comments on the updated brand on the index card. One vote per person. Place the card in the box.

Deadline: January 16, 2017.

5. Next steps: all votes from throughout the District will be gathered on January 17, 2017. The task force will then be confirming the final decision on the Tiger head and the approved recommendations for Princeton Public Schools brand identity and sub-brands.

Thank you for your participation and for your leadership!

Princeton Public Schools

2017-2018 School Calendar

July 2017						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2017						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2017						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2017						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2017						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2018						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2018						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2018						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

 School Closed
 Last Day of Trimester

 Staff Development Day
 First and Last Day of School

Aug 22-24	New Teacher Workshop
Aug 29-31	Staff Development Days
Sep 4	Labor Day - No School for Staff/Students
Sep 5	First Day of School for Students
Oct 19-20	MEA -- No School for Staff/Students
Oct 23	Staff Development Day - No School for Students
Nov 22	Staff Development Day - No School for Students
Nov 23-24	Thanksgiving Break -- No School for Staff/Students
Nov 30	Last Day of Trimester 1
Dec 1	Staff Development/Grading - No School for Students
Dec 22-Jan 1	Winter Break -- No School for Staff/Students

Jan 15	Staff Development Day - No School for Students
Feb 19	No School for Staff/Students
March 2	Last Day of Trimester 2
March 5	Staff Development Day - No School for Students
March 6	Staff Development/Grading - No School for Students
March 29-Apr 2	Spring Break - No School for Staff/Students
May 25	High School Graduation
May 28	Memorial Day -- No School for Staff/Students
May 31	Last Day of School
June 1	Staff Development/Grading - No School for Students

Totals: 171 student days; T1 = 57 days, T2 56 days, T3 58 days

Updated 1/3/17

**PRINCETON PUBLIC SCHOOLS
REQUEST TO ADD PROGRAM, POSITION, ACTIVITY TO BUDGET**

ADMINISTRATOR REQUESTING & BUILDING:

Darin Laabs High School Activities

PROGRAM, POSITION, ACTIVITY:

Activities, Video Scoreboard Advisor/Operator, Activities held in new "P" gym

RATIONALE:

Hire staff to operate the video scoreboard for contests, pep assemblies, NHS Induction,... and train students to operate the scoreboard to produce events that take place in the "P" gym.

EXPENSES ASSOCIATED WITH REQUEST:

- | | |
|----------------------|--|
| • Wages:\$3,758 year | Supplies: |
| • Benefits:\$569 | Travel: Summer workshop, Exploring with Dak. |
| • Other: | Total: \$4,327 |

REVENUES ASSOCIATED WITH REQUEST:

- | | |
|---|------------|
| • Enrollment: | Gate Fees: |
| • Student Fees: | Grants: |
| • Other: \$3,500 donated from Crystal Cabinets (2 years @ \$3500) | |

OTHER REDUCTIONS ASSOCIATED WITH REQUEST: (example: staffing, shift in programming, supplies)

None

SUSTAINABILITY PLAN:

Yearly review with donors for the first five years. The board will be responsible for under \$1,000 the first two years. Eventually the video scoreboard funds that are generated could be used to fund this position.

ROUTE TO SUPERINTENDENT

- Office Use Only:
- Finance Meeting:
- Board Meeting